

BRING YOUR DREAMS.



**DEVELOPMENT REVIEW TEAM (DRT) MEETING REQUEST**

**Welcome to the Development Review Team.** The City of Brookings has a progressive group of staff available to review projects. The DRT works with project representatives to identify opportunities and resolve potential issues before plans are finalized. This process is designed to save you time and money.

Attendees present an overview, location and any concerns of their project. Complete development plans are not necessary for the initial meeting, however; any support information you provide is appreciated and helps facilitate better discussion. **All discussion at DRT is confidential.**

DRT meets every Thursday at 10:00 a.m. The deadline to get on the DRT Agenda is by noon of the Thursday prior.

**Please complete the following information to the best of your ability. The more you can share about what you hope to achieve, the better the DRT can serve you in the initial stages of your development.**

**Contact Information**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Phone No. \_\_\_\_\_

Project Address \_\_\_\_\_

Briefly describe your proposed project:

What specific topics would you like to discuss with staff? What items are of greatest concern to you at this time?

Please attach a site plan and any useful documents to help staff prepare for the meeting.