

PRIVATELY INITIATED AMENDMENT - PIA

Important: Privately Initiated Amendment requires a Pre-Application Appointment (PAA) with staff prior to submitting the online application. Application forms are not available online. Contact staff at 561-233-5302 or 561-233-5566 to schedule an appointment.

Important Notes: For submittal of applications, the applicant must use the most current Application Form/Checklist as provided by the County. It is the applicant's responsibility to submit all applicable forms and supporting documents based on the application type and request(s). Save each completed Form, Document or Plan individually and name them as identified below. Incorrect naming of Form/Document/Plan may result in delay of the review process and be considered a factor for an Insufficient Application. Additional forms and documents may be requested by Zoning Staff, as applicable; if not listed below save, name and submit in similar format as below.

REQUIRED FORMS			Instructions for Saving Forms: Include Form # and Name; (If there are multiple owners/contract purchasers, save each Consent separately and label name of each owner or contract purchaser). Example: 3 Consent - Jones, Jane	
FORM #	DOCUMENT CATEGORY	DOCUMENT NAME	NAMING DOCUMENTS & SAVING INSTRUCTIONS	FILE TYPE
117	Application	PIA Pre-Application Appointment (PAA)	117 PIA Pre-application Appointment	PDF
ADDITIONAL FORMS (upon Staff request)			Instructions for Saving Forms: Include Form Number and Form Name; (If there are multiple owners/contract purchasers, save each Consent separately and label the name of each owner or contract purchaser). Example: 3 Consent - Jones, Jane ; TDR Deed - Jones, Jane	
80	Application	Request for ULDC Code Language Code	80 Request for ULDC Code Language Code	PDF
80a	Application	PIA Supplemental Table	80a Supplemental Table	WORD
REQUIRED PLANS (as applicable to the request)			Instructions for Saving Plans: - Save with: Project Name; Plan type; page # of set; - If more than one page per plan, save and name each page separately, Example: Boca Lago_PMP1, Boca Lago_PMP2 - Plans that are not part of a set will have a Page Number of "0" (zero)	
N/A		None		
SUPPORTING DOCUMENTS (as applicable to the request)			Instructions for saving Documents: If more than one document per Legal Description, save and name each Legal Description separately. Examples: - Legal Description 1; Legal Description 2 - Warranty Deed - Smith E.; Warranty Deed - Jones C. - Photo North1; Photo North2; Photo South1; Photo South2	
N/A	Statement/Study	Justification Statement	Justification Statement	WORD