

REVISED: April 2, 2013  
January 22, 20130

Anthony Fajardo, Zoning Administrator  
City of Fort Lauderdale  
Urban Design & Planning  
700 NW 19th Avenue  
Fort Lauderdale, FL 33311

**RE: Broward County Central Homeless Assistance Center**  
Location: 600 West Sunrise Boulevard  
Case No. 37-R-97  
K&A Project Number: 07699.M0

Dear Mr. Fajardo;

On behalf of Broward County Board of County Commissioners (property owner), Keith & Associates, Inc., is submitting a site plan amendment to allow an interior renovation to increase the permitted number of beds from 200 to 230. The initial request was for a total of 228; however, due to a change in location an additional 2 beds can be accommodated. Below are responses to Section 47-18.32 which governs the Broward County Central Homeless Assistance Center.

*E. Standards for SSRF development approval.*

1. No permitted SSRF use shall be granted development approval until the city has made a determination that the proposed SSRF has met all of the requirements of this chapter including those requirements in the specific zoning district in which the proposed SSRF is to be located. Prior to the issuance of any permits or use approval the applicant for the SSRF shall provide the city with evidence of applicable preliminary state agency approval or with a current state agency license when a license is required by state agency.
  - a. Conditional use SSRF. Development approval of a conditional use SSRF may be granted by the planning and zoning board after a recommendation of the development review committee.
  - b. No conditional use SSRF shall be approved unless it is demonstrated that each proposed facility has met all of the requirements of this chapter, including those requirements in the specific zoning district in which the proposed SSRF is to be located, has received applicable preliminary state agency approval or current state agency license when a license is required by any state agency and site plan approval. Recommendation and approval shall be based upon consideration of the following factors:
    - i. If a facility is proposed to be located in a residentially zoned area, it shall be developed in a manner that is compatible with the character of the surrounding area. This standard applies to design density, lot size, landscaping, building height limit, building site requirements, yard requirements, minimum floor area, lot coverage and open space.
    - ii. Any adverse impact on the abutting properties from the proposed facility, including but not limited to, outdoor lighting, noise and traffic generated by the proposed use, location of outdoor play area, parking, ingress and egress, loading and unloading, circulation area and location of streets and their capacity to carry the traffic generated by the proposed use.

- c. An application for SSRF conditional use approval shall be submitted and reviewed in accordance with the requirements for a conditional use permit as provided in [Sec. 47-24.3](#)

**Response: Acknowledged.**

F. *Schedule of permitted and conditional uses, by category of uses.* The location of all SSRF shall be determined as designated on the matrix provided

**Response: The applicant acknowledges that the proposed expansion of the Homeless Assistance Center is considered a SSRF Level 5 and will require conditional use approval under zoning categories B-1 & B-2 as provided in the matrix.**

G. *Additional requirements.*

1. *Dispersal.* The purpose of dispersal requirements is to further the objectives of this section by avoiding the undue concentration of SSRF facilities, thus preserving residential environment. The measurement for dispersal shall be made along a straight line from the nearest property line of the proposed facility (from the facility proposed for enlargement, increased licensed bed capacity, expansion or conversion) to the nearest property line of the closest existing facility.
  - a. *Level I.* Dispersal requirements shall not apply to any level I SSRF.
  - b. *Levels II, III, IV, and V.* When the proposed SSRF is to be located in a residential district, the following dispersal distances shall be applied to all SSRF, whether located in a residential district or a nonresidential district. No portion of any level II, III, IV or V SSRF shall be permitted, or shall be enlarged or expanded, or increased in size or number of persons licensed to be served by the State of Florida or Broward County when it is located within a distance of one thousand five hundred (1,500) feet from any other property with a level II, III, IV or V SSRF or from any other property containing a small, intermediate or large child day care facility as defined in [Sec. 47-18.8](#) located in either a residential or nonresidential district.
  - c. Dispersal requirements shall not apply to SSRF facilities on property located entirely within nonresidential districts. However, SSRF proposed to be located in nonresidential districts shall be one thousand five hundred (1,500) feet from any existing SSRF or child day care center in a residential district.

