



CITY OF RUSSELLVILLE
Planning and Development Department
 220 N. Knoxville
 Russellville, AR 72801
 Telephone (479) 968-1002; Fax (479) 968-2358

PRE-APPLICATION MEETING REQUEST

All items should be completed, this form is intended to help direct applicants and staff on information needed to wisely use the time associated with a pre-application meeting. If additional space is needed, attach more pages to this form.

PROPERTY		Name of Project:	
Address:			
Legal Description:			
Property Acreage:		Anticipated Construction Date:	
PROPERTY OWNER			
Name			
Address			
Telephone		E-mail	
PERSON FILING APPLICATION			
Name			
Address			
Telephone		E-mail	
NAME OF CONSULTANT if known:			
Address			
Telephone		E-mail	
ZONING CLASSIFICATION:			
Cultural or Natural Features of the site:			
APPLICATION SHALL INCLUDE:			
Site plan (electronic if possible) showing the following:			
A. Vicinity Map - especially important if no address has been assigned		C. Proposed landscaping	
B. Sketch Plan showing proposed building outline, sidewalks, curbs, drives, parking, loading areas and striping		D. Relationship of proposed layout to natural features and or surrounding development patterns.	
If this application is required per the Land Subdivision and Development Code submittal of the specifications outlined in Article 3.2 of the LSDC is required in addition to the information requested on this application.			
SIGNATURE OF APPLICANT:			DATE: