

**CITY OF POMPANO BEACH  
ZONING DEPARTMENT  
PLAT REVIEW APPLICATION**

**Plat applications are reviewed by:**

- ◆ Development Review Committee (DRC)
- ◆ Planning and Zoning Board (P&Z)
- ◆ City Attorney
- ◆ City Commission

**Industrial plats applications are reviewed by:**

- ◆ Industrial Review Board

**See attached meeting dates and deadline schedule.**

(Meeting dates are subject to change).

**Application Requirements:**

- ◆ Seven sets of plats, proposed site plans, and surveys for DRC.
- ◆ Ten set of plats, proposed site plans, and surveys for P&Z (subsequent to DRC meeting).
- ◆ Ten sets of plats, proposed site plans, and surveys for Industrial Review Board (B-4, I-1, I-1X, M-1 and M-2 zoning only).
- ◆ Twelve sets of plats, and surveys for City Commission (subsequent to 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 and Growth Management Director. the letter must indicate the approximate distance of the plat to the nearest sanitary sewer line and the date for the provision of service to the proposed plat.
- ◆ 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.

# 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. \_\_\_\_\_ Completed application.
4. \_\_\_\_\_ Owners Certificate signed by owner.
5. \_\_\_\_\_ Letter signed by owner requesting plat approval and acknowledgment 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 the last six months.

## PLAT

8. \_\_\_\_\_ 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.
9. \_\_\_\_\_ Seven sets of signed and sealed plats identifying the plat name and containing the following:
  10. \_\_\_\_\_ Legal description
  11. \_\_\_\_\_ Plat net & gross acreage
  12. \_\_\_\_\_ Location map
  13. \_\_\_\_\_ 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.
  14. \_\_\_\_\_ North arrow scale and date.
  15. \_\_\_\_\_ Dedication of streets or other improvements.
  16. \_\_\_\_\_ 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.
17. \_\_\_\_\_ Seven current surveys signed and sealed.
18. \_\_\_\_\_ Bellsouth approval letter.
19. \_\_\_\_\_ Florida Power & Light approval letter.
20. \_\_\_\_\_ Teco People Gas approval letter.
21. \_\_\_\_\_ Comcast Communication approval letter.
22. \_\_\_\_\_ FDOT approval (if applicable).
23. \_\_\_\_\_ Septic tank or well letters from the nearest utility company.



This is to certify that I \_\_\_\_\_  
am the owner of \_\_\_\_\_  
and that I have authorized the filing of the aforesaid application.

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company's Address: \_\_\_\_\_

\_\_\_\_\_

Signature of Owner or Authorized Official: \_\_\_\_\_

**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 known to me, or

Produced identification: \_\_\_\_\_

Type of Identification Produced: \_\_\_\_\_

**SIGNATURES TO BE OBTAINED FROM:**

**Mayor**

City of Pompano Beach  
100 W. Atlantic Boulevard  
Pompano Beach, Florida 33060 Tel. (954) 786-4601

**Chairman**

Planning and Zoning Board/Local Planning Agency  
City of Pompano Beach  
100 West Atlantic Boulevard  
Pompano Beach, Florida 33060 Tel. (954) 786-4662

**City Engineer**

City of Pompano Beach Engineering Department  
1201 N.E. 5<sup>th</sup> Avenue  
Pompano Beach, Florida 33060 Tel. (954) 786-4060

**City Clerk**

City of Pompano Beach  
100 West Atlantic Boulevard  
Pompano Beach, Florida 33060 Tel. (954) 786-4611

**PLAT APPLICANTS COORDINATE WITH:**

**Bell South**

8601 West Sunrise Boulevard  
Plantation, Florida 33322

Attn: Mike Posten  
Tel.: (954) 723-2540

**Teco People's Gas**

15779 West Dixie Highway  
North Miami, Florida 33162

Attn: Jorge Bouza  
Tel.: (954) 957-3834

**Florida Power and Light Company**

330 S.W. 12<sup>th</sup> Avenue  
Pompano Beach, Florida 33060

Attn: Jim Bush  
Tel.: (954) 956-2030

Note: FP&L requires TWO copies of each plat and site plan.

**Comcast Communications**

2601 S.W. 145<sup>th</sup> Avenue - #100  
Miramar, Florida 33027

Attn: Leonard Maxwell  
Tel.: (954) 538-9394

**F.D.O.T.**

3400 W. Commercial Boulevard  
Ft. Lauderdale, Florida 33309

Attn: Jeff Smith  
Tel.: (954) 777-4551