



Request for Pre-application Meeting

Please provide the following information in order for staff to provide you with proper guidance, and the full benefits of a pre-application meeting:

1. If the involved property has been the subject of previous Agency action, provide any project or permit number, jurisdictional inquiry case number, wetlands delineation case number, or enforcement case number.
2. Identify the Town in which the involved property is located and its current tax map reference numbers (section, block and lot) and acreage.
3. If you are not the current landowner, please explain your legal interest in the project (i.e., are you a prospective purchaser, a new owner or leasee of the parcel). Provide copies of the current recorded deed and any executed contract or lease.
4. Please provide a brief description of the proposed project and include scaled mapping showing the property boundaries, access, conceptual plans for the proposal, including the location of building envelopes, roads, any common facilities, etc.
5. Please indicate the persons who will be attending the preapplication meeting, who is the designated point of contact, and a telephone number where that person can be reached.

Please send all of the above information to the Agency's Regulatory Programs Division at the address below, and an Agency Environmental Program Specialist (EPS) will contact you to arrange for a pre-application meeting at the Agency regarding the proposed development.