



DURHAM CITY-COUNTY PLANNING DEPARTMENT
NEIGHBORHOOD PROTECTION OVERLAY
PRE-SUBMITTAL CONFERENCE REQUEST



Applicant Contact Information

Name:

Phone:

Email:

- A pre-submittal conference can be scheduled by returning this form by email to the Scott Whiteman (Scott.Whiteman@DurhamNC.gov), or by delivery in-person or mail to the Planning Department, 101 City Hall Plaza, Ground floor, Durham, NC 27701. Requests received by May 15th of each year will be scheduled for a pre-submittal conference on a first-come/first-served basis.
- A Neighborhood Protection Overlay Application will ***not be accepted*** unless the pre-submittal conference has been held.

Complete the required information below.

Describe Proposed Boundaries (this can also be provided with as a map illustrating the proposed boundaries):

Briefly describe the elements within the neighborhood to be preserved (please consult [Sec. 4.6, Neighborhood Protection Overlay](#), of the Unified Development Ordinance (UDO)):

For Internal Use:

Date Submitted:

Date Contacted:

Date Conference Scheduled: