

BRING YOUR DREAMS.



DEVELOPMENT REVIEW TEAM (DRT) Overview

Welcome to the Development Review Team! The purpose of these meetings is to walk through your proposed development or project, answer any questions you may have, and bring any potential issues up for discussion before plans are finalized. DRT is comprised of a cross section of the City's key staff members, including department/division heads, who work with development on a daily basis. The mission of the DRT is to provide the best possible customer service by maintaining close contact with the project representative(s), providing thorough project review and feedback, and resolving issues at the earliest possible stage of development. All discussion at DRT is confidential.

The goal of the DRT is to ensure efficient coordination of development services through effective use of staff time, consistent technical interpretation and quality decision making, which is essential to the success of a project.

The effectiveness of the DRT is best implemented by asking the developer's team of professionals (architect, owner, civil engineer, and project liaison) to provide a complete development plan. We realize it all starts with an idea, so we ask you to choose the type of meeting necessary at this time to begin to make your development plan a reality. The more you can share about what you hope to achieve, the better the DRT can serve you at the various stages of your development.

Thank you for choosing Brookings as the site for your development. Exceptional development results from committed teamwork between the development community and City staff. Teamwork is most successful through frequent and effective communication using consistent facts and data points. We invite you to tour our City website (www.cityofbrookings.org) to view the latest versions of local codes and ordinances.

The City of Brookings offers weekly Development Review Team meetings on Thursdays, beginning at 10:00 a.m. The deadline to get on the DRT Agenda is by noon of the Thursday prior. DRT applicants can schedule time slots with Jake Meshke who can be reached at 605-697-8639 or jmeshke@cityofbrookings.org. Information regarding the project, drawings, plans, and any support information required should be submitted prior to the meeting so staff can better prepare for our meeting. We look forward to getting to know you and discussing your project!

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