



DRC MEETING REQUEST FORM

DRC stands for *Development Review Committee*. The DRC's purpose is to assist citizens and developers with their development projects and advise them on City policies and regulations. The DRC meets in 30 minute intervals between 9 a.m. until noon every Wednesday morning at Waxahachie City Hall.

Meeting Details

Date of Meeting: _____ Preferred Time: _____
Requestor Name: _____ Requestor Email: _____

Property Information

Address or Parcel ID# _____

Is the property platted? **Yes** **No** Located in floodplain? **Yes** **No**

Water/sewer available? **Yes** **No** Industrial/commercial? **Yes** **No**

Use (per Zoning Ordinance Use Charts): _____

Current Zoning: _____ Does use match zoning? **Yes** **No**

DRC Attendees

Identify the following disciplines requested for your meeting:

- City Management**
- Public Works** (streets)
- Building Official** (permits and inspections)
- Fire Marshal**
- Economic Development**

- Planning and Zoning**
- Utilities** (water and sewer)
- City Engineer**
- Emergency Management**
- Downtown Director**

Please describe how you would like to use the property or what will be developed:

Please list any specific questions you would like City staff to answer:

1) _____

2) _____

3) _____

Please submit this form, along with preliminary drawings (if available) via e-mail to dwright@waxahachie.com. Staff will e-mail you to confirm your meeting date/time.

The comments provided by Staff at DRC meetings are informational only and DO NOT confer approval of any plan or project. Additional comments related to your project will be provided upon review of a formal development application. A meeting with the DRC is not intended as a substitute for reading and applying the appropriate City development codes and ordinances to your project.