



**TOWN OF PEMBROKE PARK
PLANNING & ZONING DIVISION**
3150 SW 52nd Avenue Pembroke Park, Florida 33023
954.966.4600
www.tppfl.gov

TEXT AMENDMENT APPLICATION CHECKLIST

The following checklist is designed to assist the applicant in preparing the required materials for review. The application will **not** be accepted if all required items are not present at the time of submittal. The following items are required as part of complete application for a Text Amendment:

Completed Town of Pembroke Park Land Development Code Text Amendment Application.

One (1) completed application with original signatures.

Proof of Ownership (Owner's certificate form must be completed by owner).

Legal Description.

Written Narrative with original zoning code language, explanation of need for proposed revision, and a point-by-point response to each review standard. Narrative must be on letterhead, dated, and with author indicated.

Proposed text change must be presented in an underlined/strike-through format showing the changes from the currently adopted code section.

Appropriate fees (download from P&Z website).

<http://pembrokeparkfl.civiccms.acsitefactory.com/town-planner/pages/applications-and-fee-schedule>

Make an appointment with a Town Planner at (954) 966-4600 to discuss.

****INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED****