



Resilient Environment Department

**URBAN PLANNING DIVISION**

1 N. University Drive, Box 102 • Plantation, FL 33324 • 954-357-5657 • Broward.org/Planning

## **Broward Municipal Services District (BMSD) Future Land Use Map (FLUM) Regular Amendment Application**

### **1. Amendment Review**

Prior to completing an application for a regular FLUM amendment, applicants are requested to review the proposed amendment with the following agencies:

- **Broward County Urban Planning Division, Comprehensive Planning Section** ■ 954-357-5657
- **Broward County Planning Council** ■ 954-357-6699

### **2. Submitting Your Application**

Please submit two (2) printed copies, and digital copy via email and/or compact disc (CD) of this application, along with the following:

- A written response to the growth management considerations described in Exhibit A.
- Appropriate map amendment fee, as described in **Exhibit B**. Please note: fee increases on October 1<sup>st</sup> each year. See **Exhibit B** for fee schedule.

### **3. The Process**

After you submit your application, it will be reviewed by several County agencies, in accordance with an established public hearing schedule.

Principals involved in an application for a FLUM amendment are notified of each public hearing at least ten days prior to each hearing. Applicants and/or their agents are requested to be present at all hearings.



**All information and case files concerning application for a FLUM amendment are public record and available for inspection at the Broward County Planning and Development Management Division.**

### **Processing Information**

Regular scale amendments to the FLUM are generally greater than 10 acres in size. Certain other requirements may apply in accordance with Chapter 163, Part II, Florida Statutes. Many County agencies will review this application to identify various planning considerations, such as the impacts upon public facilities and services, natural and historic resources, hurricane evacuation and redevelopment. Regular amendments that are found to be consistent with the County's Comprehensive Plan are transmitted for review to the Florida Department of Economic Opportunity (*FDEO*) and other pertinent regional and State agencies, prior to the adoption public hearings by the Board of County Commissioners (BCC). The entire process **may be completed in approximately 13 months**. The role of the different local government entities in processing and adopting proposed amendments is described, below.

### **Urban Planning Division**

The Urban Planning Division (*UPD*) is responsible for coordinating the first phase of the review process, which takes approximately three (3) months. This involves soliciting written comments from numerous County agencies which have a role in the development review process, as well as adjacent municipalities when appropriate. UPD reviews all the comments and information provided in the application to assess the proposal and form a recommendation of approval, approval with changes, or denial. The staff recommendation is provided in a written report to the Resilient Environment Department (*RED*) Local Planning Agency (*LPA*) at a public hearing on the proposed amendment. If outstanding issues are identified which are the basis for a recommendation of approval with changes or denial,

staff will provide the opportunity for the applicant to address the issues, prior to making an official recommendation to the LPA.

### **RED Local Planning Agency**

The Local Planning Agency (*LPA*) is responsible for holding a hearing on the proposed amendment to receive public comment and make a recommendation of approval, approval with changes, or denial to the Broward County Board of County Commissioners (*BCC*).

After the LPA hearing, UPD schedules the proposed amendment and related agency recommendations on the BCC agenda so the BCC can consider transmitting the amendment to the Broward County Planning Council for the second phase of review.

### **Broward County Planning Council**

The Broward County Planning Council (*BCPC*) is responsible for conducting the second phase of the review process. BCPC maintains the Broward County Land Use Plan (*BCLUP*), which designates future land uses for the entire County. The BMSD FLUM and all municipal Future Land Use Plans must be in compliance with BCLUP. The BCPC holds at least one (1) public hearing on the proposed amendment prior to making a recommendation of approval, approval with changes, or denial to the BCC. The applicant may need to apply separately to the Planning Council for the BCLUP map amendment and a separate fee applies.

### **Broward County Board of County Commissioners**

The BCC holds three (3) public hearings on the proposed amendment. The first public hearing is to consider the LPA's recommendation and transmit the proposed amendment to BCPC. BCC does not make a recommendation to BCPC at the first hearing, so as not to interfere with BCPC's independent review. The second public hearing is to consider transmitting to the FDEO and other state and regional agencies for review. The agencies have one month to provide comments or concerns. The third public hearing is the adoption hearing to approve, approve with changes, or deny a proposed amendment.

### **Public Outreach**

Public hearings, including LPA and BCC are advertised in a local newspaper in accordance with the requirements of Chapter 163, Florida Statutes. Staff also informs local homeowners' associations within the area where the amendment is proposed, as well as adjoining municipalities. All information and case files concerning application for a FLUM amendment are public record and available for inspection at the Broward County Urban Planning Division (PDMD). Additional notification requirements may apply as determined by the UPD Director or the County Attorneys' Office, in consultation with the Applicant.

### **Effective Date**

The proposed amendment becomes effective **31 days** following adoption unless challenged.



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**Broward Municipal Services District (BMSD)  
 Future Land Use Map (FLUM)  
 Application for Regular Amendment**



**I. Applicant Information**

Property Owner Information				
Last Name	First Name	Middle Initial	Suffix	
Address		City	State	Zip
Phone	Mobile Phone	FAX		
Email				

Authorized Agent Information				
Last Name	First Name	Middle Initial	Suffix	
Company Name		Title or Position		
Address		City	State	Zip
Phone	Mobile Phone	FAX		
Email				

Petitioner Information <i>(if different from owner)</i>				
Last Name	First Name	Middle Initial	Suffix	
Company Name		Title or Position		
Address		City	State	Zip
Phone	Mobile Phone	FAX		
Email				

## II. Subject Property and Site Information

<b>A. Subject Property Information</b>			
Tax Folio Number(s)		File Number(s)	
<b>B. Subject Property Address</b>			
Street Address		City	State   Zip
<b>C. Legal Description</b> <i>(or indicate via a sealed survey including legal description of the area proposed to be amended)</i>			
Gross Acreage		General Property Location <i>(specify location in relation to major road network)</i>	
<b>D. Existing Future Land Use Designation</b>		<b>G. Current Use of Adjacent Areas</b>	
Describe gross acreage and allowable densities within each designation.		Describe gross acreage and densities, and resulting number of residential units and/or non-residential square footage, within each designation.	
<b>F. Current Use of Amendment Site</b>		<b>I. Proposed Zoning District(s)</b>	
Describe gross acreage within each designation.		Describe gross acreage within each designation.	
<b>H. Current Zoning District(s)</b>		<b>J. Identify Proposed Use(s) of the Real Property</b>	
Describe gross acreage within each designation.		If residential, identify the proposed number of dwelling units. If non-residential, identify the proposed square footage	
<b>K. Platting of Property</b>			
Has the property been platted? <input type="checkbox"/> Yes <input type="checkbox"/> No			
		Name: _____	
		Plat Book: _____ Page: _____	
Is the subject property in the process of being platted? <input type="checkbox"/> Yes <input type="checkbox"/> No			
		Plat Application File Number: _____	
<b>L. Location and acreage of any other property contiguous to the subject property which is in the same ownership, in whole or part, that is not part of this application</b>			

**M. Annexation, if applicable**

Is the property being annexed? Provide name of affected municipality.

**N. Applicant's rationale for the amendment** *(to be included in staff report) (additional pages may be attached, as needed)*

## Owner Certification

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

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Name

### NOTARY PUBLIC

#### STATE OF FLORIDA COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by the Affiant by means of  physical presence |  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_.

He/she  is personally known to me |  has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Name of Notary Typed, Printed or Stamped

\_\_\_\_\_  
Signature of Notary Public – State of Florida

\_\_\_\_\_  
Notary Seal (or Title or Rank)

\_\_\_\_\_  
Serial Number (if applicable)

## Agent/Petitioner Authorization

I ("Affiant"), \_\_\_\_\_ the legal owner of the real property described herein that is the subject of this proposed regular amendment to the BMSD Future Land Use Map (FLUM) do hereby authorize and designate

\_\_\_\_\_  
of \_\_\_\_\_

to be my lawful representative in all matters pertaining to this proposed amendment.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Name

### NOTARY PUBLIC

#### STATE OF FLORIDA COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by the Affiant by means of  physical presence |  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_, of \_\_\_\_\_, on behalf of \_\_\_\_\_.

He/she  is personally known to me |  has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Name of Notary Typed, Printed or Stamped

\_\_\_\_\_  
Signature of Notary Public – State of Florida

\_\_\_\_\_  
Notary Seal (or Title or Rank)

\_\_\_\_\_  
Serial Number (if applicable)

## Exhibit A ■ Growth Management Considerations

The Broward County Comprehensive Plan and growth management policies are intended to encourage land development patterns which ensure appropriate densities, housing, employment patterns, land uses and transportation modes and services which meet the needs of existing and future populations within the unincorporated area. The land use patterns are also intended to promote community resilience, “Smart Growth,” energy conservation and the reduction of greenhouse gases through discouraging urban sprawl, promoting mixed uses, compact development, an intermodal transportation system and conservation of natural resources, in addition to climate change and flood resilience.

The following topics are required to be addressed for a land use amendment within the Broward Municipal Services District (BMSD); some may not apply to non-residential uses:

### I. POPULATION

1. Population projections resulting from proposed land use amendment (*indicate year*).

### II. LAND USE COMPATIBILITY

1. Identify the maximum development potential of the site under the proposed future land use designation and describe the methodology used to determine the maximum development potential.
2. Provide a table and map(s), scaled at 1 inch equal to 300 feet (*other scales may be accepted*), showing the existing land uses, zoning districts, and future land use designations of the site and properties adjacent to the proposed amendment site. The following table provides an example of how this table should be constructed. Visit [Broward GIS](#) for the most current maps.

#### LAND USE & ZONING

Existing Land Use(s):		Proposed Land Use(s)	
Existing Zoning		Proposed Zoning	
Adjacent Uses:		Adjacent Plan Designations:	
North		North	
South		South	
East		East	
West		West	

3. Describe how the amendment is consistent with the existing land uses and proposed future land use designations adjacent to the side and what provisions have or will be made to ensure land use compatibility.
4. Describe how any potential incompatibility will be mitigated.
5. 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.

### **III. ANALYSIS OF PUBLIC FACILITIES AND SERVICES**

The items below must be addressed to determine the impact of the 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.

#### **A. SANITARY SEWER ANALYSIS**

1. Identify whether the amendment site or a portion is currently and/or proposed to be serviced by septic tanks.
2. Identify the sanitary sewer facilities serving the amendment site, including the current and committed demand on current and planned plant capacity.
3. Identify the additional demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.
4. Identify the projected plant 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 plant capacity expansions including year, identified funding resources, and other relevant information.
5. Identify the existing and planned service to site – provide information regarding the existing and proposed trunk lines and lateral hookups to the amendment site.
6. Correspondence from sanitary sewer provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

#### **B. POTABLE WATER ANALYSIS**

1. Provide 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.
2. Identify the facilities serving the service area in which the amendment is located including the current plant capacity, current and committed demand on plant capacity and South Florida Water Management District (SFWMD) permitted withdrawal, including the expiration date of the SFWMD permit.
3. Identified 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.
4. Identify the net impact on potable water demand, based on adopted level of service (LOS) standard resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.
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.
6. Correspondence from potable water provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.



### **C. DRAINAGE ANALYSIS**

1. Provide the adopted LOS standard for the service area in which the amendment is located and the current level of service.
2. Identify the drainage district in which the amendment is located, including secondary drainage canals, primary drainage canals, and other water control structures. Describe how water flows through the drainage facilities, including the direction of flow.
3. Identify any planned drainage improvement, including year, funding sources, and any other relevant information.
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. 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.
5. If the area in which the amendment is located does not meet the adopted LOS standard and there are no improvements planned to address the deficiencies, provide an engineering analysis which demonstrates how the site will be drained and the impact on the surrounding properties. 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 yards, storage and runoff calculations for the design storm and estimated time for flood waters to recede to the natural land elevation.
6. Correspondence from drainage district verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

### **CI. NATURAL GROUNDWATER AQUIFER RECHARGE ANALYSIS**

1. Describe the impacts to the ability of the property to provide aquifer recharge, including the impact on the percentage of pervious area.
2. If potential negative impacts are identified, describe how these impacts will be mitigated.
3. Letter from Broward County Environmental Permitting Division verifying the above information.

### **CII. SOLID WASTE ANALYSIS**

1. Provide the adopted LOS standard.
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 service provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

## **F. RECREATION AND OPEN SPACE ANALYSIS**

1. Provide the adopted LOS 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 resulting from this amendment.
4. Identify the projected needs for short- and long-range planning horizons as identified within the adopted comprehensive plan. Provide need projections and information regarding planned expansions including year, funding sources, and other relevant information.

## **G. TRAFFIC CIRCULATION ANALYSIS**

1. Identify the roadways impacted by the proposed amendment and indicate the number of lanes, current traffic volumes, adopted LOS standard and current standard for each roadway.
2. Identify the projected LOS standard for the roadways impacted by the proposed amendment for the short- (five-year) and long-range planning horizons. Utilize average daily and PM peak hour traffic volumes per Broward Metropolitan Planning Organization plans and projections.
3. Analyze the traffic impacts from 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.
4. Provide any transportation studies relating to this amendment.

## **H. TRANSIT ANALYSIS**

1. Provide the adopted LOS standard for the service area in which the amendment is located and the current LOS standard.
2. Identify the transit modes, existing and planned transit routes and scheduled service (headway) serving the amendment area within one-quarter of a mile.
3. Quantify the change in transit demand resulting from this amendment.
4. Identify the projected transit capacity and demand for the short- (five year) and long-range planning horizons as identified within the adopted comprehensive plan. Provide need projections and information regarding planned expansions including year, funding sources, and other relevant information.
5. Describe how the proposed amendment furthers or supports transit use.
6. Correspondence from transit provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.
7. Provide any special transportation studies relating to this amendment.

