

Board of County Commissioners, Broward County, Florida
Department of Urban Planning and Redevelopment
Development Management Division
115 South Andrews Avenue, Room A-240, Ft. Lauderdale, FL 33301
(954) 357-8679

REZONING APPLICATION INSTRUCTIONS

PLEASE READ THE FOLLOWING CAREFULLY PRIOR TO FILING ANY APPLICATION.

Explanation of Process:

1. Any rezoning request will be scheduled for a hearing before the Broward County Local Planning Agency (LPA/Zoning Board) who will make a recommendation for approval or denial to the Board of County Commissioners.
2. Following the hearing by the Zoning Board, a final hearing will be scheduled before the Board of County Commissioners, who may either accept or reject the recommendation of the Zoning Board.

Instructions for Filing:

1. Prior to submitting a petition for rezoning, petitioners should review the proposal with the following agencies.
 - A. Broward County Development Management Division**
115 South Andrews Avenue, Room A-200
Ft. Lauderdale, FL 33301
(954) 3468-3444
 - B. Broward County Planning Services Division**
115 South Andrews Avenue, Room 329K
Ft. Lauderdale, FL 33301
(954) 357-6634
2. Complete the application and submit to the **Broward County Development Management Division** with the following:
 - a. Two (2) current sealed boundary surveys (if the property is undeveloped) or two (2) as-built surveys (if the property is developed) plus eighteen (18) copies of the survey (boundary or as-built) of the petitioned property indicating the gross and net acreage, legal description, all rights-of-way and easements of record
 - b. Proof of property ownership (warranty deed)
 - c. Fee of seven hundred and fifty (\$750) for each zoning district requested, except "Planned Development District" (PDD) and "Planned Employment Center" (PEC) for which the fee is eight (\$800) hundred plus fifteen (\$15) per acre. Checks are payable to "Broward County Board of Commissioners and must be drawn on a bank within Florida.
 - d. A letter or document from the water and sewer provider indicating there is capacity available for any increased needs due to future development.
3. The Petitioner's, petitioner's agents, the owner of the subject property and all property owners within 500 feet (1,000 feet in rural or agricultural areas) of the petition area will be notified of all public hearings (at least ten (10) days prior to Zoning Board Hearing and County Commission hearings). The petitioner or authorized agent is required to attend the hearings.

All information and case files concerning rezoning matters are of public record and available for inspection at the Development Management Division, upon request.

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REZONING APPLICATION

File Number: _____ Tax Folio Number: _____ Date: _____

Petitioner: _____

Mailing Address: _____ Phone: _____

City/State/Zip: _____

Property Owner(s) (if different from above)

Mailing Address: _____ Phone: _____

City/State/Zip: _____

Agent (____ Owner ____ Petitioner) Name: _____

Mailing Address: _____ Phone: _____

City/State/Zip: _____

Site Address/Location: _____

City/State/Zip: _____

Legal Description (or indicate per attached survey) _____

Proposed Zoning District(s)		Existing Zoning District(s)	
1.	Acreage _____	1.	Acreage _____
2.	Acreage _____	2.	Acreage _____

Proposed use of Property: _____

Existing use of Property: _____

If Plat is in Process, Please indicate Number: _____ - UP - _____

If Site Plan is in Process, Please indicate Number: _____ - SP - _____

Location and Acreage of any Contiguous Property owned or controlled by the Petitioner or Owner of this Property: _____

This is to certify that I am the owner of the property described on the attached survey, and I have authorized the filing of this request. I understand that or my representative must attend the hearing to present the case.

Owner's Signature

Print Name

Before me, on the ____ day of _____, 20____, duly appeared _____, the undersigned authority who is personally known to me or has produced _____ as identification stating that he/she is the person executing this document.

Notary Public's Signature

Print Name

This is to certify that I am the agent of the property described on the attached survey, and I have authorized the filing of this request. I understand that or my representative must attend the hearing to present the case.

Agent's Signature

Print Name

Before me, on the ____ day of _____, 20____, duly appeared _____, the undersigned authority who is personally known to me or has produced _____ as identification stating that he/she is the person executing this document.

Notary Public's Signature

Print Name

This is to certify that I am the petitioner of the property described on the attached survey, and I have authorized the filing of this request. I understand that or my representative must attend the hearing to present the case.

Petitioner's Signature

Print Name

Before me, on the ____ day of _____, 20____, duly appeared _____, the undersigned authority who is personally known to me or has produced _____ as identification stating that he/she is the person executing this document.

Notary Public's Signature

Print Name

FOR DEVELOPMENT MANAGEMENT DIVISION USE ONLY

Time _____ Application Date _____ Received Date _____

Fee \$ _____ Survey Letter from Water & Sewer Providers

Proof of ownership of Real Property Conceptual Master Plan (PDD only)

Other Attachments (Describe)

Distribute to:

Review Agencies

Municipalities
(within 2 miles)

Neighborhood Groups
(within 1 mile -List)

- Aviation
- Biological Resources
- Building Code Services
- Development Management
- Engineering
- FDOT
- Fire Marshall
- Health Department
- Parks & Recreation
- Planning Services
- Pollution Prevention
- Telecommunications
- Traffic Engineering
- Water Resources
- Other _____

- Coconut Creek
- Cooper City
- Coral Springs
- Dania Beach
- Davie
- Deerfield Beach
- Ft. Lauderdale
- Hallandale
- Hillsboro Beach
- Hollywood
- Lauderdale-by-the-Sea
- Lauderdale Lakes
- Lauderhill
- Lighthouse Point
- Margate
- Miramar
- North Lauderdale
- Oakland Park
- Parkland
- Pembroke Park
- Pembroke Pines
- Plantation
- Pompano Beach
- Sea Ranch Lakes
- Southwest Ranches
- Sunrise
- Tamarac
- Weston
- Wilton Manors

Received by _____