



Planning, Zoning & Building Dept. Zoning Division

Public Notice

Changes to Amendments/Administrative and Signature Only Review

Effective December 1, 2006

Administrative Amendment and Signature Only Review

(Previously reviewed by the Development Review Officer) will now be required by the Administrative Review/Public Information (AR/PI) Section under the supervision of Alan Seaman, Principal Planner

The Section will be processing Administrative Amendment and Signature Only Applications every Tuesday and Thursday starting at 9:00 AM, on a first come first serve basis.

The applicant must sign in with the receptionist in the Zoning Division prior to the noon deadline, on the day of intake.

The applicant is required to contact Annette Stabilito, AR/PI Secretary at 233-5302 for instructions regarding application and necessary documents that will be needed on the day of intake.

The Zoning Director has recently issued two policy and procedure memorandums for both of these processes. For a copy please see the Zoning Receptionist.