



City of Pompano Beach
Department of Development Services
Planning & Zoning Division



100 W. Atlantic Blvd Pompano Beach, FL 33060
Phone: 954.786.4634 Fax: 954.786.4666

Plat Application

- Complete the Application.
- Submit 8 sets of plats, proposed site plans, & surveys for DRC.
- Ten sets of plats, proposed site plans, and surveys for P&Z (subsequent DRC meeting, *see attached Meetings Deadlines Dates**).
- Ten sets of plats, proposed site plans and surveys for Industrial Review Board, (if applicable).
- Sixteen sets of plats, and surveys for City Commission (subsequent P&Z meeting)
- All Plats, site plans, and surveys must be signed and sealed.
- The applicant should obtain written approval letters from Bellsouth, Teco Gas, FP&L, Comcast Communications and FDOT (if applicable). The letters should be addressed to the City of Pompano Beach. Indicate all of the utility requirements on the plat.
- Septic tank and or well letters from the nearest utility company. The letter should be addressed to the Planning & Growth Management Director.
- Security—this item is required during the City Commission review stage based on cost estimates of the proposed public improvements prepared by the Engineering Department

Very Important to Read All Instructions

Applicant may choose to make an appointment with a City Planner prior to submit application. Incomplete Applications will not be accepted. Deadline for DRC is 3 weeks prior to meeting date. Deadline for P&Z Board is 4th Wednesday of preceding month. See attached Meeting Dates and Deadline Schedule.*

Plat Applications are reviewed by:
Development Review Committee (DRC), Planning and Zoning Board (P&Z), City Attorney, and City Commission
Industrial plat applications are reviewed by the Industrial Review Board.

Residential Plats and Site plan applications shall not be approved without providing the appropriate written approval from Broward County School District.

Plat Review approval shall expire unless a building permit based upon such approval is issued within 24 months from the date of written approval.

*** Actual Meeting Days May Vary**

APPLICATION CHECKLIST

APPLICATION:

1. _____ Application Fee: \$100 plus \$22 per acre, plus \$10.50 per unit for residential plat.
2. _____ \$600 plus \$60 per acre for non-residential plat.
3. _____ One completed application with original signatures.
4. _____ Owners Certificate signed by owner.
5. _____ Letter signed by owner requesting plat approval and acknowledgement of any dedication or easement included in the plat.
6. _____ Owner/agent letter
7. _____ One copy of Certificate of Title or Attorney's Opinion of Title dated within the last six months. *For Residential Plats and Site Plan Applications*
8. _____ Applicant must transmit residential plans and site plans to Broward County School District for concurrency approval prior to approval by municipalities. Complete Attached Application.

PLAT

9. _____ Spaces for signature and seal of the City Clerk, City Engineer, Mayor and the Chairman of the Planning & Zoning Board; dates of such approval and the number of the ordinance approving the plat.
10. _____ Eight sets of signed and sealed plats identifying the plat name and containing the following:
 11. _____ Legal description
 12. _____ Plat net & gross acreage
 13. _____ Location map
 14. _____ All existing and proposed public or private streets, alleys, right-of-ways, easements for utilities, bike paths, bus shelters, or bus bays, canals, lakes and other major water courses either on or adjacent to property.
 15. _____ North arrow scale and date.
 16. _____ Dedication of streets or other improvements.
 17. _____ The area of each lot and of the plat as a whole to the nearest square foot area tabulation including the right-of-way dedication, easements, etc.
 18. _____ Seven current surveys signed and sealed.
19. _____ Bellsouth approval letter.
20. _____ Florida Power & Light approval letter.
21. _____ Teco People Gas approval letter.
22. _____ Comcast Communication approval letter.
23. _____ FDOT approval (if applicable)
24. _____ Septic tank or well letter from the nearest utility company.



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Plat Application

Plat identification no. _____

Plat name: _____

Property address _____

Subdivision (If Acreage, attach legal description) Block Lot(s)

Print Name of Property Owner

Print name of Agent

Signature of Property Owner

Signature of Agent

Owner's Company name (if applicable)

Agent's Company Name

Property Owner's Mailing Address (Street Address)

Agent Mailing Address (Street Address)

Property Owner's Mailing Address (City/ State/ Zip)

Agent Mailing Address (City/ State/ Zip)

Property Owner's Email Address

Agent's Email Address

Property Owner's Telephone Number

Agent's Telephone Number

Property Owner's Fax Number

Agent's Fax Number

OWNER'S CERTIFICATE

This is to certify that I _____ am the owner of
(Name)

(Address)

and that I have authorized the filing of the aforesaid application.

