



PLANNING & ZONING BOARD (PZB)

Rezoning Application

(For a rezone only, not tied to a site plan and/or not requiring flexibility units or acreage.)

- Cover:** Deadline, Notes, and Fees
Page 1: Applicant Information Sheet
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DEADLINE: Submittals must be received by 4:00 PM each business day. Pursuant to Section 47-24.1(1), the Department will review all applications to determine completeness within five (5) business days. Applicants will be notified via e-mail, if plans do not meet the submittal requirements and if changes are required.

NOTE: If your development site is separated by any public right-of-way (alley, alley reservation, or ROW easement) you must complete a separate application for each parcel.

NOTE: Optional 15-minute time slots are available during DRC meetings for scheduling to applicants, for general project inquiries or to obtain signatures on completed DRC plans (including Pre-Planning and Zoning Board, Pre- City Commission and Final DRC plans) from all representatives at one time in preference to scheduling individual appointments. Appointments are subject to availability. To make an appointment, please call 954-828-6531 latest by Friday at 12:00 noon prior to the meeting date.

FEES: All applications for development permits are established by the City Commission, as set forth by resolution and amended from time to time. In addition to the application fee, any additional costs incurred by the City including review by a consultant on behalf of the City, or special advertising costs shall be paid by the applicant. Any additional costs, which are unknown at the time of application, but are later incurred by the City, shall be paid by the applicant prior to the issuance of a development permit.

☒ Rezoning

\$ 1,010.00

Provide a narrative indicating satisfaction of the following:

1. *The zoning district proposed is consistent with the City's Comprehensive Plan.*

The City Comprehensive Plan designates the subject property as NWRAC. The NWRAC-MUne zoning district regulations were specifically enacted by the City to implement the NWRAC land use designation. Today, the site frontage on Andrews is the only portion of the property zoned NWRAC-MUne.

2. *Substantial changes in the character of development in or near the area under consideration supports the proposed rezoning.*

The enactment of the NWRAC- Mixed Use zoning district regulations pursuant to Ordinance No. C-14-51, as well as the ongoing redevelopment of this area pursuant to the NWCRA Redevelopment Plan, supports the proposed rezoning.

3. *The character of the area proposed is suitable for the uses permitted in the proposed zoning district and is compatible with surrounding districts and uses.*

The NWCRA and NWRAC are undergoing revitalization and redevelopment. A shopping center at this major intersection will provide much needed new commercial uses for the nearby residential neighborhood. Its adjacent use to the east is a Holman Honda car dealership and directly north of the subject property is an existing Walgreens. The character of the proposed development is consistent with the existing uses and the proposed development will be designed to be in scale with the existing neighborhood and the NWRAC-MUne Design Guidelines. Accordingly, the proposed rezoning and new retail use is compatible with the surrounding districts and uses.

- A. *Application* Rezoning to an X district may only be initiated by application of the owner(s) of the property proposed to be rezoned and when the property to be rezoned will be used for business uses with the owner of the business property as co-applicant. The application shall include the following:

1. All information required for an application for a site plan level II permit pursuant to Section 47-24, Development Permits and Procedures, and for a rezoning development permit.
2. Identification of the permitted use or uses proposed for the property to be rezoned.

3. A general vicinity map consisting of an eight and one-half (8½) inch by eleven (11) inch street map at a scale of not less than one (1) inch equals five hundred (500) feet identifying the parcel proposed to be rezoned and, if business is proposed, the business property to which the exclusive use property is to be joined, and all lots located within a seven hundred (700) foot radius of the parcel to be rezoned. The map shall show existing zoning, all residential uses and the heights of all structures in the seven hundred (700) foot area.
4. An area map showing the parcel proposed for rezoning and all new, existing or proposed redevelopment. If the parcel to be rezoned exclusive use is to be used as a parking facility which will serve a particular use, the area map shall show all new, existing or proposed redevelopment on the site which the parking is intended to serve. If the parcel is to be used for a business use, the area map shall show the business property to which the property proposed for exclusive use will be joined.
5. A site plan for the proposed use which shows how the proposed use will meet the performance criteria provided herein including if applicable, elevations, surrounding commercial and residential areas, location and sizes of signs, location of landscaping and other buffers, and vehicular and pedestrian movement between the proposed parcel to be rezoned and the surrounding areas.
6. All studies required to be submitted as provided in this section

Additional property owners who wish to be included in the request, if applicable. Use additional sheets if necessary.				
Name and Signature	Folio Number	Subdivision	Block	Lot

Part 3 Required Documentation/ Mail Notice Requirements

One (1) copy of the following documents:

