

Board of County Commissioners, Broward County, Florida
Environmental Protection and Growth Management Department
Permitting, Licensing and Consumer Protection Division
1 North University Drive, Ste. 302, Plantation, FL 33324
(954) 765-4400

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 Permitting, Licensing and Consumer Protection Division

1 N University Dr Ste 302
Plantation, FL 33324
(954) 357-6666

B. Broward County Planning and Redevelopment Division

115 South Andrews Avenue, Room 329K
Ft. Lauderdale, FL 33301
(954) 357-6634

2. Complete the application and submit to the **Broward County Permitting, Licensing and Consumer Protection 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 Permitting, Licensing and Consumer Protection 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 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.

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Notary Public's Signature

Print Name

FOR PERMITTING, LICENSING AND CONSUMER PROTECTION DIVISION USE

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

- Aviation
- Broward County Historical Commission
- Broward County Transit
- Development and Environmental Regulations
- Highway Construction & Engineering
- FDOT
- Fire Marshall
- Health Department
- Natural Resources Planning and Management
- Office of Public Communications
- Parks & Recreation
- Permitting, Licensing and Consumer Protection
- Planning and Redevelopment
- Pollution Prevention, Remediation and Air Quality
- School Board of Broward County
- Traffic Engineering
- Other _____

Municipalities

- (within 2 miles)
- Coconut Creek
 - Cooper City
 - Coral Springs
 - Dania Beach
 - Davie
 - Deerfield Beach
 - Ft. Lauderdale
 - Hallandale
 - Hillsboro Beach
 - Hollywood
 - Lauderdale-by-the-Sea
 - Lauderdale Lakes
 - Lauderhill
 - Lazy Lakes
 - Lighthouse Point
 - Margate
 - Miramar
 - North Lauderdale
 - Oakland Park
 - Parkland
 - Pembroke Park
 - Pembroke Pines
 - Plantation
 - Pompano Beach
 - Sea Ranch Lakes
 - Southwest Ranches
 - Sunrise
 - Tamarac
 - Weston
 - West Park
 - Wilton Manors

Neighborhood Groups

- (within 1 mile -List)
- _____
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____

Received by

Form 502-99 (Revised 10/07/10)