



Community Development Review Agencies

1. **Pre Application Meeting:** Contact the Community Development Review Secretaries at (561) 233-5041 or (561) 233-5221 to schedule a pre-application meeting.
2. **Application Intake:** Applications are submitted on the 3rd Wednesday morning of each month before noon. See the Zoning Calendar for more information. Please contact the File Room Staff to order petition files prior to intake.
3. **Sufficiency Review:** A staff review will be conducted to verify compliance with applicable regulations. Items deemed insufficient will not be scheduled for an initial meeting and will be given an insufficiency letter. Applications not corrected within 20 days are considered withdrawn.
4. **Review by DRO Agencies:** The following Agencies and Loxahatchee Groves Representative review DRO applications:

Zoning Project Managers	Andrea Harper Anthony Wint Carrie Rechenmacher Donna Adelsperger Doug Robinson Joyce R Lawrence Ora Owensby Ron Sullivan Autumn Sorrow Carol Glasser	233-5051 233-5035 233-5209 233-5224 233-5210 233-5217 233-5233 233-5214 233-5278 233-5570	2300 N Jog Road, West Palm Beach, Vista Center
Planning	John Rupertus Sussan Gash	233-5315 233-5339	2300 N Jog Road, West Palm Beach, Vista Center
Engineering Land Development	John Wisnefski Joanne Koener	684-4133 478-5708	2300 N Jog Road, West Palm Beach, Vista Center
Survey	Glenn Mark	684-4054	2300 N Jog Road, West Palm Beach, Vista Center
Traffic	Nicholas Uhren Steve Bohovsky Quazi Bari	684-4042 684-4051 684-4139	2300 N Jog Road, West Palm Beach, Vista Center
Health Department	Kenny Wilson Selva Selvendran	355-3070, x1212 x1171	901 Evernia ST, West Palm Beach
ERM	Robert Kraus	233-2476	2300 N Jog Road, West Palm Beach, Vista Center 4 th Flr
Parks and Recreation	Jean Mathews	966-2476	2700 6 th Avenue South, Lake Worth

Building	Andrew Armour	233-5269	2300 N Jog Road, WPB, Vista Center Office
Airports	Jerry Allen	471-7423 471-7462 (fx)	Bldg. 846, PBIA
Water Utilities	Adam Galicki	641-3429 641-3447	265 Prairie Road
Fire Rescue	Pedro Segovia	233-0054 233-0057(fx)	2300 N. Jog Rd. WPB, Vista Center Office
PREM	Pete Banting	233-0213 233-0210(fx)	2366 Vista Center 2 nd Fl., West Palm Beach, FL 33411
School Board	Michael Owens Randall Granberry	434-8962 434-8012	3320 Forest Hill Blvd. Wing C110
LWDD	Ron Crone Nichole Smith	(561) 737-3835 (561) 495-9694(fx)	13801 Military Trl, Delray Beach
County Attorney	Lil Walesky	355-2225	301 North Olive Ave.
Loxahatchee Groves	Matthew Lippman Town Clerk	(561) 793-2418 (561) 793-2420(fx)	14579 Southern Blvd, Ste#2 Lox.Groves

5. **Distribution of Comments:** Comments are provided to applicants on the Web as soon as agencies finalize them at least three (3) days prior to the meeting at http://www.pbcgov.com/EPZB/acommon.asp_html/ezinfo_frames.asp?targeturl=ezinfo (click comments and put in the Application number).

6. **DRO Certification Meeting:** The DRO meets on the 2nd Wednesday of each month. See the Zoning Calendar for specific dates. A project may be postponed a maximum of six (6) months. Additional postponements require approval of the Zoning Director.

7. **Resubmit:** Applications that are not approved may require submittal of new or revised materials to resolve outstanding issues. These applications will be considered at the next DRO meeting, or at a subsequent DRO meeting as requested by the applicant.

8. **Final DRO:** Final DRO application is processed by PBC.