

## EXHIBIT B

### **APPLICATION FOR AMENDMENTS TO THE BROWARD COUNTY LAND USE PLAN: BROWARD COUNTY PLANNING COUNCIL**

This application identifies the information required by the Broward County Planning Council and Florida Department of Community Affairs for processing amendments to the Broward County Land Use Plan.

At the request of municipalities, the Broward County Planning Council has adopted procedures which allow for concurrent transmittal of Broward County Land Use Plan amendments and local land use plan amendments to the Florida Department of Community Affairs. **Local governments choosing the concurrent transmittal option must specifically authorize the Broward County Planning Council to transmit the local amendment(s) corresponding to a Broward County Land Use Plan amendment.** This authorization must be made at the local government's Chapter 163, Florida Statutes, transmittal hearing and be included within the transmittal resolution or ordinance. Upon concurrent transmittal of the local amendment to the Florida Department of Community Affairs (DCA), municipalities are responsible for responding to any requests made by DCA regarding the municipal amendment.

All amendment requests must be accompanied by the materials identified on the attached application. Local governments opting for concurrent transmittal must submit 15 copies of the amendment application for the Broward County Planning Council and 10 copies of the corresponding **local land use plan amendment application** for the Florida Department of Community Affairs. Those local governments choosing to transmit their local amendments to the Department of Community Affairs separately or those adopting small-scale local and County plan amendments need only supply the number of copies for the Broward County Planning Council. Additional copies of the amendment application for the Broward County Planning Council may be requested if the amendment site requires review by additional agencies, such as independent drainage districts or adjacent municipalities. Complete\* applications must be submitted in accordance with the Planning Council's established submittal deadlines, as well as the County Commission requirements.

Please note that The School Board of Broward County, Florida, has adopted an application fee schedule regarding the review of development applications, including land use plan amendments. Please contact the Growth Management Division of The School Board of Broward County, Florida to facilitate the review and any associated fees.

Following each item on the checklist, identify the exhibit/page number where the item can be found. Please package the Broward County Planning Council and Department of Community Affairs submissions separately.

\* The applicant shall be responsible for providing accurate information and sufficient data and analysis to enable the Planning Council staff to process the application. However, the acceptance of the application for processing shall not constitute an affirmation of the accuracy or completeness of the application.

1. TRANSMITTAL INFORMATION

A. Letter of transmittal from municipal mayor or manager documenting that the local government took action by motion, resolution or ordinance to transmit a proposed amendment to the Broward County Land Use Plan. Please attach a copy of the referenced motion, resolution or ordinance. The local government's action to transmit must include a recommendation of approval, denial or modification regarding the proposed amendment to the Broward County Land Use Plan.

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B. Date local governing body held transmittal public hearing.

\_\_\_\_\_

C. Whether the amendment area is within an Area of Critical State Concern or proposed for adoption under a joint planning agreement pursuant to Section 163.3171, Florida Statutes.

\_\_\_\_\_

D. Whether the amendment is one of the following:

\*Development of Regional Impact

\*Small scale development activity (Per Florida Statutes)

\*Emergency (please describe on separate page)

\*Other amendments which may be submitted without regard to Florida statutory limits regarding amendment submittals (Brownfield amendments, etc.)

\_\_\_\_\_

2. LOCAL GOVERNMENT INFORMATION

A. Local land use plan amendment or case numbers.

\_\_\_\_\_

B. Proposed month of adoption of local land use plan amendment.

\_\_\_\_\_

C. Name, title, address, telephone, facsimile number and e-mail of the local government contact.

\_\_\_\_\_

D. Summary minutes from the local planning agency and local government public hearing of the transmittal of the Broward County Land Use Plan amendment.

\_\_\_\_\_

E. Description of public notification procedures followed for the amendment by the local government.

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3. APPLICANT INFORMATION

A. Name, title, address, telephone, facsimile number and e-mail of the applicant.

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B. Name, title, address, telephone, facsimile number and e-mail of the agent.

