



CITY OF GIG HARBOR PRE-APPLICATION CONFERENCE

The City of Gig Harbor offers a pre-application conference to any interested parties. This forum allows an opportunity for those interested in developing a parcel (constructing a new structure, renovating an existing structure, subdividing or rezoning a parcel, applying for a PUD, etc.) to sit down and discuss their proposal with the City's staff members who normally review these projects.

Along with your application and applicable fee please submit **one** set of not less than the following:

- ☐ A detailed cover letter describing the nature of the proposal
- ☐ Scaled site plan drawing
- ☐ A list of questions/concerns that you would like staff input on

The more detailed the submitted information, the greater the depth to which staff can review and comment.

Upon receipt of the application and documents listed above, the Planning Division will schedule you for a pre-application conference and send out a letter notifying you of the date and time.

It is impossible for the conference to be an exhaustive review of all potential issues. The discussion at the conference, or the information provided to the applicant at the conference, does not bind or prohibit the city from future application or enforcement of applicable law.



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Project Name: _____

Address: _____

Parcel(s)#: _____

Owner's Name: _____

Address: _____ City: _____

Phone: _____ Zip: _____

Contact Person (for this conference): _____

Address: _____ City: _____

Phone: _____ Zip: _____

Email: _____

Describe the Proposed Project:

Owner/Agent: _____ Date: _____

Signature

Planning Division | 3510 Grandview Street | Gig Harbor, WA 98335 | 253.851.6170 | gigharborwa.gov

The City of Gig Harbor is pleased to offer electronic plan review.

Please submit completed [Intake Request](#) form to planningintake@gigharborwa.gov

7/19/2024