



## SECTION 1.02

# Developer Conference

After the submittal of a complete development petition, the Department of Planning and Zoning will schedule a Developer Conference. Representatives from the Departments of Planning & Zoning, Engineering, and Parks and Recreation may be present at this meeting to review Staff's comments on the development petition and the first set of plans.

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### Who should attend the Developer Conference?

- Town Staff may include representatives from: *Planning & Zoning, Engineering, and Parks & Recreation*
- Petitioner/ Applicant
- Developer
- Project Team- *Engineer, Site Designer, Landscape Architect, Architect, etc.*
- Property Owner

### What will be discussed at the Developer Conference?

*Staff will bring a copy of the plans submitted for review and copies of Staff's review comments*

- Staff comments regarding Site Design/ Zoning District requirements/needs/changes
- Whether Architectural requirements are being met
- Whether the findings for the waiver(s) have been adequately met
- Open Space needs/requirements
- Implementation of Utility/ Infrastructure improvements
- Additional fees that may be required
- Review Schedule
- Additional requirements with next review