



Requirements for Change of Use and Occupying an Existing Building

DEVELOPMENT AND ENVIRONMENTAL REVIEW

In addition to City or Town approval, Broward County approval is also required prior to the issuance of any building permits, changes of use, or certificates of occupancy to ensure consistency with the Broward County Code of Ordinances.

Applications may be completed in person or from any computer with internet access. Computers are available to the public, located in the lobby of the Government Center West, for your convenience.

An approval may be processed entirely online. ePermits allows you to apply for and receive approvals via the internet at Broward.org/ePermits. For further information, call 954-357-6633.

Development Review

Development Review determines whether any required impact and/or transportation concurrency fees have either been paid or are still outstanding for the proposed use's impact on the County's school, park, and transportation infrastructure. Any changes in use that add a new residential unit or change the type of residential unit may be assessed a school impact fee. Any change in use that generates an increase in traffic based on County adopted traffic rates will be assessed an impact/concurrency fee based on the increase. Impact/concurrency fees will vary based on size, location, and actual use. Here are some examples:

- 10,000 square foot Office use to Daycare/Preschool use: \$76,000.
- 10,000 square foot Office use to Sit Down Restaurant use: \$53,000.
- 5,000 square foot Free Standing Retail use to Bank use: \$67,000.
- 1,000 square foot addition of outdoor covered Sit Down Restaurant seating: \$9,000.
- 5,000 square foot Retail Space to Fast Food Restaurant: \$37,000.
- An Increase of up to 50% office area within a 20,000 square foot industrial/flex building or bay: \$10,000.
- Addition of Showroom use within a 20,000 square foot industrial/flex building or bay: \$16,000.
- Conversion of a 10,000 square foot industrial/flex space building or bay to Indoor or children recreation use, cross fit, or gym use: \$22,000.

If you need further information, please call 954-357-6633.

Environmental Review

Environmental Review verifies that all necessary licenses required to protect and preserve the natural resources of Broward County have been issued, based on the type of proposed business. This protection ensures that there is sufficient wastewater capacity in the County's treatment facilities and an available wastewater collection system to serve the project. Other areas reviewed are wellfield protection, tree preservation, regulation of above and below ground storage tanks, protection of natural resource areas, air pollution, asbestos responsibility and hazardous materials regulations.

All evaluations require payment of a minimum of \$55 review fee. Additional fees may be required based on the size and nature of the project which cannot be determined until review of the project is complete. Some examples which may generate additional fees are as follows:

- Dry cleaners, auto repair, auto body, or any industrial use that uses hazardous chemicals.
- Fuel storage tanks associated with new or replacement generators.
- New restaurants or increases in number of seats, beauty salons and spaces that have been vacant for more than (6) six months.

For further information, please call 954-357-6633.

Contact

Planning and Development Management Division

Environmental Protection and Growth Management Department

Government Center West

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