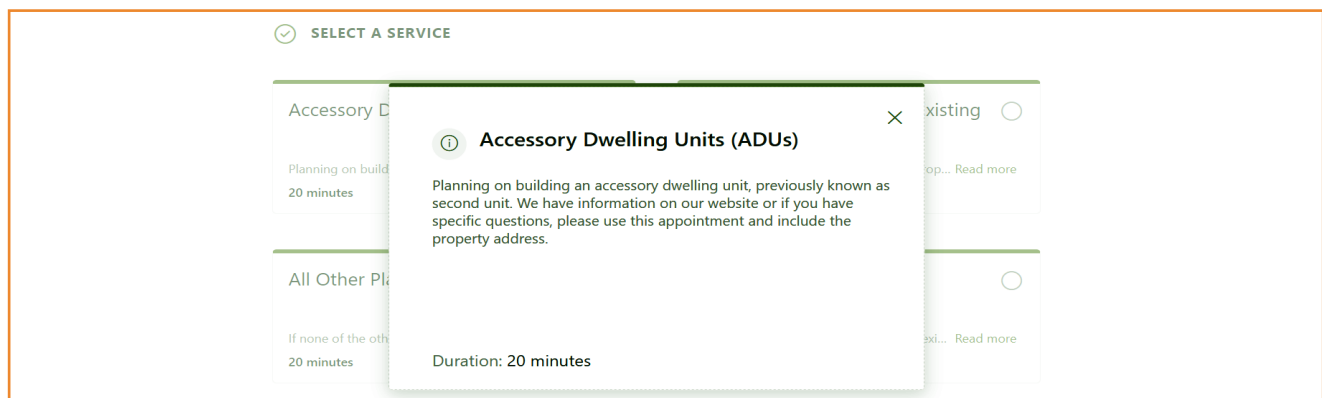
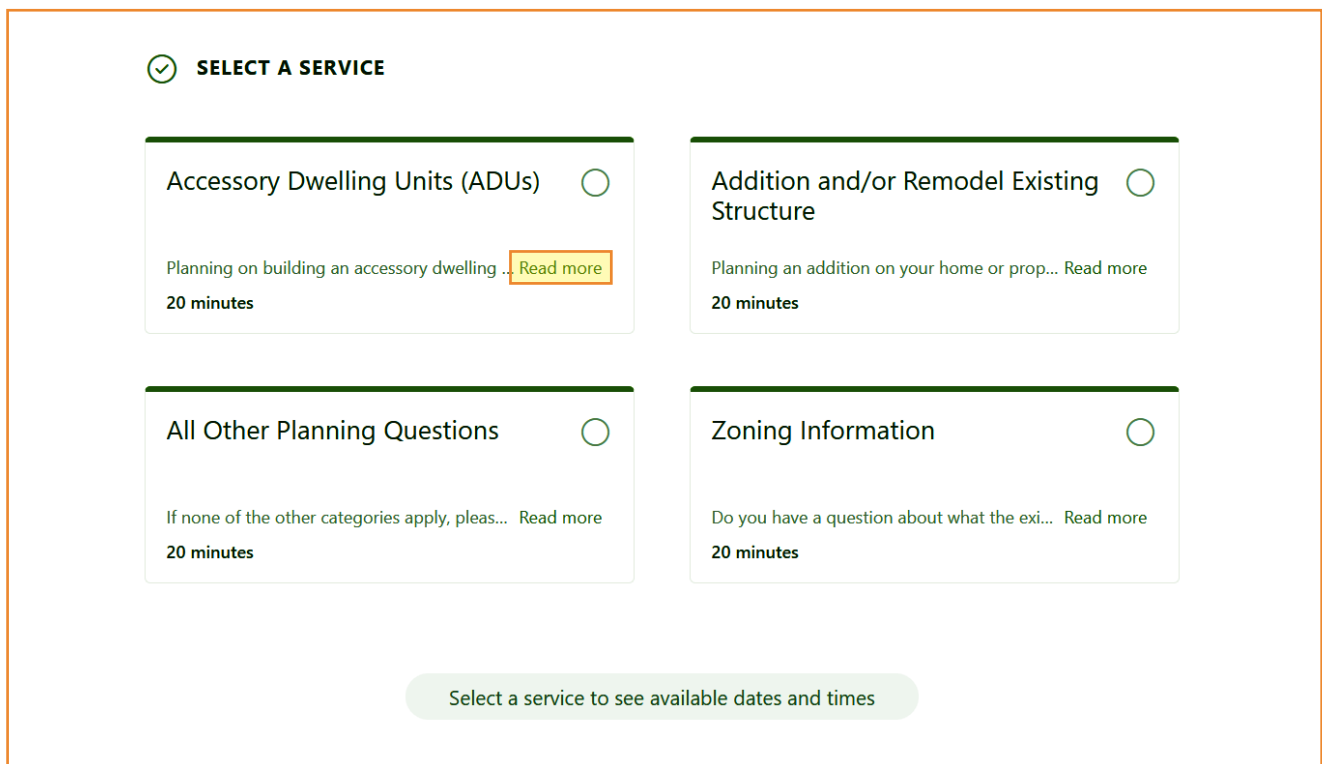


