



# **City of Parkland**

## **Planning and Zoning Department**

6600 University Drive, Parkland, FL 33067

Phone (954) 753-5040 Fax (954) 341-5161

**Call The Mellgren Planning Group 954.475.3070 to Schedule Your Meeting**

**NEW APPLICATIONS SHALL NOT BE ACCEPTED BY THE CITY  
UNLESS ACCOMPANIED BY THIS FULLY EXECUTED FORM**

## PRE-APPLICATION MEETING FORM

A Pre-Application meeting provides the opportunity for petitioners to formally meet with a Town planner prior to submitting development application(s) and discuss the following:

- 1. Checklist/Process/Supplemental Documentation
- 2. Traffic Study
- 3. Application Fees (Professional services such as traffic studies, planning consultants and City Attorney fees are on a full cost-recovery system)
- 4. Potential processing timeframes
- 5. Potential issues

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

Application Type and Description\_\_\_\_\_

## Comments

Petitioner's Name (*print/signature*) Date

**Petitioner's Phone** \_\_\_\_\_ **Petitioner's E-Mail** \_\_\_\_\_

Planner's Name (*print/signature*) Date