



# PRE-APPLICATION MEETING REQUEST

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

**STAFF USE ONLY**

MEETING DATE:

MEETING TIME:

## PRE-APPLICATION MEETING INFORMATION

A Pre-Application Meeting is strongly recommended prior to submittal of a development application. These meetings are held on Thursday morning's beginning at 9:00 AM, by appointment. Representatives from Engineering, Planning, Fire, Parks (if necessary) and Building Departments attend the meeting in an effort to assist you with your project by answering any questions you may have and explaining the development process and timelines.

Due to the number of requests for Pre-Application meetings that are received, staff cannot guarantee an appointment at the next scheduled meeting. We recommend requesting an appointment a minimum of one (1) week in advance. To best facilitate discussion during the meeting, include all conceptual drawings, site plans or other schematics with your completed request. For assistance with this form or other questions, please contact the Planning Department at (972) 771-7745 or at [planning@rockwall.com](mailto:planning@rockwall.com).

I acknowledge that a conceptual drawing or site plan must be submitted as part of this request. Appointments may not be scheduled for requests without conceptual plans.

Initial Above

I acknowledge that neither submission of this request, nor the Pre-Application meeting, constitutes a permit or confers any permit rights under Chapter 245 of the Texas Local Government Code.

Initial Above

## PROPERTY AND PROJECT INFORMATION [PLEASE PRINT]

Address

General Location

Proposed Use

Proposed Square Footage

Are you proposing any alcohol sales?

[ ] Yes [ ] No

Do you intend to subdivide or combine the property with other parcels?

[ ] Yes [ ] No

Is the project expected to exceed \$50,000 in cost?

[ ] Yes [ ] No

## APPLICANT INFORMATION [PLEASE PRINT]

Applicant

Address

City

State

Zip

Phone

Email

## RESOURCES FOR YOU

- For applications, checklists, departmental contacts, demographics and more, visit our website: <http://www.rockwall.com/planning>
- For GIS information for due diligence research, including downloadable and interactive maps (for zoning, parcel information, etc.), visit our GIS website: <http://www.rockwall.com/gis>