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News Release

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FOR MORE INFORMATION, CALL:

Date: November 15, 2018
Jon MacGillis, 561-233-5234

Changes to Naming Convention for Zoning Applications

The new version of the "Naming Convention" now being referred to as the "Application Checklist and Naming Guide" has been posted to the PZB Zoning Web page and will be effective on January 1, 2019. The Application Checklist and Naming Guide provides a more intuitive list of application Forms, Plans and Supporting Documents to be submitted based on the type of application request(s).

Overview of Changes:

- Re-format to a checklist format to provide individual sheets by application type for "Required" forms, plans, and documents;
- Changed title of document from "Naming Convention" to "Application Checklist and Naming Guide";
- Added each page to the appropriate application type for download, on Zoning Web page titled [Application Process](#);
- Added the form # to the name of each application form, for example: 1 General Application or 3 Consent;
- Updated the Zip files on the Zoning Web page for download of forms to reflect new format;
- Removed obsolete documents and forms #10, #20, #39;
- Removed form #30 Concurrency supplemental, as the required information is already on Form #1.

These changes will assist with the preparation of applications for submittal. To view the entire document on the PZB Zoning Web page, please click here: [Application Checklist and Naming Guide](#).

As per Jon MacGillis's direction, applicants may use either the old version or the new version until the effective date of January 1, 2019.

If you have any questions, please contact Jon MacGillis, Zoning Director at 561-233-5234 or via email at: JMacGillis@pbcgov.org