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C. Name, title, address, telephone, facsimile number and e-mail of the property owner.

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D. Planning Council fee for processing the amendment in accordance with the attached Exhibit C, "Fee Schedule for Amendments to the Broward County Land Use Plan and Local Land Use Elements."

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E. Applicant's rationale for the amendment. The Planning Council requests a condensed version for inclusion in the staff report (about two paragraphs).

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Planning Council staff may accept greater than two paragraphs, if submitted in an electronic format.

4. AMENDMENT SITE DESCRIPTION

A. Concise written description of the general boundaries and gross acreage (as defined by BCLUP) of the proposed amendment.

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B. Sealed survey, including legal description of the area proposed to be amended.

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C. Map at a scale of 1"=300' clearly indicating the amendment's location, boundaries and proposed land uses. (Other scales may be accepted at the discretion of the Planning Council Executive Director. Please contact the Planning Council office in this regard, prior to the submittal of the application).

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5. EXISTING AND PROPOSED USES

A. Current and proposed local and Broward County Land Use Plan designation(s) for the amendment site. If multiple land use designations, describe gross acreage within each designation.

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B. Current land use designations for the adjacent properties.

\_\_\_\_\_

C. Indicate if the flexibility provisions of the Broward County Land Use Plan have been used for adjacent areas.

\_\_\_\_\_

D. Existing use of amendment site and adjacent areas.

\_\_\_\_\_

E. Proposed use of the amendment site including proposed square footage\* for each non-residential use and/or dwelling unit count. For RAC, LAC, TOC, TOD and MUR amendments, please provide each existing non-residential use square footage and existing dwelling units for amendment area.

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F. Maximum allowable development per local government land use plans under existing designation for the site, including square footage\* for each non-residential use and/or dwelling unit count.

\_\_\_\_\_

G. Indicate if the amendment is part of a larger development project that is intended to be developed as a unit such as a site plan, plat or Development of Regional Impact. If so, indicate the name of the development; provide the site plan or plat number; provide a location map; and, identify the proposed uses.

6. ANALYSIS OF PUBLIC FACILITIES AND SERVICES

The items below must be addressed to determine the impact of an amendment on existing and planned public facilities and services. Provide calculations for each public facility and/or service. If more than one amendment is submitted, calculations must be prepared on an individual and cumulative basis.

\*square footage numbers are for analytical purposes only

A. Sanitary Sewer Analysis

1. Identify whether the amendment site or a portion is currently and/or proposed to be serviced by septic tanks. 

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2. Identify the sanitary sewer facilities serving the amendment site including the current plant capacity, current plus committed demand on plant capacity, and planned plant capacity. 

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3. Identify the net impact on sanitary sewer demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot\* or dwelling unit. 

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4. Identify the projected plant capacity and demand for the short and long range planning horizons as identified within the local government's adopted comprehensive plan. Provide demand projections and information regarding planned plant capacity expansions including year, identified funding sources and other relevant information. 

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5. Correspondence from sanitary sewer provider verifying the information submitted as part of the application on items 1-4 above. Correspondence must contain name, position and contact information of party providing verification. 

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B. Potable Water Analysis

1. Data and analysis demonstrating that a sufficient supply of potable water and related infrastructure will be available to serve the proposed amendment site through the long-term planning horizon, including the nature, timing and size of the proposed water supply and related infrastructure improvements. 

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\*square footage numbers are for analytical purposes only

2. Identify the facilities serving the service area in which the amendment is located including the current plant capacity, current and committed demand on the plant and South Florida Water Management District (SFWMD) permitted withdrawal, including the expiration date of the SFWMD permit. 

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3. Identify the wellfield serving the service area in which the amendment is located including the permitted capacity, committed capacity, remaining capacity and expiration date of the permit. 

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4. Identify the net impact on potable water demand, based on adopted level of service resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot\* or dwelling unit. 