## I. PUBLIC SCHOOL FACILITIES ANALYSIS

1. Identify the existing public elementary and secondary education facilities serving the area in which the amendment is located.
2. Identify the existing school enrollment and permanent design capacity of the public elementary and secondary education facilities serving the area.
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.
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.
5. Identify other public elementary and secondary 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.
6. Correspondence from the School Board of Broward County verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

## IV. ANALYSIS OF HISTORIC AND ENVIRONMENTAL 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, how they will be protected or mitigated.

- A. Historic sites or districts on the National Register of Historic Places or locally designated historic sites.
- B. Archaeological sites listed on the Florida Master Site File.
- C. Wetlands.
- D. Local Areas of Particular Concern as identified within the Broward County Land Use Plan.
- E. Priority Planning Area map and Broward County Land Use Plan Policy 2.21.1 regarding sea level rise.
- F. “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.
- G. Plants listed in the [Regulated Plant Index](#) for protection by the [Florida Department of Consumer Resources](#).
- H. 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.
- I. Soils – indicate 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.

- J. Beach Access – indicate if the amendment is located on the oceanfront. If so, describe how public beach access will be addressed.

## V. HURRICANE EVACUATION ANALYSIS

*Required for those land use plan amendments located in a hurricane evacuation zone as identified by Broward County Regional Emergency Services and Communications (RESC).*

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 Broward County RESC.

## VI. ENERGY CONSERVATION ANALYSIS

1. How does the proposed amendment discourage urban sprawl, ensure the timely, cost-effective provision of public facilities and services, conserve energy and water resources and promote the reduction of greenhouse gases.
2. How does the proposed land development patterns and the current and proposed intermodal transportation system work in coordination to create housing and transportation options, compact, energy efficient development and conserve natural and man-made resources.

## VII. REDEVELOPMENT ANALYSIS

1. Indicate if the proposed amendment is located in an identified redevelopment area (i.e., Community Redevelopment Agency (CRA), Community Development Block Grant). If so, describe how the amendment will facilitate redevelopment and promote approved redevelopment plans.
2. If the proposed amendment is located in the CRA area, provide correspondence from the Community Redevelopment Agency (CRA) verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

## VIII. AFFORDABLE HOUSING ANALYSIS

Proposed amendments adding 100 or more residential units to the existing densities approved by the BCLUP are subject to Broward County Land Use Policy 2.16.2 regarding Affordable Housing. Policy 2.16.2 requires the involved municipality to provide those professionally accepted methodologies, policies, and best available data and analysis, which the municipality has used to define affordable housing needs and solutions within the municipality.

1. The applicant shall provide an estimate of its supply of affordable housing utilizing the methodology described in the report entitled “Recommended Methodology for Supply and Demand Analysis for Broward County’s Affordable Housing Market,” prepared by Meridian Appraisal Group in June 2015.
2. The applicant shall address existing land development regulations, such as streamlined permitting, and existing Comprehensive Plan policies, such as bonus densities, which promote the availability of affordable housing within the BMSD.

Detailed requirements for addressing BCLUP 2.16.2 are included in [“Administrative Rules Document: BrowardNEXT.”](#)

## IX. INTERGOVERNMENTAL COORDINATION ANALYSIS

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.

**X. CONSISTENCY WITH GOALS, OBJECTIVES AND POLICIES OF THE BROWARD COUNTY COMPREHENSIVE PLAN**

List the objectives and policies of the Broward County Comprehensive Plan which are consistent and compatible with this proposed amendment.

**Exhibit B ■ Fee Schedule**

Per Section 40-5 of the Broward County Administrative Code, the Land Use Amendment Application Fee is automatically increased annually at the beginning of the new fiscal year (October 1). Below is a table of fees by applicable year.

<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
10/1/19 – 9/30/20	10/1/20 – 9/30/21	10/1/21 – 9/30/22	10/1/22 – 9/30/23	10/1/23 – 9/30/24	10/1/24 – 9/30/25
<b>\$5,600</b>	<b>\$5,800</b>	<b>\$6,100</b>	<b>\$6,400</b>	<b>\$6,700</b>	<b>\$7,100</b>

*Note: fee increases are based on percentages and rounded to the nearest \$100*

Checks should be payable to *Broward County Board of County Commissioners* and must be drawn on a bank within the State of Florida.