



Development Assistance: Pre-Application Meetings



The City of Arnold Community Development Department offers Pre-Application Meetings as an optional, informal step in the land use, zoning, and building permit process. These meetings are designed for applicants, potential developers, property owners, and their representatives to engage with City staff prior to submitting formal applications. The purpose is to explore development possibilities, discuss project concepts, and gain clarity on the City's review process and expectations. This proactive approach helps stakeholders make informed decisions about their property or development proposals.

Purpose of Pre-Application Meetings:

- **Explore Development Opportunities:** Understand potential uses for a property or how to position it for marketing.
- **Discuss Development Proposals:** Review detailed project concepts before formal application submission.
- **Receive Guidance:** Obtain insights into the City's regulations, perspectives, and requirements.
- **Streamline the Process:** Address potential issues early to minimize delays later in the review process.

Who Attends the Meetings? Representatives from various City departments involved in the development review process typically attend, depending on the project's scope. These may include experts in:

- Planning & Zoning
- Building Codes & Permits
- Streets & Sidewalks
- Stormwater Management
- Land Disturbance & Grading

When relevant, external representatives, such as the Rock Community Fire Marshal, may also be invited to participate.

How to Prepare for the Meeting: Providing detailed information in advance allows City staff to offer more tailored and specific guidance. While not required, the following materials can be particularly helpful:

- Aerial photographs of the property
- Surveys or plats of the site
- Anticipated property uses or business types
- For more advanced proposals, a preliminary site plan that includes:
 - Building locations and setbacks
 - Number of units, square footage, or other project details
 - Building elevations, materials, and construction types

Scheduling a Meeting: To schedule a Pre-Application Meeting, please contact Senior Planner Sarah Turner or Community Development Engineer Christie Hull-Bettale in the Community Development Department at 636-282-2378.

By collaborating early in the process, we aim to support successful and compliant development within our community.

