



# CITY OF DEBARY PRE-APPLICATION MEETING FORM

You must set up a pre-application meeting **before** submitting your application.  
Please call (386) 668-2040 x 317 or fax this completed form to (386) 668-3523.

The following background information is required to schedule a pre-application meeting. The City of DeBary will use this to research the project site in preparation for the meeting. Although this is the minimal amount of background material required, more information is welcome. Please reference the list of Required/Recommended Pre-Application Materials. Please attach additional sheets or plans as needed.

APPLICANT	OWNER
Name: _____	Name: _____
Address: _____	Address: _____
City/State/Zip: _____	City/State/Zip: _____
Phone: _____ Fax: _____	Phone: _____ Fax: _____
E-Mail Address: _____	E-Mail Address: _____
Contact Person: _____	Contact Person: _____

**My application will be:** (Please check the type of request)

- Final Site Plan  
  Preliminary Plat  
  Final Plat  
  PUD Amendment  
  Future Land Use Amendment  
 Rezoning from \_\_\_\_\_ to \_\_\_\_\_  
  Variance to \_\_\_\_\_  
 Special Exception/Conditional Use for a \_\_\_\_\_  
  Other \_\_\_\_\_

### PROJECT INFORMATION

Tax parcel number(s): \_\_\_\_\_

Address of parcel: \_\_\_\_\_

Size of parcel: \_\_\_\_\_ Existing zoning: \_\_\_\_\_

Future Land Use: \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_

**You are required / recommended to submit the following with this form:**

- A signed and sealed survey of the property (should be no more than 2 years old)
- Legal description of the subject property, if not on the survey
- A site plan to scale (for Special Exceptions & Variances)
- Written description of the request

Violation(s): \_\_\_\_\_

PA Meeting Date: \_\_\_\_\_

EMD Required: YES NO

N/C Lot Letter Required: \_\_\_\_\_

Unrecorded Subdivision: \_\_\_\_\_

Other: \_\_\_\_\_

Planner's Comments/Notes: \_\_\_\_\_

Notifications Discussed

Date Submitted: \_\_\_\_\_ Taken By: \_\_\_\_\_ Time: \_\_\_\_\_ a.m./p.m.