



# FILE NAMING CONVENTIONS: ORDINANCE AND ZONING AMENDMENT APPLICATIONS

All submittal items shall be submitted in PDF format in accordance with the Ordinance and Zoning Amendment File Naming Conventions to [permits@wpgov.com](mailto:permits@wpgov.com).

<b>File Naming Conventions – REZONING APPLICATION</b>	
<b>Rezoning Application Form</b>	Rezoning_app_YearMonthDay <i>(e.g., Rezoning_app_20221006)</i>
<b>Land Use Review Application Form</b>	LUR_app_YearMonthDay
<b>Letter of Authorization</b>	Letter_authorization_YearMonthDay
<b>Title Commitment</b>	Title_YearMonthDay
<b>Narrative</b>	Narrative_YearMonthDay
<b>Site Plan</b>	Site_plan_YearMonthDay
<b>Ability to Serve Letter</b>	Ability_to_serve_YearMonthDay
<b>Surrounding Property Owner Mailing for Public Notice Affidavit Form</b>	ML_affidavit_YearMonthDay