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BRAZORIA COUNTY ENGINEERING
451 N VELASCO, SUITE 230
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Pre-Development Meeting Request

The Pre-Development Meeting is intended to allow for exchange of non-binding information between the Applicant and County Staff to ensure that the Applicant is informed of pertinent development regulations and processes. Pre-Development Meetings are offered as a free service for applicants to learn more about the County's application procedures and help answer general questions. Representatives from various County departments may attend the meeting, based on the proposed project. When possible, any professionals that will be involved in designing or managing the project, such as engineers or architects, should attend the meeting to learn about the procedural requirements and how to assemble a complete application. Pre-Development Meetings are held by appointment Thursday mornings in one hour increments. We suggest you submit your meeting request as soon as possible as requests are processed in the order in which they are received and time slots fill quickly. 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 Engineering Department at 451 N. Velasco, Suite 230, Angleton, Texas 77515 or by e-mail to engineer-development@brazoriacountytx.gov. You will be contacted within 5 business days to arrange the time and date of the meeting. For questions please call 979-864-1265

General Information

- Project Name: _____
- Applicant's Name: _____
- Phone: _____Email Address: _____
- What is your affiliation with the project? ☐Property Owner ☐Developer ☐Prospective Buyer ☐Other, please explain: _____
- Please indicate the primary purpose for the meeting: ☐Due Diligence/Fact Finding ☐Project Feasibility ☐Project Design ☐Requirements ☐Other
  If other, please explain: _____
- Please indicate the total number of people you expect to attend the meeting: _____
- Are you familiar with the development process in Brazoria County? ☐Yes ☐No
- Have you spoken with County Staff about this project? ☐Yes ☐No
  If yes, name of person with whom you spoke: _____
- Have there been previous County meetings on this project? ☐Yes ☐No
  If yes, date: _____
- Is this an active project that has prior approvals? ☐Yes ☐No
  If yes, project name: _____

Project Details

- **Project Type:** ☐Commercial ☐Multi-Family Residential ☐Single -Family Residential ☐RV Park ☐Manufactured Home Rental Community ☐Mobile Home Trailer Park ☐Industrial ☐Thoroughfare Discussion for Potential Project ☐Tax Abatement for Potential Project
- If the project is Single- or 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
- If the project is Commercial, indicate if any of the following are proposed. ☐Retail Center ☐Gas Station ☐School ☐Day Care ☐Food Preparation ☐Other: _____
- Please provide a detailed description of the proposed project:

Property Information

Go to https://brazoriacountytx.gov/departments/engineering/gis/maps and click on "Interactive Map" to answer the questions below:

- Does property border a County/City Thoroughfare: ☐Yes ☐No ☐Don't Know
- Does property border a TxDOT Roadway: ☐Yes ☐No ☐Don't Know
- Is property in City's ETJ: ☐Yes **City:** _____ ☐No ☐ Don't Know
- Street Address: _____
- Legal Description: _____
- Parcel/Abstract#: _____
- Nearest Cross Street: _____
- Approximate Acreage: _____

Development Along a Planned or Existing Thoroughfare

- Does property border a County Planned or Existing Thoroughfare: ☐Yes ☐No ☐Don't Know

The County has an official thoroughfare plan. It is the duty of the property owner and/or developer to adhere to said plan. Coordination and adherence to the plan consists of the following:

1. Should a planned or existing thoroughfare run through a proposed subdivision, the developer is to dedicate the necessary right-of-way of 120 feet as well as construct the thoroughfare to planned capacity (usually four (4) lanes divided).

2. Should the planned or existing thoroughfare run adjacent to the proposed subdivision:
    - **a.** The property owner and/or developer shall dedicate their half of the necessary right-of-way.
    - **b.** The property owner and/or developer will be required to build half of the thoroughfare if the proposed subdivision is an urban subdivision or is being divided for commercial or multi-family residential purposes.
    - **c.** Rural subdivisions and small subdivisions will have to dedicate the adequate right-of-way for thoroughfares adjacent to the subdivision, but will not be required to construct any portion of them.

d. Subdivisions that are exceptions to these Subdivision Regulations may not be required to dedicate right-of-ways or construct any portion of the thoroughfare, but will be required to plan setbacks and lot frontage restrictions in accordance with these Subdivision Regulations and Commissioners Court Order No. 8.O.3 dated August 28, 2023.

Drainage Details

- What Flood Zone is the property? (Check all that apply) ☐X ☐X500 ☐A ☐AO ☐AE ☐V ☐VE
- What is the Drainage District for the property? ☐Angleton Drainage District #1 ☐Velasco Drainage District #2 ☐Brazoria County Conservation and Reclamation District #3 ☐Pearland Drainage District #4 ☐Iowa Colony Drainage District #5 ☐Danbury Drainage District #8 ☐West Brazoria County Drainage District #11 ☐No Drainage District
- Have you spoken with the Drainage Authority checked above? ☐Yes ☐No
- Do you propose to outfall drainage to a County-Maintained Road? ☐Yes ☐No

Civil Details

- Do you have preliminary site plans or concept drawings prepared? ☐Yes ☐No
- Do you have a deed? ☐Yes ☐No
- Do you have a survey? ☐Yes ☐No
- Do you have a title policy? ☐Yes ☐No

If you answered yes to any of the above, please attach a hard copy and submit a digital file for each document referenced.

- Do you intend to transport Heavy Truck Load(s) over 20,000lbs? ☐Yes ☐No
- Do you intend to subdivide or combine the property with other parcels? ☐Yes ☐No
- Are you proposing to build a new building(s)? ☐Yes ☐No
- Will you expand or alter an existing building(s)? ☐Yes ☐No
- Demolish any buildings? ☐Yes ☐No
- Will you be constructing a new driveway or intersection with a County Road? ☐Yes ☐No
- Do you propose new streets? ☐Yes ☐No

Water & Sewer Utility Details

- Is project within an existing Utility District or is one anticipated to be created? ☐Yes ☐No
  If yes, District name: _____
- Do you propose to connect this project to City or MUD Service? ☐Yes ☐No
  If yes, which City or MUD:_____ ☐Sewer ☐Water ☐ **Both:** Water & Sewer
- Do you propose new septic systems? ☐Yes ☐No
- Do you propose new water wells? ☐Yes ☐No
- Is there an existing water well onsite? ☐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
- Is this a State or Federal regulated site? ☐Yes ☐No

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 (if available);
- 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.

Following to be completed by Brazoria County Staff

Date Received: _____ Received By: _____