- ☐ Completed application (all pages must be filled out where applicable)
- ☐ Mail notification documents
- ☐ Proof of ownership (warranty deed or tax record), including corporation documents if applicable
- ☐ Property owners signature and/or agent letter signed by the property owner
- ☐ Color photographs of the entire property and all surrounding properties, dated and labeled and identified as to orientation.
- ☐ One (1) electronic version of complete application and plans in PDF format

One (1) original set, signed and sealed, of Pre-PZB plans at 14" x 36"

Uniform (33) copy sets, of Pre-PZB half size sealed plans at 14" x 11"

- ☐ **Narrative** describing project request. Narratives must be on letterhead, dated, and with author indicated.
- ☐ **Narrative** quoting all applicable sections of the ULDR, with point-by-point responses of how project complies with such criteria. Narratives must be on letterhead, dated, and with author indicated.
- ☐ **Land Use and Zoning maps** indicating all properties within 700 ft. of the subject property. These should be obtained from Urban Design & Planning Division. Site should be highlighted or clearly marked to identify the parcel(s) under consideration on all sets.
- ☐ **Cover sheet** on plan set to state project name and table of contents.
- ☐ **Current survey(s)** of property, signed and sealed, showing existing conditions; survey must be As-Built and Topographic with Right-of-Way and Easement Vacations Excluded. The survey should consist of the proposed project site alone. Do not include adjacent properties or portions of lands not included in the proposed project unless specifically requested by the City.
- ☐ **Provide separate sketch and legal description of portion of property to be rezoned (if different than entire site).**
- ☐ Most **current recorded plat** including amendments, with site highlighted. This may be obtained from Broward County Public Records at 115 S. Andrews Ave. **Note: for Change of Use applications, this is not required.**
- ☐ **Aerial photo** indicating all properties within 700 ft. of the subject property. Must be clear and current with site highlighted.

• All copy sets must be clear and legible. If original set is in color, copy sets must also be in color.

• Plans must be bound, stapled and folded to 8 1/2" x 11". All non-plan documents should be 8 1/2" x 11" and stapled or bound.

• Civil Engineering plans are only required at Final-DRC sign-off. Contact DRC Engineering Representative for details.

• For examples of project narratives, site plan data tables, and renderings required with your application, please refer to the "Submittal Reference Book" available at the Planning & Zoning Department office.

Applicant's Affidavit

I acknowledge that the Required Documentation and Technical Specifications of the application are met:

Print Name _____

Signature _____

Date _____

Staff Intake Review

For Urban Design & Planning staff use only:

Date _____

Received By _____

Tech. Specs
Reviewed By _____

Case No. _____

Notice shall be in the form provided by the department and mailed on the date the application is accepted by the department. The names and addresses of homeowner associations shall be those on file with the City Clerk).

- **REQUIREMENT:** Mail notice of development proposal shall be provided to real property owners within 300 feet of applicant's property, as listed in the most recent ad valorem tax records of Broward County.
- **TAX MAP:** Applicant shall provide a tax map of all property within the required notification radius, with each property clearly shown and delineated. Each property within the notice area must be numbered (by Folio ID) on the map to cross-reference with property owners notice list.
- **PROPERTY OWNERS NOTICE LIST:** Applicant shall provide a property owners notice list with the names, property control numbers (Folio ID) and complete addresses for all property owners within the required notification radius. The list shall also include all homeowners associations, condominium associations, municipalities and counties, as indicated on the tax roll.
- **ENVELOPES:** The applicant shall provide business size (#10) envelopes with first class postage attached (stamps only, metered mail will not be accepted). Envelopes must be addressed to all property owners within the required notification radius, and mailing addresses must be typed or labeled; no handwritten addresses will be accepted. Indicate the following as the return address on all envelopes: City of Fort Lauderdale, Urban Design & Planning, 700 NW 19th Avenue, Fort Lauderdale, FL 33311

- **DISTRIBUTION:** The City of Fort Lauderdale, Urban Design & Planning will mail all notices prior to the public hearing meeting date, as outlined in Section 47-27.

Page 1 Sign Notification Requirements and Affidavit

SIGN NOTICE

Applicant must **POST SIGNS** (for Planning and Zoning Board and City Commission Hearings) according to Sec. 47-27.4.