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5. Identify the projected capacity and demand for the short and long range planning horizons as identified within the adopted comprehensive plan-provide demand projections and information regarding planned wellfield and planned plant capacity expansions including year, funding sources and other relevant information. If additional wellfields are planned, provide status including the status of any permit applications. 

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6. Correspondence from potable water provider verifying the information submitted as part of the application on items 1-5 above. Correspondence must contain name, position and contact information of party providing verification. 

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C. Drainage Analysis

1. Provide the adopted level of service standard for the service area in which the amendment is located. 

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2. Identify the drainage district and drainage systems serving the amendment area. 

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3. Identify any planned drainage improvements, including year, funding sources and other relevant information.

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4. Indicate if a Surface Water Management Plan has been approved by, or an application submitted to, the SFWMD and/or any independent drainage district, for the amendment site.

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Identify the permit number(s), or application number(s) if the project is pending, for the amendment site. If an amendment site is not required to obtain a SFWMD permit, provide documentation of same.

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5. If the area in which the amendment is located does not meet the adopted level of service and there are no improvements planned (by the unit of local government or drainage authority) to address the deficiencies, provide an engineering analysis which demonstrates how the site will be drained and the impact on the surrounding properties.

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The information should include the wet season water level for the amendment site, design storm elevation, natural and proposed land elevation, one hundred year flood elevation, acreage of proposed water management retention area, elevations for buildings, roads and years, storage and runoff calculations for the design storm and estimated time for flood waters to recede to the natural land elevation.

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6. Correspondence from local drainage district verifying the information submitted as part of the application on items 1-5 above. Correspondence must contain name, position and contact information of party providing verification.

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**D. Solid Waste Analysis**

1. Provide the adopted level of service standard for the municipality in which the amendment is located.

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2. Identify the solid waste facilities serving the service area in which the amendment is located including the landfill/plant capacity, current and committed demand on the landfill/plant capacity and planned landfill/plant capacity.
3. Identify the net impact on solid waste demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot\* or dwelling unit.
4. Correspondence from the solid waste provider verifying the information submitted as part of the application on items 1-3 above. Correspondence must contain name, position and contact information of party providing verification.

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E. Recreation and Open Space Analysis

1. Provide the adopted level of service standard for the service area in which the amendment is located and the current level of service.
2. Identify the parks serving the service area in which the amendment is located including acreage and facility type, e.g. neighborhood, community or regional park.
3. Identify the net impact on demand for park acreage, as defined by the Broward County Land Use Plan, resulting from this amendment.
4. Identify the projected park needs for the short and long range planning horizons as identified within the adopted comprehensive plan – provide need projections and information regarding planned expansions including year, identified funding sources, and other relevant information.

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\*square footage numbers are for analytical purposes only

F. Traffic Circulation Analysis

1. Identify the roadways impacted by the proposed amendment and indicate the number of lanes, current traffic volumes, adopted level of service and current level of service for each roadway. 

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2. Identify the projected level of service for the roadways impacted by the proposed amendment for the short (five year) and long range planning horizons. Please utilize average daily and p.m. peak hour traffic volumes per Broward County Metropolitan Planning Organization plans and projections. 

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3. Planning Council staff will analyze traffic impacts resulting from the amendment. You may provide a traffic impact analysis for this amendment – calculate anticipated average daily and p.m. peak hour traffic generation for the existing and proposed land use designations. If the amendment reflects a net increase in traffic generation, identify access points to/from the amendment site and provide a distribution of the additional traffic on the impacted roadway network for the short (5 year) and long range planning horizons. 

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4. Provide any transportation studies relating to this amendment, as desired. 

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G. Mass Transit Analysis

1. Identify the mass transit modes, existing and planned mass transit routes and scheduled service (headway) serving the amendment area within one-quarter of a mile. 

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2. Quantify the change in mass transit demand resulting from this amendment. 

