

Planning and Zoning  
469-218-7722

**City of Red Oak**  
**DRC MEETING REQUEST FORM**  
Email: [ahiggins@redoaktx.org](mailto:ahiggins@redoaktx.org)

City of Red Oak  
411 W. Red Oak,  
Texas 75154

Applicant Information		
Development Address or General Location: _____		
Contact Name: _____	Telephone: _____	
Address: _____		
City: _____	State: _____	Zip Code: _____
Email Address: _____		
Ownership Status: <input type="checkbox"/> Purchased/Current Owner <input type="checkbox"/> In Process of Purchasing <input type="checkbox"/> Prospective Owner		
<b>Staff encourages design professionals (architects, engineers, surveyors, landscape architects, etc.) to be present at the meeting. If they are unable to be present, please submit relevant questions from the professional before the meeting.</b>		

Project Information		
Type of request: <input type="checkbox"/> Zoning <input type="checkbox"/> Plat <input type="checkbox"/> Site Plan <input type="checkbox"/> Exception <input type="checkbox"/> Unsure		
Proposed use: _____		
Size of the development site: _____ Acres/Square Feet		
Proposed height: _____	Is the site platted? <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Unsure	
Are there any anticipated exception requests? <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Unsure		
If so, what are they? _____		
Estimated cost of improvements as development is proposed: _____		
Funding appropriated: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
For Residential – Is there a builder selected for the project? <input type="checkbox"/> Y <input type="checkbox"/> N		
How many units are proposed? _____		
Anticipated submittal date to Planning (Site plan, plat, zoning request, etc): _____		
Description of development/request:		

Please submit this form, legible drawings, and other pertinent information to:

Ashleigh Higgins, Planning Technician  
[ahiggins@redoaktx.org](mailto:ahiggins@redoaktx.org), 469-218-7722

***Please note that if no application is made within six (6) months of this meeting, another -pre application meeting is required.***