- Sign Notice shall be given by the applicant by posting a sign provided by the City stating the time, date and place of the Public Hearing on such matter on the property which is the subject of an application for a development permit. If more than one (1) public hearing is held on a matter, the date, time and place shall be stated on the sign or changed as applicable.
- The sign shall be posted at least fifteen (15) days prior to the date of the public hearing.
- The sign shall be visible from adjacent rights-of-way, including waterways, but excepting alleys.
- If the subject property is on more than one (1) right-of-way, as described above, a sign shall be posted facing each right-of-way.
- If the applicant is not the owner of the property that is subject of the application, the applicant shall post the sign on or as near to the subject property as possible subject to the permission of the owner of the property where the sign is located or, in a location in the right-of-way if approved by the City.
- Development applications for more than one (1) contiguous development site shall be required to have sign notice by posting one (1) sign in each geographic direction, (north, south, east and west) on the public right-of-way at the perimeter of the area under consideration.
- If the sign is destroyed or removed from the property, the applicant is responsible for obtaining another sign from the City and posting the sign on the property.
- The sign shall remain on the property until final disposition of the application. This shall include any deferral, rehearing, appeal, request for review or hearings by another body. The sign information shall be changed as above to reflect any new dates.
- The applicant shall, five (5) days prior to the public hearing, execute and submit to the department an affidavit of proof of posting of the public notice sign according to this section. If the applicant fails to submit the affidavit the public hearing will be postponed until the next hearing after the affidavit has been supplied.

AFFIDAVIT OF POSTING SIGNS

STATE OF FLORIDA
BROWARD COUNTY

RE: ☐ BOARD OF ADJUSTMENT
☐ HISTORIC PRESERVATION BOARD
☐ PLANNING AND ZONING BOARD
☐ CITY COMMISSION

CASE NO. _____

APPLICANT: _____

PROPERTY: _____

PUBLIC HEARING DATE: _____

BEFORE ME, the undersigned authority, personally appeared _____, who upon being duly sworn and cautioned, under oath deposes and says:

1. Affiant is the Applicant in the above-cited City of Fort Lauderdale **Board or Commission Case**.
2. The Affiant/Applicant has posted or has caused to be posted on the Property the signage provided by the City of Fort Lauderdale, which such signage notifies the public of the time, date and place of the Public Hearing on the application for relief before the Board or Commission.
3. That the sign(s) referenced in Paragraph two (2) above was posted on the Property in such manner as to be visible from adjacent streets and waterways and was posted at least **fifteen (15)** days prior to the date of the Public Hearing cited above and has remained continuously posted until the date of execution and filing of this Affidavit. Said sign(s) shall be visible from and within twenty (20) feet of streets and waterways, and shall be securely fastened to a stake, fence, or building.
4. Affiant acknowledges that the sign must remain posted on the property until the final disposition of the case before the Board or Commission. **Should the application be continued, deferred or re-heard, the sign shall be amended to reflect the new dates.**
5. Affiant acknowledges that this Affidavit must be executed and filed with the City's Urban Design & Planning office **five (5)** calendar days prior to the date of Public Hearing and if the Affidavit is not submitted, the Public Hearing on this case shall be cancelled.
6. Affiant is familiar with the nature of an oath or affirmation and is familiar with the laws of perjury in the State of Florida and the penalties therefore.

Affiant

SWORN TO AND SUBSCRIBED before me in the County and State above aforesaid this ____ day of _____, 200_.

(SEAL)

NOTARY PUBLIC
MY COMMISSION EXPIRES:

NOTE: I understand that if my sign is not returned within the prescribed time limit as noted in Sec. 47.27.3.i of the City of Fort Lauderdale ULDR, I will forfeit my sign deposit. _____ (Initial here)

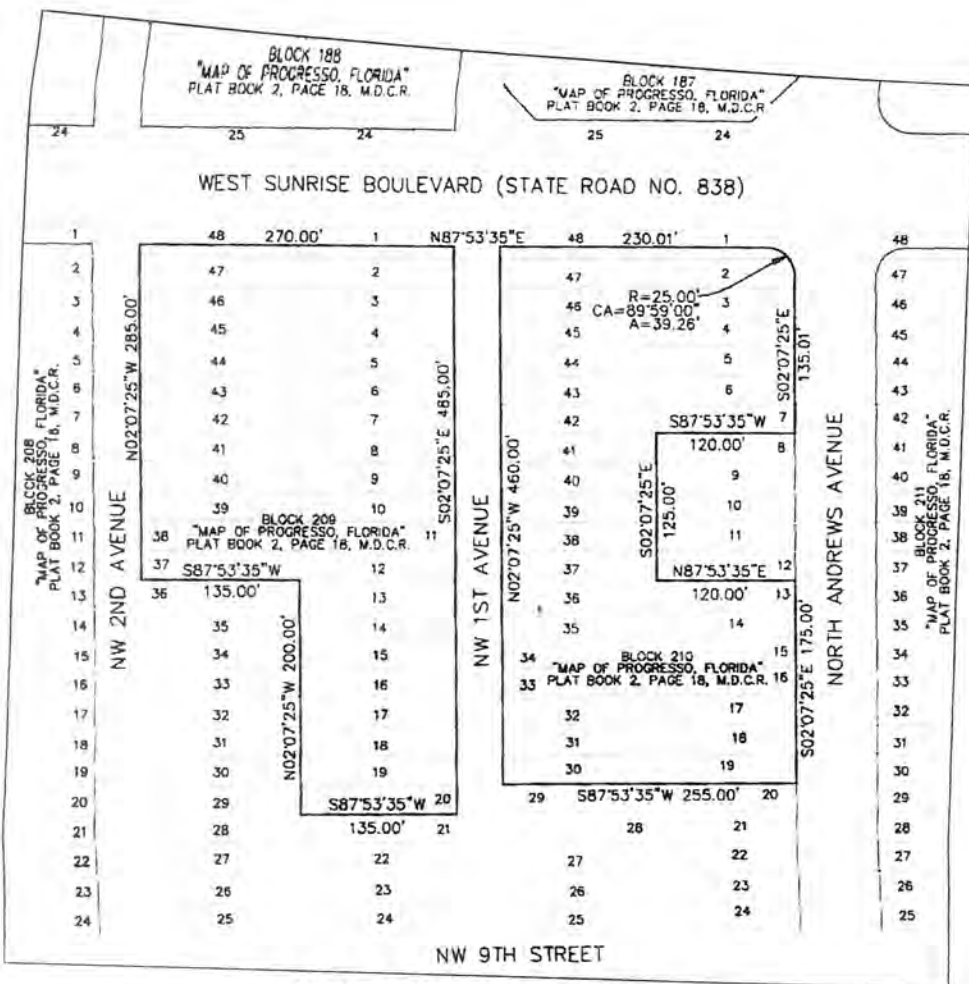
Initials of applicant (or representative) receiving sign as per 47-27.2(3)(A-J)

