



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: _____

SP - CASE DEVELOPMENT APPLICATION

SITE PLAN APPROVAL (MAJOR)

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.*

SITE PLAN APPROVAL (MAJOR) 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 a Site Plan Approval (Major):

- A completed City of Tamarac Site Plan Approval (Major) Application.
- Justification Letter. Plan shall encompass all requirements from Chapter 10-5.4 (H) of the City's Land Development Code entitled Site Plan Approval.
- Application Summary Sheet (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).
- Property Owner Consent - Designation of Agent 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 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 Chapter 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****



FIRE DEPARTMENT SITE PLAN REQUIREMENTS

- For residential projects, fire hydrants shall be placed on lines six (6) inches or larger in diameter and shall be spaced so that the furthest portion of all principal buildings or dwelling units therein, and all buildings areas of site plan and parcels are within three hundred (300) feet of a hydrant as a FIRE HOSE IS NORMALLY DEPLOYED.
- Main size for all other types of developments other than residential shall be a minimum of 8 inches in diameter.
- For all other types of development other than residential, fire hydrants shall be spaced so that the furthest exterior portion of a building is within 200 feet of a hydrant as a FIRE HOSE IS NORMALLY DEPLOYED.
- All fire hydrants shall deliver the required fire flow gallonage with a residual pressure of 20 psi.
- All manual security devices, if provided with locks, shall have Tamarac Fire Rescue approved locking devices.
- Automatic security devices must have a Tamarac Fire Rescue approved key override, an audio (yelp) override system, a numerical keypad with an approved access code, and a back-up system to allow for operation in the event of power failure.