



# CITY OF NICEVILLE

Community Development Department  
Planning – Building – Inspections – CRA  
208 Partin Drive N, Niceville, FL 32578  
850-279-6436 – [www.cityofniceville.org](http://www.cityofniceville.org)

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## Planning Application Checklist (summarized)

This form specifies the minimum information required for review of zoning, rezoning, subdivision, certification, special exception, or variance applications in accordance with (§166.033, F.S.)

### Applicant & Property Information

- Completed application form.
- Proof of legal authority to file.
- Ownership documentation.
- Property address/location, legal description, parcel ID(s).
- Existing zoning & FLU category.
- Narrative of proposed use.

### Required Technical Documents

- Site plan or sketch (as applicable).
- Boundary survey ( $\leq 2$  years old).
- Plats (preliminary/final) for subdivision applications.
- Concurrency documentation or exemption.
- State/federal permits (as applicable).

### Application-Type Specific Requirements

- Rezoning justification statement.
- Special Exception criteria narrative.
- Variance hardship justification.
- Environmental, stormwater, traffic, and utility documents (as applicable).