Legal Description

LEGAL DESCRIPTION:

LOTS 1 AND 48, LESS THE NORTH 15 FEET OF SAID LOTS; AND LOTS 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, IN BLOCK 209, OF PROGRESSO, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 18, OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA; SAID LANDS SITUATE, LYING AND BEING IN BROWARD COUNTY, FLORIDA; AND

LOTS 1 AND 48, LESS THE NORTH 15 FEET OF SAID LOTS AND LESS THE EAST 15 FEET OF SAID LOT 1; AND LOTS 2, 3, 4, 5, 6, 7, 13, 14, 15, 16, 17, 18, 19, LESS THE EAST 15 FEET OF EACH SAID LOT; AND LOTS 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46 AND 47, IN BLOCK 210, OF PROGRESSO, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 18, OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA; AND LESS PARCEL 129, RECORDED IN OFFICIAL RECORDS BOOK 3815, PAGE 775, OF SAID PUBLIC RECORDS. SAID LANDS SITUATE, LYING AND BEING IN THE CITY OF FORT LAUDERDALE, BROWARD COUNTY, FLORIDA.



VICINITY MAP
NOT TO SCALE

Tax ID Folio Numbers

	Folio Number	Owner Name	Property Address
1	494234056240	Project Andrews LLC	N Andrews Avenue
2	494234056250	Project Andrews LLC	N Andrews Avenue
3	494234056290	Project Andrews LLC	N Andrews Avenue
4	494234056040	Project Andrews LLC	NW 1 Avenue
5	494234056050	Project Andrews LLC	NW 1 Avenue
6	494234056070	Project Andrews LLC	NW 1 Avenue
7	494234056080	Project Andrews LLC	NW 1 Avenue
8	494234056390	Project Andrews LLC	NW 1 Avenue
9	494234056400	Project Andrews LLC	NW 1 Avenue
10	494234056410	Project Andrews LLC	NW 1 Avenue
11	494234056420	Project Andrews LLC	NW 1 Avenue
12	494234056430	Project Andrews LLC	NW 1 Avenue
13	494234056440	Project Andrews LLC	NW 1 Avenue
14	494234056191	Project Andrews LLC	NW 2 Avenue
15	494234056220	Project Andrews LLC	W Sunrise Boulevard
16	494234056030	Project Andrews LLC	100 W Sunrise Boulevard
17	494234056210	Project Andrews LLC	110 NW 2 Avenue
18	494234056230	Project Andrews LLC	2 W Sunrise Boulevard
19	494234056460	Project Andrews LLC	24 W Sunrise Boulevard
20	494234056090	Project Andrews LLC	911 NW 1 Avenue
21	494234056300	Project Andrews LLC	913 N Andrews Avenue
22	494234056060	Project Andrews LLC	919 NW 1 Avenue
23	494234056280	Project Andrews LLC	921 N Andrews Avenue
24	494234056180	Project Andrews LLC	924 NW 2 Avenue
25	494234056190	Project Andrews LLC	930 NW 2 Avenue
26	494234056450	Project Andrews LLC	934 NW 1 Avenue
27	494234056200	Project Andrews LLC	934 NW 2 Avenue