**Response: The Broward County Central Homeless Assistance Center has been operating in the same location since 1999. This application is to allow an increase from 200 beds to 230 beds.**

2. *Floor area requirements.*

- a. *Level I.* No minimum, except as required by the underlying zoning district requirements and as required by state agencies.
- b. *Levels II, III, IV and V.* In addition to the minimum floor area requirements of the underlying zoning district, the following floor area shall be provided:
  - i. Bedroom space: In a sole occupancy bedroom, a minimum of ninety (90) square feet of floor area shall be provided.
  - ii. In a multiple occupancy bedroom, a minimum of sixty (60) square feet of floor area per adult resident and a minimum of fifty (50) square feet of floor area per child resident shall be provided.

- iii. Bedroom floor area requirements may be reduced by the planning and zoning board when:
  - a) The size of a bedroom or bedrooms within an existing conforming structure requires such reduction; or
  - b) A commensurate increase in the living and recreation space of the facility is proposed; or
  - c) The relative stay of the residents dictates such reduction (i.e., facility provides primarily short term housing).
- iv. Living/dining/recreation space: A minimum of forty (40) square feet of floor area per resident shall be provided for living, dining and recreation area.

**Response: The calculations have been provided on the Proposed Floor Plan Sheet. The interior renovation does not meet the minimum square footage requirements found in the City Code. The existing 200 beds also do not meet the square footage requirements of the Code. The City Commission approved the original 200 bed facility in 1997. The City code requires 1,800 square feet for the proposed interior remodel for 30 additional beds while only 1,059 square feet is provided. Broward Partnership for the Homeless request a waiver from the minimum square footage requirement since the Homeless Assistance Center is primary provides short term housing (as identified in Sec. 47-18.32.G.2.b.iii.c). Besides sleeping rooms, the Broward County Central Homeless Assistance Center provides administrative offices, a dental clinic, barber/beauty salon, library, laundry facilities, clothing and housewares, classrooms, computer classes, interfaith worship center and dining hall. The Center also has a large courtyard area with gazebo and separate play area for children.**

*3. Outdoor recreation space.*

- a. *Level I.* A minimum of one thousand five hundred (1,500) square feet of outdoor recreation space, three hundred (300) square feet of which shall be landscaping, shall be required.
- b. *Levels II, III, IV and V.* A minimum of thirty (30) square feet of outdoor recreation space per resident shall be required. One-third (1/3) of said area shall be landscaping.
- c. Adult foster home facilities, family foster home facilities and short-term emergency facilities, including but not limited to, shelter units, emergency shelter facilities for abused children and adults, and emergency shelter facilities, as defined in this section, shall be exempt from the requirements for outdoor recreation space.
- d. When all residents of the SSRF facility are non-ambulatory, the requirements of this subsection shall be met by providing one thousand five hundred (1,500) square feet of outdoor recreation space, of which three hundred (300) square feet shall be landscaping.

**Response: Although the Homeless Assistance Center is exempt from this requirement, the site does provides ample outdoor space including a separate play area for children.**

H. *Administrative requirements.* In addition to the requirements of the ULDR, all SSRF shall comply with the applicable statutory and administrative rule requirements of the State of Florida.

**Response: Acknowledged.**

I. The director shall coordinate with applicable state and local agencies to ensure a mutual effort in the exchange of information relative to the enforcement of this section.

**Response: Acknowledged.**

J. *General administration.* To ensure the enforcement of this section and to protect and promote the health, safety, and welfare of SSRF residents and the citizens of the city, the department shall require that an applicant for a SSRF use provide evidence of preliminary state agency approval, such as a temporary license, probationary license, provisional license, interim license, conditional license, or a current state agency license when one is required.

**Response: The Broward County Central Homeless Assistance Center is a fully licensed existing facility.**

K. The applicant for a SSRF shall submit to the department information regarding the proposed facility's location, maximum number of residents, building and site plans, and all other documentation, plans, and calculations necessary to show compliance with the applicable requirements of the State of Florida and the ULDR.

**Response: A site plan amendment application is being filed in conjunction with this request for the increase of 30 beds.**

Our office looks forward to discussing this application with the all reviewing agencies including the Planning and Zoning Board and City Commission. If you have any further questions, please contact me directly at 954-788-3400.

Sincerely,



Mike Vonder Meulen, AICP  
Keith & Associates, Inc.

Cc: Fran Esposito, Broward Partnership for the Homeless, Inc.