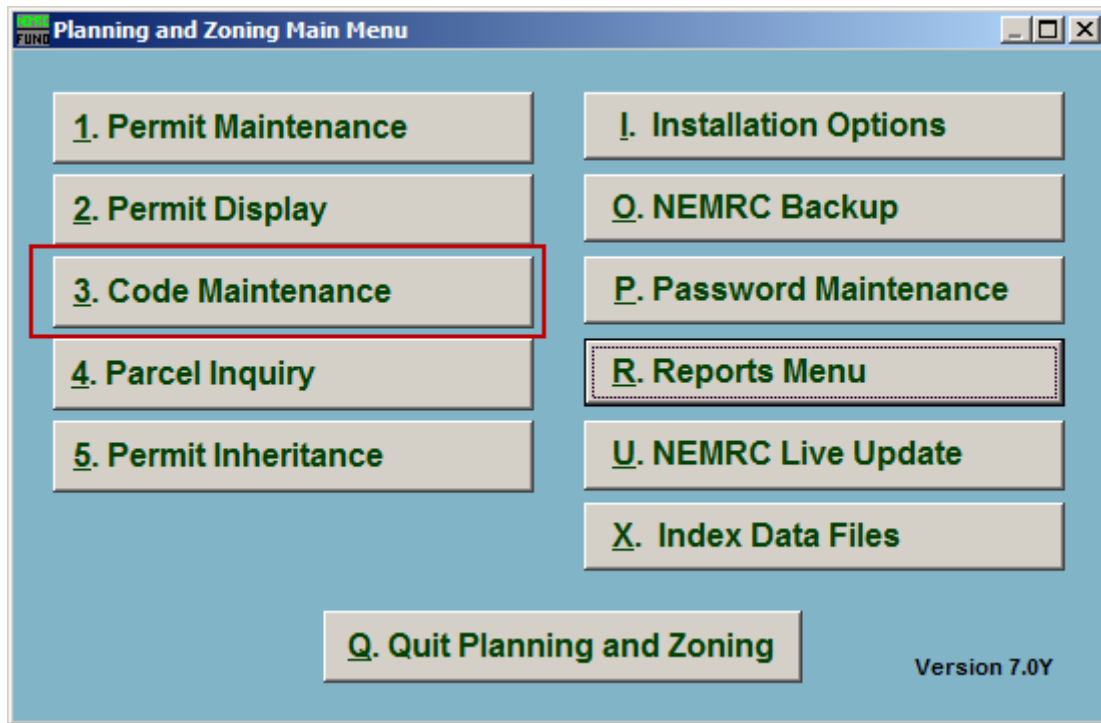


Planning/Zoning

3. Code Maintenance



Click on “3. Code Maintenance” from the Main Menu and the following window will appear:

Code Maintenance

Planning and Zoning Codes

Select type of code to process

sStreets 1

Usage 2

Zoning 3

Building 4

Code	Description

Save **Cancel** **Close** 5 **Add** **Edit** **Delete**

1. **sTreetS:** Click this button to edit Street Codes and their descriptions.
2. **Usage:** Click this button to edit Usage Codes and their descriptions.
3. **Zoning:** Click this button to edit Zoning Codes and their descriptions.
4. **Building:** Click this button to edit Building Codes and their descriptions.
5. **cLose:** Click this button o close and return to the Main Menu.

Planning/Zoning

Streets

1. Select the Street you wish to edit by clicking on it. You may then change the Description.
2. **Lookup:** You may enter any partial street name in this field and the list will automatically scroll to the closest matching street name.
3. **Save:** Click this button to save any changes and return to the previous screen.
4. **Cancel:** Click “Cancel” to cancel and return to the previous screen.
5. **cClose:** Click this button to close without saving and return to the Main Menu.
6. **Add:** Click this button to add a new Street Description to the list.
7. **Edit:** Click this button to edit the selected Street Description.
8. **Delete:** Click this button to delete the selected Street Description.

Planning/Zoning

Usage

Code	Description
# F	MULTI-FAMILY DWELLING
1 F	SINGLE FAMILY DWELLING
2 F	TWO FAMILY DWELLING
CC	COMMERCIAL CONDOMINIUM
INS	INSTITUTIONAL, EDUCATIONAL
MFG	MANUFACTURING
MH	MOBILE HOME
MX	MIXED USE
RC	RESIDENTIAL CONDOMINIUM
RET	RETAIL
ROW	RIGHT-OF-WAY
VAC	VACANT

Processing usage codes

Save 2 3 Cancel cLose 4 5 Add Edit 6 7 Delete

1. Click to select and edit a Usage Code from the list.
2. **Save:** Click this button to save any changes and return to the previous screen.
3. **Cancel:** Click “Cancel” to cancel and return to the previous screen.
4. **cLose:** Click this button to close without saving and return to the Main Menu.
5. **Add:** Click this button to add a new Usage Code Description to the list.
6. **Edit:** Click this button to edit the selected Usage Code Description.
7. **Delete:** Click this button to delete the selected Usage Code Description.

Planning/Zoning

Zoning

Processing zoning codes

Code	Description
C-B-D	CENTRAL BUSINESS DISTRICT
C2	GENERAL COMMERCIAL
C3	COMMERCIAL TRANSITIONAL
D-C-D	DOWNTOWN CORE DISTRICT
I	INDUSTRIAL
R-1-A	LOW DENSITY RESIDENTIAL A
R-1-B	LOW DENSITY RESIDENTIAL B
R-2	MEDIUM DENSITY RESIDENTIAL

Save **Cancel** **cLose** **Add** **Edit** **Delete**

1. Click to select and edit a Zoning Code from the list.
2. **Save:** Click this button to save any changes and return to the previous screen.
3. **Cancel:** Click “Cancel” to cancel and return to the previous screen.
4. **cLose:** Click this button to close without saving and return to the Main Menu.
5. **Add:** Click this button to add a new Zoning Code Description to the list.
6. **Edit:** Click this button to edit the selected Zoning Code Description.
7. **Delete:** Click this button to delete the selected Zoning Code Description.

Building

[illegible]

1. **Click** to select and edit a Building Code from the list.
2. **Save:** Click this button to save any changes and return to the previous screen.
3. **Cancel:** Click “Cancel” to cancel and return to the previous screen.
4. **Close:** Click this button to close without saving and return to the Main Menu.
5. **Add:** Click this button to add a new Building Code Description to the list.
6. **Edit:** Click this button to edit the selected Building Code Description.
7. **Delete:** Click this button to delete the selected Building Code Description.