



APPLICATION FOR DEVELOPMENT REVIEW TEAM

For Office Use Only

DRT #: _____

Filed Name: _____

Date & Time: _____

Contact Person Information			
Name:	Phone:		
Company:	Email:		
What is your role in the project?			
Meeting Type Preference <i>(please note we will try to accommodate as best we can)</i>		In-Person	Zoom
Property Information			
Location/Address/or Parcel No. of Project Site:			
Existing Property Description:			
<i>(i.e. existing structures, zoning, other relevant features)</i>			
Project Information			
Brief Project Description:			
Brief Timeline or Phasing Plan for the Project:			
Specific Topics and/or Concerns You Would Like to Discuss with DRT?			
Project Support Documents			
Required Document: Please attach a site aerial/GIS Image. <i>(Image must include property outline, north arrow, and street labels)</i>		Document Attached?	
Additional documents can be submitted for a more detailed review and discussion of your proposed project. Possible additional submittal items include:			
<ul style="list-style-type: none"> • Site Plan with Dimensions • Building Elevations • Floor Plan with Dimensions 			

Applications and required support documents are due by Monday at 5pm to be scheduled for a DRT meeting on Thursday, of the same week. Please submit to Melissa Dougherty-O'Hara by emailing Mdougherty@kearneygov.org.