



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434
Winter Springs, Florida 32708
customerservice@winterspringsfl.org

Pre-Application Meeting

The Pre-Application Meeting provides prospective applicants an opportunity to meet with City staff to discuss proposed developments, outline any major areas of concerns, and to determine the next steps of the development proposal. A prospective applicant, who desires to submit an application for a development project, which will require a Community Workshop under [section 20-29.1](#), shall be required to schedule and attend a Pre-Application Meeting with the Community Development Department in order to discuss the application process and the proposed project. For all other projects, it is recommended that applicants meet with the Community Development Department prior to submitting an application.

No person may rely upon any comment made by any participant at the pre-application conference as a representation or implication that the application will be ultimately approved or rejected in any form. The applicant shall attach preliminary site plan (if available), prior to the meeting, or a rough graphic representation at a minimum, of the proposed development. The review shall be completed within thirty (30) business days.

Applicant/Agent Information

Applicant(s): _____ Date: _____

Mailing Address: _____

Email: _____

Phone Number: _____

Property Owner(s): _____

Mailing Address: _____

Email: _____

Phone Number: _____

Site Information

Property Address: _____

Parcel ID(s): _____

Parcel Size: _____

Existing Use: _____

Proposed Use: _____

Zoning District: _____

Future Land Use: _____

Is the property located in the [Town Center District](#)? ____ Yes ____ No

Is the property within the [S.R. 434 Corridor Overlay District](#)? ____ Yes ____ No

Is the property located in the [Greenway Interchange Zoning District](#)? ____ Yes ____ No

