FORM 8-D

HIGHLANDS COUNTY, FLORIDA
PRE-APPLICATION CONFERENCE REQUEST FORM

A Pre-application Conference is mandatory for any development that requires submission of a Major Traffic Impact Analysis (TIA) as part of the Comprehensive Plan Amendment or Concurrency Clearance application. At a minimum, the topics listed in Sec. 01.501 of the *Highlands County Technical Standards Manual*, latest edition, shall be discussed and agreed upon. This form shall be completed and submitted with the appropriate fee before a pre-application conference is held.

This request is for: ☐ Comprehensive Plan Amendment ☐ Concurrency Clearance

☐ Large Scale or ☐ Small Scale

The undersigned hereby requests the County Engineer to schedule a pre-application conference to discuss submission requirements and to review and approve a traffic study methodology.

1. Owner's Name: _____

2. Owner's Mailing Address: _____

   _____

   Phone: _____

   Authorized Representative: _____

   Owner's Email: _____

   Representative's Email: _____

3. Attach written authorization to act on the owner's behalf.

4. a. Project Name: _____

   b. Project Address: _____

   c. Size of Property: _____square feet; _____ acres

5. Attach a general description of the project (such as current and proposed zoning, parcel identification number, brief legal description, number of units of residential or nonresidential use, internal site circulation and access needs, impacted area, roadway needs). **Conference will not be held if information is not attached.**

6. Proposed Attendees: _____ _____

   _____ _____

   _____ _____

_____ _____

(Owner's or Authorized Representative's Signature) (Date)