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3. Correspondence from transit provider verifying the information submitted as part of the application on items 1-2 above. Correspondence must contain name, position and contact information of party providing verification. 

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4. Describe how the proposed amendment furthers or supports mass transit use. 

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H. Provision of Open Space

As applicable, describe how the local government and/or applicant are addressing Broward County Land Use Plan Objective 5.04.00 and Policies 5.04.01, 5.04.02, 5.04.03 and 5.04.04 (a. through e.).

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7. ANALYSIS OF NATURAL AND HISTORIC RESOURCES

Indicate if the site contains, is located adjacent to or has the potential to impact any of the natural and historic resource(s) listed below, and if so, how they will be protected or mitigated. Planning Council staff will request additional information from Broward County regarding the amendment's impact on natural and historic resources.

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A. Historic sites or districts on the National Register of Historic Places or locally designated historic sites.

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B. Archaeological sites listed on the Florida Master Site File.

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C. Wetlands.

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D. Local Areas of Particular Concern as identified within the Broward County Land Use Plan.

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E. "Endangered" or "threatened species" or "species of special concern" or "commercially exploited" as per the Florida Fish and Wildlife Conservation Commission (fauna), the U.S. Fish and Wildlife Service (flora and fauna), or the Florida Department of Agriculture and Consumer Services (fauna). If yes, identify the species and show the habitat location on a map.

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F. Plants listed in the Regulated Plant Index for protection by the Florida Department of Agriculture and Consumer Services.

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G. Wellfields – indicate whether the amendment is located within a wellfield protection zone of influence as defined by Broward County Code, Chapter 27, Article 13 "Wellfield Protection." If so, specify the affected zone and any provisions which will be made to protect the wellfield.

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H. Soils – describe whether the amendment will require the alteration of soil conditions or topography. If so, describe what management practices will be used to protect or mitigate the area’s natural features.

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I. Beach Access – Indicate if the amendment site fronts the ocean or would impact access to public beaches. If so, describe how public beach access will be addressed.

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8. AFFORDABLE HOUSING

Describe how the local government is addressing Broward County Land Use Plan Policy 1.07.07.

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9. LAND USE COMPATIBILITY

Describe how the amendment is consistent with existing and planned future land uses in the area (including adjacent municipalities and/or county jurisdictions). Identify specific land development code provisions or other measures that have or will be utilized to ensure land use compatibility.

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10. HURRICANE EVACUATION ANALYSIS

(Required for those land use plan amendments located in a hurricane evacuation zone as identified by the Broward County Emergency Management Division).

Provide a hurricane evacuation analysis based on the proposed amendment, considering the number of permanent and seasonal residential dwelling units (including special residential facilities) requiring evacuation, availability of hurricane shelter spaces, and evacuation routes and clearance times. The hurricane evacuation analysis shall be based on the best available data/modeling techniques as identified by the Broward County Emergency Management Division.

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11. REDEVELOPMENT ANALYSIS

Indicate if the amendment is located in an identified redevelopment (i.e., Community Redevelopment Agency, Community Development Block Grant) area. If so, describe how the amendment will facilitate redevelopment and promote approved redevelopment plans.

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12. INTERGOVERNMENTAL COORDINATION

Indicate whether the proposed amendment site is adjacent to other local governments. If so, please provide additional copies for the notification and/or review by adjacent local governments.

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13. CONSISTENCY WITH GOALS, OBJECTIVES AND POLICIES OF THE BROWARD COUNTY LAND USE PLAN

List of goals, objectives and policies of the Broward County Land Use Plan which the proposed amendment furthers.

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14. POPULATION PROJECTIONS

A. Population projections for the 20 year planning horizon (indicate year).

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B. Population projections resulting from proposed land use (if applicable).

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C. Using population projections for the 20 year planning horizon, demonstrate the effect of the proposed amendment on the land needed to accommodate the projected population.

