



Pre- Development Meetings

a) Introduction

What is a Pre-Development?

A Pre-Development meeting introduces the development team to local codes regulations and the city staff who will be working with them during the project. This meeting allows the development team (Engineers, Architects, Property Owners) to discuss their proposed project with city staff. The staff explains city ordinances and requirements that pertain to said project, permitting and development process, and rules and regulations adopted by the city. A packet containing the development regulations discussed is emailed to the applicant after the meeting.

What is a consultation?

A consultation is a fact-finding meeting. It is recommended that this meeting is scheduled before the property is purchased, to discover the necessary steps required for your development. The team of city staff will walk through the process and give timelines for each required application(s); such as zone changes, platting, permitting, approvals required from other entities such as TxDOT.

b) Scheduling

Meetings are typically one hour long and virtually via Webex. Pre-Developments are held on Wednesdays at 9 a.m., 10 a.m., or 11 a.m. Consultations are scheduled on a first-come, first-serve basis depending on the required staff and calendar availability. Other dates may be considered upon request depending on staff availability and the meeting type. A site plan is required. If your meeting is a fact finding or consultation meeting, a drawing will help staff provide site specific development regulations and/or requirements.

c) Attendees

The meeting is typically attended by representatives of the following City departments:

Administration	Building Permits	Economic Development Corporation
Planning and Zoning	Public Works	Parks and Recreation
Fire Marshal	Projects	Chamber of Commerce
Engineering	Utility Billing	Brazoria County Drainage District #4

A Pre-Development or consultation meeting can be scheduled by completing the online meeting request form via [Cityworks](#). For additional information, please contact Development Services 281.652.1765 or 281.652.1761.

