

PRESUBMITTAL REVIEW REQUEST

- The presubmittal review is the preliminary review of a land use proposal. Presubmittal reviews are required prior to beginning the application process; ***however, this review is not an application/submittal.***
- Presubmittal reviews are internal staff reviews held every Thursday in conjunction with the Building and Engineering Divisions. A limited number of meetings may be scheduled each Thursday so please call (303.660.7460) or email (presubmittals@douglas.co.us) to schedule your meeting. ***The presubmittal review request and any plan exhibits must be received at least 1 week prior to your presubmittal date; please call and confirm your meeting.***
- The *Property Information* required below can be found on the Douglas County Assessor website at: <http://www.douglas.co.us/assessor/>
- Please email this completed presubmittal review request and any plan exhibits to: (presubmittals@douglas.co.us) However, mail-in and walk-in presubmittal applications are accepted.
- ***In most cases, presubmittal review comments and an application submittal packet will be provided to the applicant within one week after the presubmittal review. The application submittal packet should be used as a guide to complete the submittal, which is the next step in the development review process.***

Contact Information:

Name:	
Phone:	Fax:
Email:	
Project Description:	

Property Information:

State Parcel Number		Acreage	
Address or General Location		<input type="checkbox"/> Well	<input type="checkbox"/> Central Water
		<input type="checkbox"/> Septic	<input type="checkbox"/> Central Sanitation

Brief narrative of request:
