



Community Development
7525 NW 88th Avenue
Tamarac, FL 33321
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FOR STAFF USE ONLY:

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

CASE DEVELOPMENT APPLICATION

ESTABLISHMENT OF USE

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.*

ESTABLISHMENT OF USE 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 Establishment of Use.

- A completed City of Tamarac Establishment of Use Application.
- Justification Letter. Shall encompass a detailed description of the proposed land use and meet all requirements from Section 10-5.4 (C) of the City's Land Development Code entitled Establishment of Use.
- 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.
- 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.
- Completion of the Public Notification process shall be in conformance with Table 10-5.2 "General Notice Requirements" in Section 10-5.3 (F). Staff reserves the right to require published, mailed and posted notices for any project for both Planning Board and City Commission Public Hearings.
- Appropriate fees (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).

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

ESTABLISHMENT OF USE
LAND DEVELOPMENT CODE REQUIREMENTS

In the project's justification statement, please explain to what extent does the proposed land use impact the surrounding environment and facilities as listed in Section 10-5.4 (C) of the City's Code below:

- (a) The nature of the use and whether it involves dwelling activity; sales; processing; type of product, storage and amount, and nature thereof; enclosed or open storage;
- (b) Anticipated employment;
- (c) Transportation requirements;
- (d) The amount of noise, odor, fumes, dust, toxic material, and vibration likely to be generated; and
- (e) The general requirements for public utilities such as water and sanitary sewer.