



# Request a Pre-Development Meeting

## Using our New Online Application



**First...** Open your Internet browser and type in this web address:

<http://cityservices.baltimorecity.gov/ppt/>

or navigate to our Planning web page (<http://baltimorecity.gov/government/planning/>) and click on the 'Online Pre-Development Form' link in the lefthand column.

**Second...** Create an Account. Click on 'Sign up Today' and enter your contact information. Then you will receive a confirmation email and then one with your account password.  
(You can change your password once you log in.)

Use your new account Username and Password to log in. (You will have a link back to the Login Screen from your email.)

Department of Planning  
Online Pre-Development Review System

Please login to your account.

Don't have an Account? Sign Up Today!!

Your user name is the email address you used to sign up for this service.

User Name:  ☐ Remember me (cookie)

Password:  [Forgot your password?](#)

Login

**Third...** You will be prompted to use the 'Add New Project Wizard' to enter your project information. On the first screen enter your Primary Address to identify your project.

**YOU MUST ENTER A PRIMARY ADDRESS FOR YOUR PROJECT.**

You can choose to enter the Block & Lot or the actual Address.  
(One will generate the other.)

This address will be used to automatically generate important property information for your project.

**Fourth...** After completing the 'Add New Project Wizard' select your project from the 'My Projects' screen. The 1st tab is called 'Contacts'. Here is where you will add additional contact information.

**YOU MUST MOVE YOUR CONTACT NAME TO THE PROJECT CONTACTS LIST.**

**Fifth...** Now you can view and update any of the information you have just entered. You can also print a PDF of Pre-Development Form that is filled out with your project information. Once everything is correct click the 'Save & Submit' button at the top. The Planning Department will receive your Proposed Project and contact you to schedule a meeting.