Owner's Name: _____
(Print or Type)

Address: _____

(Zip Code)

Phone: _____

Email address: _____

(Signature of Owner or Authorized Official)

Company Name

Company's Mailing Address

Signature of Owner or Authorized Official

Company's Mailing Address (City / State /Zip)

SWORN AND SUBSCRIBED before me this _____ day of _____, 20 ____.

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Notary Public: Print, stamp, or Type as Commissioned.)

Personally know to me, or
 Produced identification: _____
(Type of Identification Produced)

SIGNATURES TO BE OBTAINED FROM:

Lamar Fisher, Mayor
City of Pompano Beach
100 W. Atlantic Boulevard
Pompano Beach, Florida 33060 (Tel. 786-4601)

Jim Beeson, Chairman
Planning and Zoning Board/Local Planning Agency
City of Pompano Beach
100 W. Atlantic Boulevard
Pompano Beach, Florida 33060 (Tel. 786-4662)

Alessandra Delfico, P.E. City Engineer
City of Pompano Beach Engineering Department
1201 N.E. 5th Avenue
Pompano Beach, Florida 33060 (Tel. 786-4060)

Mary L. Chambers, City Clerk
City of Pompano Beach
100 W. Atlantic Boulevard
Pompano Beach, Florida 33060 (Tel. 786-4611)

PLAT APPLICANTS COORDINATE WITH:

AT&T

8601 W. Sunrise Boulevard
Plantation, Florida 33322

Attn: Otis Keeve

Tel.: (954) 723-2540

Teco Peoples Gas

15779 W. Dixie Highway
North Miami, Florida 33162

Attn: Jorge Bouza

Tel: (954) 453-0814

Florida Power and Light Company

330 S.W. 12th Avenue
Pompano Beach, Florida 33069

Attn: Service Planning Dept.

Tel: (954) 956-2026

Note: FP&L REQUIRES TWO COPIES EACH OF PLAT AND SITE PLAN.

Comcast Communications

2601 S.W. 145th Avenue - #100
Miramar, Florida 33027

Attn: Leonard Maxwell

Tel: (954) 534-7380

F.D.O.T.

3400 W. Commercial Boulevard
Ft. Lauderdale, Florida 33309

Attn: Jeff Smith

Tel: (954) 777-4560 or 777-4551

NOTICE EFFECTIVE FEBRUARY 1, 2008

Per resolution 08-97 RESIDENTIAL PLATS AND SITE PLAN APPLICATIONS shall not be approved without providing the appropriate written approvals from Broward County School District.

APPLICANTS MUST TRANSMIT RESIDENTIAL PLATS AND SITE PLANS TO BROWARD COUNTY SCHOOL DISTRICT.

For your convenience an application is attached to all plat applications and for additional information contact:

The School Board of Broward County, Florida
Growth Management Department
Facility Management, Planning & Site Acquisition
1643 North Harrison Parkway
Sunrise, Florida 33323
(754)-321-8350

or visit their website to complete the form online:

http://www.broward.k12.fl.us/propertygmt/Growth_Management/meetings/Docs/PublicSchoolImpactApplication.pdf

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Application Fee Schedule Regarding the Review
of Development Applications - Calendar Year 2011

APPLICATION TYPE	APPLICATION FEE
CONSISTENCY REVIEW	
LUPA	\$1,730.00
REZONING	\$1,730.00
DRI	\$1,730.00
ADDITIONAL FEE FOR APPLICATIONS WITH VOLUNTARY MITIGATION	\$1,445.00
PUBLIC SCHOOL CONCURRENCY REVIEW	
PLAT-RESIDENTIAL	\$1,445.00
PLAT-NON-RESIDENTIAL	N/A
SITE PLAN-RESIDENTIAL	\$1,455.00
SITE PLAN-NON-RESIDENTIAL	N/A
FUNCTIONAL EQUIVALENT	\$260 - up to 5 units
ADDITIONAL FEE FOR APPLICATIONS WITH PROPORTIONATE SHARE MITIGATION	\$2,100.00
MISCELLANEOUS REVIEW	
RE-REVIEW-MAJOR	1/2 of original review fee
RE-REVIEW-MINOR	1/4 of original review fee
RE-REVIEW-MINOR VESTING VERIFICATION LETTER FOR PUBLIC SCHOOL CONCURRENCY*	\$55.00
SCAD LETTER FOR EXEMPT DEVELOPMENT	\$55.00
EXTENSION LETTERS	\$55.00
OPINION LETTER	\$55.00