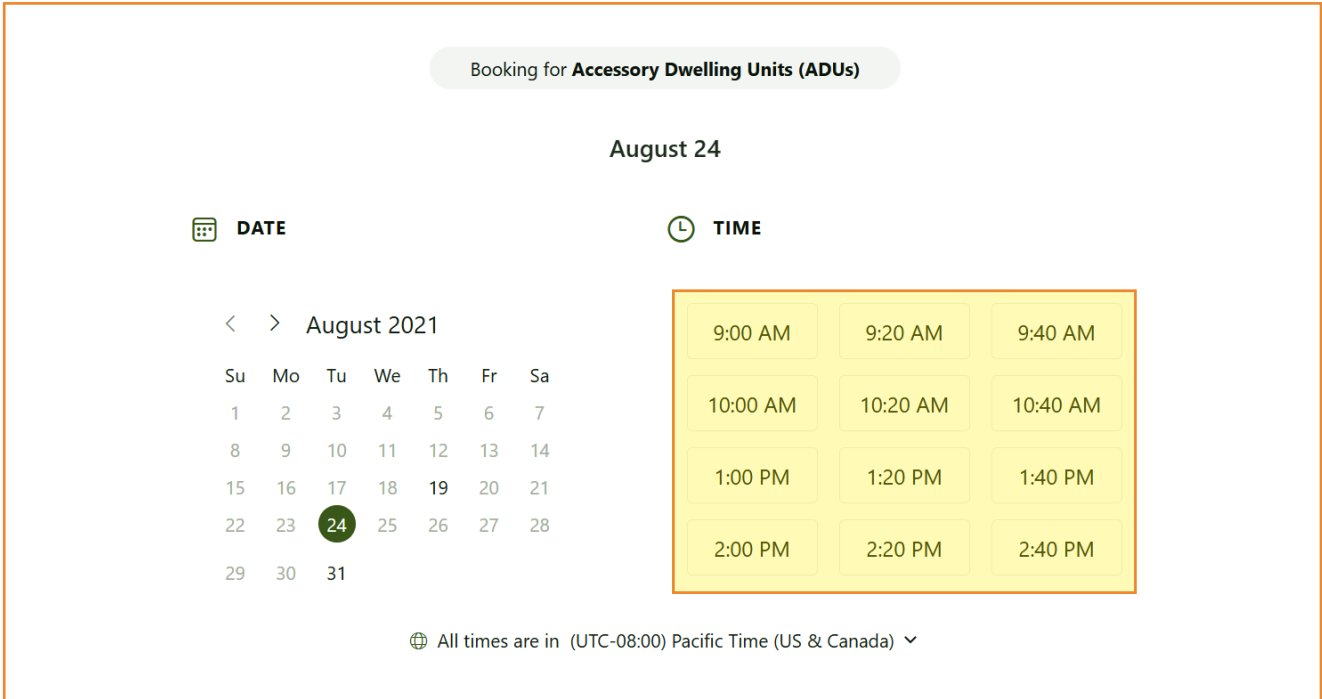


HOW TO SCHEDULE AN APPOINTMENT

- 1 The “Schedule Appointment” link will take you to a [Microsoft Bookings page](#) that includes a list of different meeting types (see picture below).
- 2 Click the “read more” button on any meeting option, for information about the meeting type.



