

## PRE-SUBMITTAL CONFERENCE APPLICATION

*Incomplete and/or illegible applications will be returned for resubmission.*

Please read information on website prior to submission.

All information will be sent to the Project Contact, please ensure this information is accurate.

### PROJECT INFORMATION

Project Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_ Zoning: \_\_\_\_\_ Total Building Sq. Ft.: \_\_\_\_\_ # Stories: \_\_\_\_\_

Business / Tenant Name: \_\_\_\_\_

Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

**Description:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Describe area(s) of concern:** \_\_\_\_\_

\_\_\_\_\_

### OTHER CONTACT INFORMATION

(Please include name, phone, and/or email address.)

Contractor: \_\_\_\_\_

Architect: \_\_\_\_\_

Engineer: \_\_\_\_\_

Developer: \_\_\_\_\_

Owner: \_\_\_\_\_

### THIS APPLICATION IS SUBJECT TO THE TENNESSEE OPEN RECORDS ACT

*For office use:*

Date/Time of Meeting: \_\_\_\_\_ Project drawings submitted: \_\_\_\_\_ Yes / No

**2023 Meeting dates: 1/9, 2/13, 3/13, 4/10, 5/8, 6/12, 7/10, 8/14, 9/11, 10/9, 11/13, 12/11**