*See Frequently Asked Questions

- 1 Re-review of major revisions regarding projects with prior voluntary mitigation process is subject to 1/2 of the fee for LUPA, Rezoning, DRI, Plats and Site Plans
- 2 Re-review of minor revisions regarding projects with prior voluntary mitigation process is subject to 1/4 of the fee for LUPA, Rezoning, DRI, Plats and Site Plans
- 3 Re-review of revisions to the previously executed and recorded binding agreements (Tri-Part, and RC) as a result of major revisions to LUPA, Rezoning, DRI, Plats and Site Plans is subject to 1/2 of the fee for applications with voluntary mitigation
- 4 Re-review of revisions to the previously executed and recorded binding agreements (Tri-Part, and RC) as a result of minor revisions to LUPA, Rezoning, DRI, Plats and Site Plans will not be subject to any additional fees beyond what is stated in number 2 above

NOTE: Fees depicted above reflect annual adjustment authorized by School Board Policy 1161

PUBLIC SCHOOL IMPACT APPLICATION
The School Board of Broward County, Florida
Growth Management Department
Facility Management, Planning & Site Acquisition
600 SE 3rd Avenue, 8th Floor, Fort Lauderdale, FL 33301; Phone: 754-321-2177, Fax: 754-321-2179
www.browardschools.com

GENERAL PROJECT INFORMATION

APPLICATION TYPE

Land Use DRI Rezoning Flex/Reserve Allocation Plat Site Plan

FOR INTERNAL USE ONLY

School Board Number

County Project Number

City Project Number

Project Name

Has this project been previously submitted (since Feb. 01, 2008) ? If yes, provide the SBBC Number

Application Fee Amount Due/Paid* Check No. Is proof of Payment attached?

* Make check payable to "School Board of Broward County." No cash will be accepted.

PROJECT LOCATION AND SIZE

Section Township Range

General location of the project Side of

at/between and

Area Acreage Jurisdiction

APPLICANT INFORMATION

Owner's Name Phone

Address City State Zip

Developer/Agent

Address City State Zip

Phone Fax Number

Agent's E-mail

DEVELOPMENT DETAILS

Land Use Designation Existing Proposed

Zoning Designation Existing Proposed

PERMITTED					PROPOSED			
Residential Type	Total Units	Built Units	Bedroom Mix	Un-built Units	Bedroom Mix	Residential Type	Number of Units	Bedroom Mix
Single Family			____ 3 BR or Less ____ 4 BR or >		____ 3 BR or Less ____ 4 BR or >	Single Family		____ 3 BR or Less ____ 4 BR or >
Townhouse/ Duplex/ Villa			____ 1 BR or Less ____ 2 BR ____ 3 BR or >		____ 1 BR or Less ____ 2 BR ____ 3 BR or >	Townhouse/ Duplex/ Villa		____ 1 BR or Less ____ 2 BR ____ 3 BR or >
Garden Apartment			____ 1 BR or Less ____ 2 BR ____ 3 BR or >		____ 1 BR or Less ____ 2 BR ____ 3 BR or >	Garden Apartment		____ 1 BR or Less ____ 2 BR ____ 3 BR or >
Mid Rise						Mid Rise		
High Rise						High Rise		
Mobile Home			____ 2 BR or Less ____ 3 BR or >		____ 2 BR or Less ____ 3 BR or >	Mobile Home		____ 2 BR or Less ____ 3 BR or >
Total						Total		

Does this project include a non-residential development?

If yes, please describe other proposed uses

VESTED RIGHTS/EXEMPTION INFORMATION

Amount of Vested/Exempt development (including number of units, type, and bedroom mix)

Exemption Criteria (check any/all as applicable)	Vesting Criteria (check any/all as applicable)	Associated Application Number
____ Generates less than one student*	____ Located within previously approved plan amendment or rezoning with a valid mitigation agreement with the School Board through an executed and recorded DRC or Tri-Party*	
____ Age restricted to persons 18 and over*	____ Obtained site plan final approval prior to February 1, 2008*	
____ Statutory exemption* ____ Applicable Statute*	____ Site plan located within a plat for which school impacts have been satisfied*	
____ Site Plan located within a plat with a valid final SCAD letter*		Associated Plat Number: _____

*** Supporting documentation is required**

Signature of Applicant/Agent: _____ Date: _____

Please attach a survey of the project site
NOTE: 45-Day review period only commences upon a determination of completeness by School District Staff. Applicant submitting a plat application must include an official letter containing plat name and municipal project number and must indicate that the plat has been approved or accepted by the municipality
ALL APPLICANTS MUST SUBMIT THE APPLICATION TO THE 8th FLOOR