



Community Development  
7525 NW 88<sup>th</sup> Avenue  
Tamarac, FL 33321  
Telephone (954) 597-3530  
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**FOR STAFF USE ONLY:**

CASE #: \_\_\_\_\_  
Master File #: \_\_\_\_\_  
HTE Project #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Received by: \_\_\_\_\_  
Fee(s) Collected: \_\_\_\_\_

**CASE DEVELOPMENT APPLICATION**

**PLANNED DEVELOPMENT PLAN AGREEMENT/AMENDMENT**

*Please indicate* :       Agreement       Amendment

Project Name: \_\_\_\_\_

Project Address (if applicable): \_\_\_\_\_

Project Location: \_\_\_\_\_

Parcel Size: \_\_\_\_\_ acres/sq. ft. Folio No. \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Identify existing and proposed land use classification and proposed density, if applicable.)

Applicant/Agent/Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Property Owner's Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_

*\*The City of Tamarac is committed to serving the needs of all its citizens and visitors, and our goal is to ensure access to information for a diverse audience. Please incorporate accessibility design standards to meet Universal Design concepts supported by the W3C Guidelines and ADA Accessibility Requirements into all application submittal documents.*

## PLANNED DEVELOPMENT PLAN AGREEMENT/AMENDMENT APPLICATION CHECKLIST

The following checklist is designed to assist the applicant in preparing the required materials for review. The application will **not** be accepted if all required items are not present at the time of submittal. The following items are required as part of a complete application for Planned Development Plan Agreement/Amendment.

- A completed City of Tamarac Planned Development Plan Agreement/Amendment Application.
- Justification Letter. Plan shall encompass all requirements from Sections 10-2.5 and 10-5.4 (E) of the City's Land Development Code. Please see attached sheet for Section 10-2.5 and 10-5.4 (E) requirements.
- Application Summary Sheet (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).
- Designation of Agent for Quasi-Judicial Proceedings form (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>). This form must be completed by the property owner. The form names that person who will represent the said application.
- Proof of property ownership. (i.e. deed, property appraisers, or contract to purchase)
- Traffic and/or Architectural Consultant Fee Affidavit (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>). Applicants will be billed at a later time for the cost of the services billed by the either Consultant.
- Local Publication Agency Fee Affidavit (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>) – all legal advertisements will be processed by the City of Tamarac. Applicants will be billed at a later time for the cost of the legal advertisement in local print publication.
- Public Hearing Signs must be posted on the property (at each public right-of-way) within three (3) days of the submittal of the official development application.
- Public Hearing Sign Affidavit (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>) must be submitted to the Community Development Department seven (7) days prior to the scheduled public hearing date.
- Completion of the Public Notification process shall be in conformance with Table 10-5.2 "General Notice Requirements" in Section 10-5.3 (F).
- Public Notification Affidavit (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>). (Due seven (7) days prior to the scheduled public hearing date)
- One (1) copy of a plat/survey dated within the last twelve (12) months.
- Appropriate fees (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).

**\*\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED\*\***

**PLANNED DEVELOPMENT PLAN AGREEMENT/AMENDMENT**  
**LAND DEVELOPMENT CODE REQUIREMENTS**

In the project's justification statement, please explain how and why the proposed development request(s) meets the criteria outlined in Sections 10-2.5 and 10-5.4 (E) of the City's Code below:

- (a) Include a statement of planning objectives for the district;
- (b) Identify the general location of individual development areas, identified by land use(s) and/or development density or intensity;
- (c) Identify for the entire PD district and each development area the land area, types and mix of land uses, number of residential units (by use type), nonresidential floor area (by use type), residential density, and nonresidential intensity;
- (d) Identify the general location, amount, and type (whether designated for active or passive recreation) of open space;
- (e) Identify the location of environmentally sensitive lands, wildlife habitat, wetlands, and floodplains;
- (f) Identify the onsite transportation circulation system, including the general location of all public and private streets, existing or projected transit corridors, and pedestrian and bicycle pathways, and how they will connect with existing and planned city systems as supported by an applicant-provided traffic study;
- (g) Identify the general location of onsite potable water and wastewater facilities, and how they will connect to City systems;
- (h) Identify the general location of onsite stormwater management facilities, and how they will connect to City systems;
- (i) Identify the general location of all other onsite public facilities serving the development, including but not limited to parks, schools, and facilities for fire protection, police protection, EMS, stormwater management, and solid waste management.

- (j) Include conditions related to approval of the application for the PD zoning district classification;
- (k) Identify the community benefits and amenities that will be provided to compensate for the added development flexibility afforded by the PD district; and
- (l) Include any other provisions the City Commission determines are relevant and necessary to the development of the planned development in accordance with applicable standards and regulations.

In addition, the PD Agreement must demonstrate that it:

- (a) Is consistent with the Comprehensive Plan;
- (b) Is consistent with any provisions of this Code or the Tamarac City Code;
- (c) Addresses a demonstrated community need;
- (d) Is required by changed conditions;
- (e) Is compatible with existing and proposed uses surrounding the subject land, and is the appropriate zoning district for the land;
- (f) Would result in a logical and orderly development pattern;
- (g) Would result in development that is adequately served by public facilities (e.g., streets, potable water, sewerage, stormwater management, solid waste collection and disposal, schools, parks, police, and fire and emergency medical facilities);
- (h) Would avoid significantly adverse impacts on the natural environment—including, but not limited to, water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment; and
- (i) Would be consistent with the public interest and the purposes and intent of this Code.

**\*\*\*Please note, due to the length of PD Requirements this list is not meant to be exhaustive but rather a tool to use for guidance when preparing the PD Development Application Justification Statement.**