



Presubmittal Meeting Request Form

Instructions: Forward the completed form to Kamie Fitzgerald via fax (512) 671-2751 or email (kfitzgerald@round-rock.tx.us) to schedule a presubmittal meeting.

- 1) Requested meeting date:

- 2) Choose one:
Legal Description, Address, or R# from Williamson County Appraisal District

- 3) Proposed land use:

- 4) Contact Name:

- 5) Contact Phone:

- 6) Contact Email:

- 7) Project Owner's Name and Address:

- 8) Questions to be addressed:

- 9) Scope of work and City permitting steps to be discussed:

The presubmittal meeting does not constitute a City review for the purposes of approval or permit issuance. Upon submittal of the appropriate applications comments are to be expected that were not discussed at the meeting. Nor shall the date of the meeting be construed as the submittal date for the application