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15. ADDITIONAL SUPPORT DOCUMENTS

A. Other support documents or summary of support documents on which the proposed amendment is based.

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B. Any proposed voluntary mitigation or draft agreements.

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16. PLAN AMENDMENT COPIES

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A. 15 copies for the BCPC (Please include additional copies, if amendment site is adjacent to other municipalities and/or county jurisdictions). Additional copies may be requested by the Planning Council Executive Director after the initial application submittal.

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B. 10 copies of the corresponding local land use plan amendment application, if transmitting concurrent to DCA, including transmittal letter from municipality to DCA.

**PUBLIC EDUCATION ANALYSIS**

Please be advised that the Planning Council staff will request from The School Board of Broward County, as per Policy 8.07.01 of the BCLUP, an analysis of the impacts of the amendment on public education facilities as indicated below. Please note that as per The School Board of Broward County, Florida, Policy 1161, amended and adopted January 15, 2008, the applicant will be subject to a fee for the review of the application. The applicant is encouraged to contact the School Board staff to discuss this review as soon as possible.

1. Identify the existing public elementary and secondary education facilities serving the area in which the amendment is located. 

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2. Identify the existing school enrollment and permanent design capacity of the public elementary and secondary education facilities serving the area. 

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3. Identify the additional student demand resulting from this amendment – calculations must be based on applicable student generation rates specified in the Broward County Land Development Code. 

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4. Identify the planned and/or funded improvements to serve the area in which the amendment is located as included within the School Board’s five year capital plan – provide student demand projections and information regarding planned permanent design capacities and other relevant information. 

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5. Identify other public elementary and secondary school sites or alternatives (such as site improvements, nominal fee lease options, shared use of public space for school purposes etc.), not identified in Item #4 above, to serve the area in which the amendment is located. 

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## EXHIBIT C

### FEE SCHEDULE FOR AMENDMENTS TO THE BROWARD COUNTY LAND USE PLAN AND LOCAL LAND USE ELEMENTS

#### FEES

Broward County Land Use Plan Map  
(includes recertification processing):

\$11,611.00\*

In addition, full cost recovery for “courtesy notices” to surrounding property owners. Such cost shall be paid in full no later than 21 days before the first Planning Council scheduled public hearing. Courtesy notices are described in Section 4.2(B) of the Administrative Rules Document: Broward County Land Use Plan. Please contact Planning Council staff for the approximate “courtesy notice” fee schedule.

Recertification of Municipal Land Use Plan Amendments  
(Per Amendment):

(a) Map Amendment

\$1,779.00\*\*

(b) Local Land Use Plan Text Amendment:

(1) Nongovernmental Applicant

\$100.00

(2) Governmental Applicant

\$0.00

Deferred Amendments

Amendments deferred at the request of applicants are subject to a fee equal to 50 Percent of the original filing fee.

\*Fee Amended – June 10, 2008

\*\*Fee Amended – May 22, 2007

## EXHIBIT C

### AMENDMENTS NOT SUBJECT TO FEES

1. Land use plan amendments for property that is publicly owned and that will continue to be publicly owned, and to be utilized for a public purpose.
2. Land use plan amendments for property owned by a not-for-profit, tax exempt organization if the unit of local government and the Broward County Board of County Commissioners make a finding that the proposed use will serve a public purpose and promotes the public health, safety and welfare.
3. Land use plan amendments designed solely to correct an error or add annexed areas without a change in density or intensity and the unit of local government is the initiating party.
4. Land use plan amendments initiated by the Broward County Planning Council or Broward County Board of County Commissioners.

- Exhibit C - Amended June 15, 1999
- Amended April 25, 2000
  - Amended April 24, 2001
  - Amended April 23, 2002
  - Amended May 28, 2002
  - Amended September 24, 2002
  - Amended May 13, 2003
  - Amended May 11, 2004
  - Amended May 24, 2005
  - Amended May 23, 2006
  - Amended May 22, 2007
  - Amended June 10, 2008