



Palm Beach County Zoning Division
 2300 N. Jog Road
 West Palm Beach, Florida 33411
 Phone: (561) 233-5200

PRE-APPLICATION REVIEW REQUEST FORM

All Zoning Applications, with the exception of Community Residential, require a Pre-Application Review (PAR) to be submitted by a minimum two weeks prior to application intake (see [Zoning Calendar](#)). Please submit this form through the online portal and attach Form 1, General Application along with any information and/or documentation to explain the proposal. Zoning Staff will review the documentation and identify the appropriate approval process, provide the project history, and fee estimate. Email questions to PZB-ZoningIntake@pbc.gov.

Application Name		Date	
Control No./Name		Control Acres	
Address or Location			
Owner Name			
Agent/Applicant			
Email		Phone	
Request Summary			
Provide a short paragraph summarizing the proposal / requests, including acreages, uses, square footage or unit changes, etc. Indicate the Application Type that you are requesting to be confirmed (see attached list).			
Application Summary			
Application Type			
Zoning Division Questions			
Indicate one or more questions in addition to Standard Question 1.			
Question 1	Confirm the Application Type identified above is correct for this request.		
Question 2			
Question 3			
Question 4			
Question 5			
See Traffic Division, Land Development, Planning, Water Utilities, and Environmental Resources Management for questions related to those Divisions/Departments. https://discover.pbcgov.org/pzb/zoning/PDF/DRO/dro_member_list.pdf			

Zoning Application List		
Category	Types of Applications	Notes
Public Hearing Applications	Rezoning to Straight Zoning District Rezoning to Planned Development District Class A Conditional Use Class B Conditional Use Development Order Amendment (DOA) to a prior approval for: <ul style="list-style-type: none"> • Straight Zoning with Conditional Overlay Zone • Planned Development District • Class A Conditional Use • Class B Conditional Use DOA Expedited Application Consideration (EAC) Type 2 Waiver (add form 19) Type 2 Variance (add form 43) Subdivision Variance (add form 43) PO Deviation (add form 92)	Variance & Waivers require a Pre-Application Meeting
Administrative Applications	Development Review Officer (DRO) New Approval (Use and/or Plans) DRO Modification of a prior DRO Approval DRO Administrative Modification of a Public Hearing Approval Zoning Application Review (ZAR) Zoning reviewer only Zoning Plan Review (ZZR) Zoning reviewer only – minor modification Type 1 Administrative Waiver Type 1 Administrative Variance	Variance & Waivers require a Pre-Application Meeting
Administrative Applications not subject to PAR	Temporary Use Special Permit Community Residential Housing Landscape Plans Tree Removal Permit Zoning Confirmation Letter Business Tax Receipt Review	Email PZB-ZoningIntake@pbc.gov for submittal information