



Oakland County's One Stop Ready program provides communities with ways to continuously improve processes that will help them achieve their economic development goals.

BEST PRACTICE

Pre-Application Meetings



With a Pre-Application Meeting, your community can provide applicants with an opportunity to meet with the necessary staff and consultants to review the proposal prior to formal application. Ideally, a single point of contact is established to make this process smoother for the applicant.

This reduces uncertainty for the applicant and provides everyone with timelines, critical decision points and an overview of what to expect. Potential problem areas are identified upfront — along with possible solutions.

The appropriate mix of staff and consultants attending a Pre-Application Meeting will vary depending on the size and scope of the project, examples include:

- Planner
- Building Official
- Engineer
- Public Service Staff
- Economic Development Coordinator
- Police and Fire Officials
- County and State Agency Representatives
- Contractors
- Consultants

Questions? Contact:

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