Informal Neighborhood Meeting Form for Developments and Land Use Changes

The Planning Department strongly encourages applicants for development approval or land use changes adjacent to single family residential land uses to meet informally with adjacent neighbors or the Neighborhood/Homeowner's Association(s) to provide an early opportunity for dialogue. The applicant and/or neighborhood(s) may use this attachment, at their discretion, to indicate to relevant Departments and recommending bodies the outcome of any discussions. Please answer the questions below, using additional pages if necessary.

Type of application:  □ Comp. Plan Amendment  □ Rezoning  □ Development

Formal title of application:  ______________________________________________________

Name of writer:  ____________________________________ Date:  _____________________

Writer's affiliation (applicant/association/other):  ______________________________________

1. Did the applicant meet with the affected Neighborhood/ Homeowner's Association(s) or other residents?
   □ Yes  □ No

   A. Title of the Association(s):  ______________________________________________
   B. Name of neighborhood(s):  ______________________________________________
   C. Dates of meeting(s):  ___________________________________________________
   D. Number of residents/representatives present at each meeting:  _______________

3. What initial concerns did the neighborhood or representatives communicate?

   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

4. If any, how did the applicant revise plans in to address the above concerns?

   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

5. If revisions were made, did they resolve concerns of the neighbors/representatives?
   □ All concerns were resolved  □ Some concerns were resolved but not others
   □ No concerns were resolved

6. If plans were revised, what continuing or new concerns did the neighborhood communicate?

   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

7. Can the continuing or new concerns be alleviated through a reasonable revision of plans?
   □ Yes  □ No

8. Is the applicant willing to continue discussions with the neighbors or representatives?
   □ Yes  □ No