

**Matt Hanks, J.D., P.E.**  
COUNTY ENGINEER

**Trey Haskins, P.E., CFM**  
ASST. COUNTY ENGINEER

(979) 864-1265  
Office



**Clay Forister, P.E., CFM**  
ASST. COUNTY ENGINEER

**Karen McKinnon, P.E., CFM**  
ASST. COUNTY ENGINEER

(979) 864-1270  
Fax

## **BRAZORIA COUNTY ENGINEERING**

451 N VELASCO, SUITE 230  
ANGLETON, TEXAS 77515  
[www.brazoriacountytx.gov](http://www.brazoriacountytx.gov)

### *Pre-Development Meeting Request*

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@brazoria-county.com](mailto:engineer-development@brazoria-county.com). 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: \_\_\_\_\_

### Property Information

Go to <http://brazoriacountytx.gov/departments/engineering/maps> and click on “Interactive Map” to answer the questions below:

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

### 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 (Brazoria County 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

### Project Details

- **Project Type:**  Commercial  Multi-Family Residential  Single -Family Residential  RV Park  Manufactured Home Rental Community  Mobile Home Trailer Park  Industrial
- 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.  School  Day Care  Food Preparation  Other: \_\_\_\_\_
- Please provide a detailed description of the proposed project:

### 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 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

**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 services?  Yes  No  
If yes, which city and sewer, water or both: \_\_\_\_\_
- 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: \_\_\_\_\_

Scheduled Meeting Date: \_\_\_\_\_ Meeting Time: \_\_\_\_\_