



DEVELOPMENT SERVICES

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-668-5061

PRE-DEVELOPMENT MEETING REQUEST FORM

The Pre-Development Meeting is intended to allow for exchange of non-binding information between the Applicant and City Staff to ensure that the Applicant is informed of pertinent development regulations and processes. Representatives from various City departments may attend the meeting, based on the proposed project. Pre-Development Meetings are held by appointment on Thursday mornings in 45-minute increments. To reserve your meeting time, please **complete each section of this request form to the best of your ability and attach a location map** of the area to be discussed.

You may submit this form in person to the Permits Department at 20025 Highway 6, Manvel, TX 77578 or by e-mail to permits@cityofmanvel.com. You will be contacted within 5 business days to arrange the time and date of the meeting. For questions, please call 281-489-0630.

General Information

- Project Name: _____
- Project Address: _____
- Applicant's Name: _____
- Phone: _____ Email Address: _____
- What is your affiliation with the project? Property Owner Developer Prospective Buyer Other
If other, please explain: _____
- Please indicate the primary purpose for the meeting: Due Diligence/Fact Finding Requirements
 Other, please explain: _____
- Please indicate the total number of people you expect to attend the meeting: _____

Project Details

- **Project Type:** Commercial Multi-Family Residential Single -Family Residential
- If the project is Commercial, indicate if any of the following are proposed. Retail Center Gas Station School Day Care Restaurant Other: _____
- If the project is Multi-Family Residential, please indicate the approximate number of new lots or dwelling units: _____
- If the project is Single-Family Residential, do you intend to have more than one dwelling unit on the same property without subdividing? Yes No
- Add the total square footage for the Building/Occupancy: _____
- Please provide a detailed description of the proposed project:



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Project Details

Go to [Geographic Information System \(GIS\) Mapping Department | Manvel, TX - Official Website \(cityofmanvel.com\)](http://Geographic Information System (GIS) Mapping Department | Manvel, TX - Official Website (cityofmanvel.com)) and click on “City of Manvel GIS Map” to answer the questions below:

- Is property in City’s External Territorial Jurisdiction (ETJ): Yes No
- What is the current use of the property: _____
- What is the zone of your project: _____
- Approximate Acreage: _____

Drainage Details

- What Flood Zone is the property? (Check all that apply) X X500 AO AE V
- What is the Drainage District for the property? Brazoria County Drainage District #3 Pearland Drainage District #4 Iowa Colony Drainage District #5
- Have you spoken with the Drainage Authority checked above? Yes No

Civil Details

- Do you have preliminary site plans or concept drawings prepared? Yes No
- Do you have a survey? Yes No
- Are you proposing to build a new building(s)? Yes No
- Do you propose new streets? Yes No
- Do you propose new driveways? Yes No

Water & Sewer Utility Details

- Do you propose connecting this project to City or MUD Service? Yes No
- If yes, which one, City or MUD: _____
- Do you propose new septic system and water well? Yes No
- Please list any specific questions or topics you anticipate discussing:

Fire Protection Details

- Will Fire Sprinklers be required? Yes No
- Will there be hazardous materials stored? Yes No
- Will high pile storage exist? Yes No
- Will there be Fire Access Lanes needed? Yes No
- Are Fire Apparatus Access Roads provided? Yes No



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Submittal Materials

For the Pre-Development Meeting to be most effective, please submit the following with your request:

- Site location map
- Conceptual site plan, sketches or other graphic information depicting the proposed project.
- Any other pertinent project information that may be useful to help assess the project.

By submitting this request form, the applicant understands that the pre-development meeting is for informational purposes and any preliminary analysis provided by staff during this meeting does not constitute a formal review of the project, imply subsequent approval, nor preclude future comments. It is the responsibility of the applicant to read and comply with all applicable regulations and requirements in effect on the submittal date. An application must be submitted within six (6) months of the meeting, or a new Pre-Development Meeting may be appropriate. Future meetings may be required for subsequent applications or to further prepare the applicant for submittal.