
Your ability to provide the following information at the Pre-submittal Meeting will substantially increase the productivity of the meeting.

The **Technical Information Center** is an excellent source for much of this information. It is located on the 2nd floor of the Development Resource Center, Suite 2100. Phone (423) 643-6033.

- 1) Location of Project
 - a. Street Address # _____ Street Name _____
 - b. Nearest Cross Streets _____ , _____
 - c. Tax Map # _____ - _____ - _____
- 2) Zoning for property involved and for adjacent properties.
 - a. _____ Property
 - b. _____ Adjacent Properties
- 3) Are there "special zoning requirements, design criteria, or conditions" on the property?
 - a. If Yes: what are they: _____ (attach a copy of zoning case, design criteria, or Board of Appeals case)
- 4) Locations of Utilities (on property or on adjacent streets)
 - a. Sewer
 - i. City Mains
 - ii. Service Tees, Wyes, stubs
 - b. Power
 - c. Water
 - i. Lines
 - ii. Fire service and hydrants
 - d. Catch basins
 - e. Gas
- 5) Location of Utility Easements (Sewer, Gas, Water, Power lines)
 - a. Do they exist? Yes No
 - b. Location on Property
- 6) Drainage Easements
 - a. Do they exist? Yes No
 - b. Location on Property
- 7) Location of Overhead Power lines (high voltage, telephone, cable)
 - a. Do they exist? Yes No
 - b. Type _____
 - c. Location on or adjacent to property
 - i. On Street: _____ , _____
 - ii. Across Property Yes No
- 8) Publicly owned Trees adjacent to Project
 - a. Existence Yes No
 - b. Location in reference to property
- 9) Show Existing Parking & Driveways
- 10) What is the square footage of:
 - a. Existing Building(s) _____
 - b. Expansion / New Building(s) _____
 - c. Warehouse / storage space _____
 - d. Retail Space _____