

## Development Review Committee

### APPLICANT INFORMATION

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

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

Telephone Number: \_\_\_\_\_

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

### DRC PROJECT INFORMATION

Site Address: \_\_\_\_\_

- Building Permit     Subdivision     Replat     Rezone  
 Annexation     Variance/Special Exemption  
 Development Project

Detailed Description of Proposal:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### DRC INFORMATION

The Development Review Committee meets every Tuesday from 2:00-4:00PM. Half hour appointments are scheduled on a first come first serve basis. Additional time may be scheduled for larger or more complex projects. The submission deadline is Thursday at noon the week prior to the DRC meeting. All review items are required in electronic format at that time. For more information, please contact Planning Division at (307) 675-4226.

DRC meetings are provided as a service to applicants to allow them to get initial staff feedback, and make them aware of potential challenges or issues with a proposal, prior to submitting a formal application. Attending a DRC meeting fulfills the pre-application meeting requirement for certain City applications. Applicants are provided with a written summary of staff comments, however, these comments are based on a cursory review of conceptual information. Detailed review comments will be provided to the applicant after a formal application has been submitted. These detailed comments may highlight issues and concerns not raised at the DRC meeting.