3 After clicking on the meeting type, select a date on the calendar.



Booking for **Accessory Dwelling Units (ADUs)**

August 24

DATE **TIME**

< > August 2021

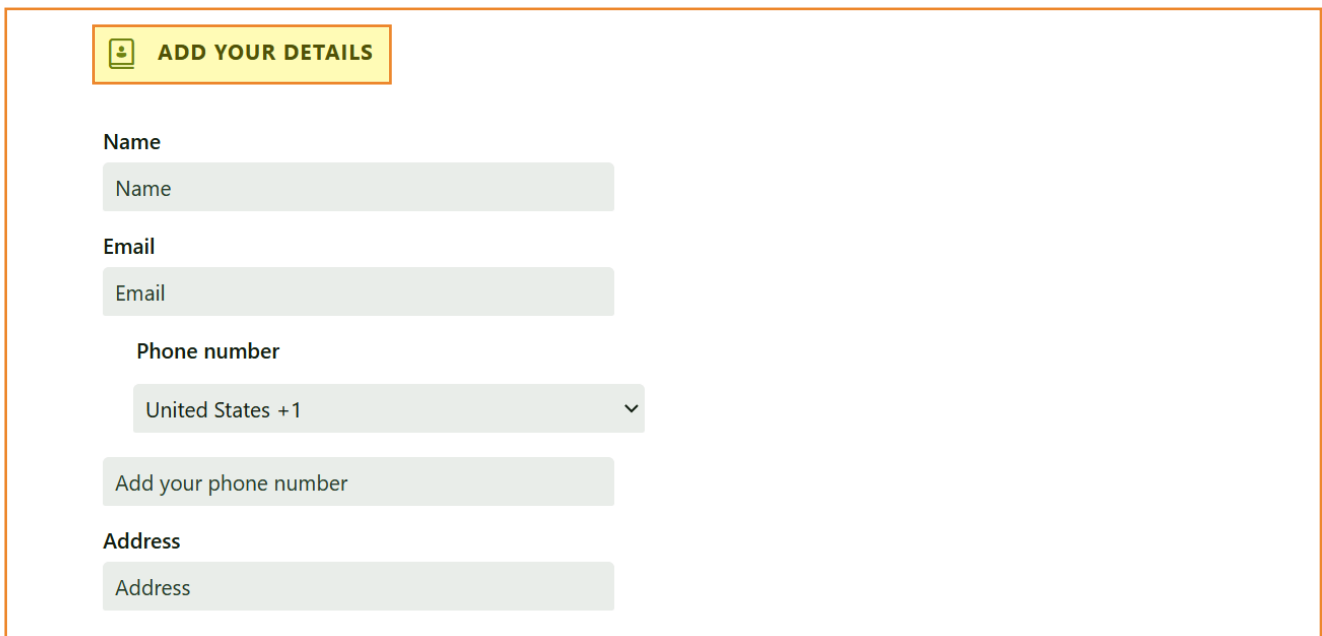
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9:00 AM	9:20 AM	9:40 AM
10:00 AM	10:20 AM	10:40 AM
1:00 PM	1:20 PM	1:40 PM
2:00 PM	2:20 PM	2:40 PM

All times are in (UTC-08:00) Pacific Time (US & Canada) ▾

4 After selecting a date, pick a time for your appointment from the available options. Please note that you are only allowed to book one-time slot in a day. Additional time can be arranged by request during your appointment.

5 After picking your date and time, enter the **required** fields: your name, email address, phone number, and project address. Staff will use this information to get a hold of you in the event the meeting needs to be moved, cancelled and/or prepare relevant documents for the given address.



ADD YOUR DETAILS


Name
Name

Email
Email

Phone number
United States +1 ▾
Add your phone number

Address
Address

- 6 Scroll down to enter the required information for the meeting. Include a brief description of your project and any application, building permit numbers associated with the project. Also, please specify if you are currently working with a planner or have spoken to a planner regarding your project.

 **PROVIDE ADDITIONAL INFORMATION**

Please provide the reason for this meeting request: (required)

Add your answer here

Please provide a description of the project: (required)

Add your answer here

If applicable, please include an application number, permit number and/or project address: (optional)

Add your answer here


Are you currently working with a staff planner or have spoken to a planner about your project?: (optional)

Add your answer here

Other information for staff: (optional)

Add your answer here

- 7 After filling out the meeting information, please check the acknowledgement dialogue box and then click the “Book” button.

 I understand that my meeting is limited to my scheduled time. I will have all necessary documents/files and information ready at the time of my appointment to allow for my questions to be answered. I understand that this appointment is for questions only and not for actual plan checking and application intake.


By checking this box, you consent to receive automated texts from City of Lafayette - Planning Appointments relating to your appointment. Standard messaging and/or data rates may apply. Text STOP to cancel.

Book

- 8 Once the appointment is confirmed, you’ll get an email confirmation message.




To manage, reschedule, cancel booking, or add new booking, click on “Change your appointment” at the bottom of the confirmation email.



LAFAYETTE

Confirmed booking for

Accessory Dwelling Units (ADUs)



Thursday, August 19, 2021
2:40 PM - 3:00 PM
(UTC-08:00) Pacific Time (US & Canada)



3675 Mt Diablo Blvd, Lafayette, California 94549,
United States


Additional Information


Planning on building an accessory dwelling unit, previously known as second unit. We have information on our website please click [here](#) or if you have specific questions, please use this appointment and include the property address.


Have a conflict?
[Change your appointment](#)

✔ Thank you for booking with us! You will get a confirmation message in email shortly

Upcoming booking for
Accessory Dwelling Units (ADUs)

 Thursday, August 19, 2021

 2:40 pm (20 minutes)

 3675 Mt Diablo Blvd, Lafayette, California 94549, United States

[Reschedule](#)

[Cancel booking](#)

[New booking](#)

ⓘ All times are in (UTC-08:00) Pacific Time (US & Canada)

We are excited to see you!