



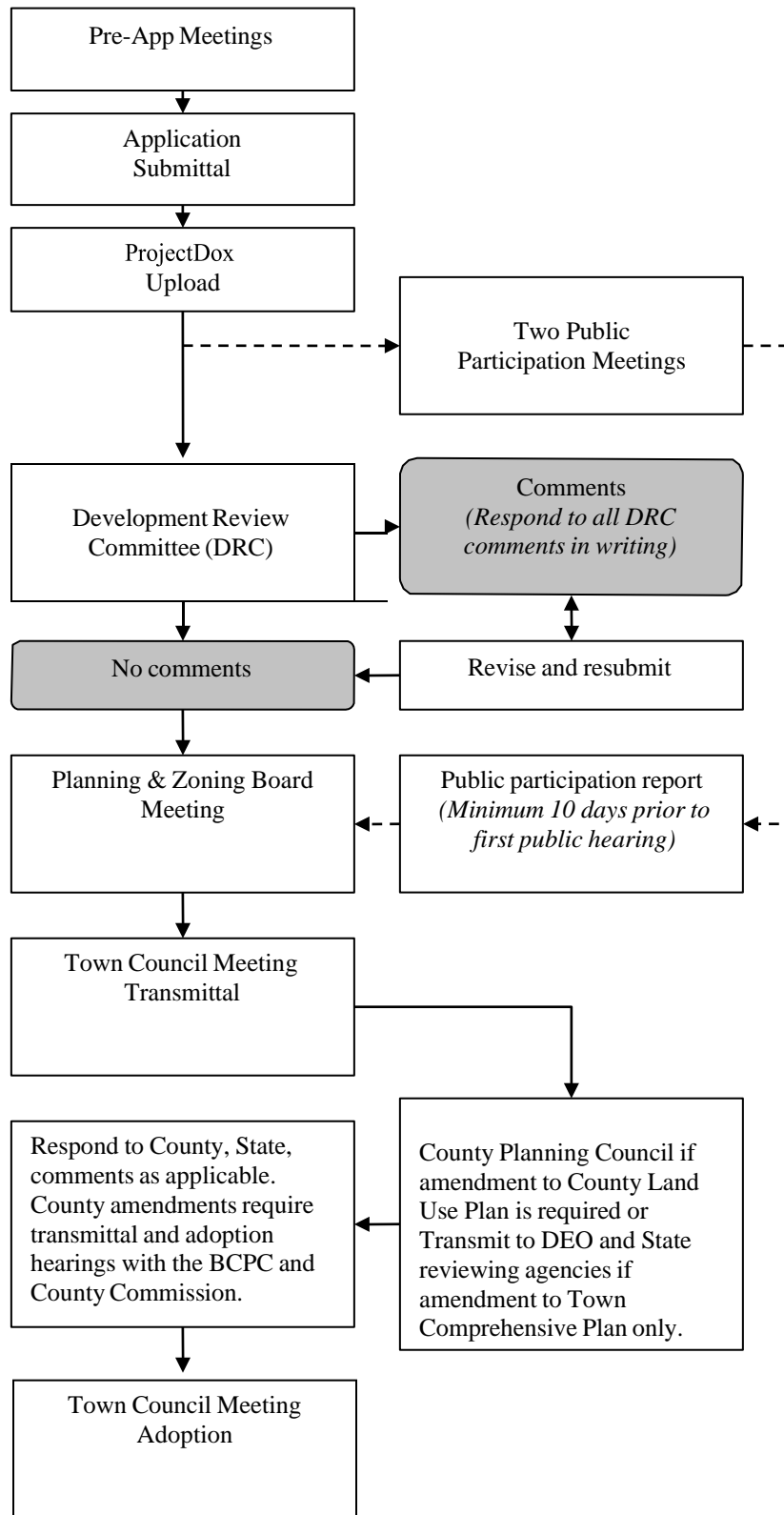
TOWN OF DAVIE
PLANNING & ZONING DIVISION
 8800 SW 36th Street • DAVIE, FLORIDA 33328
 Phone: 954.797.1103 • www.davie-fl.gov

LAND USE PLAN/COMP PLAN AMENDMENTS CHECKLIST

Project Name	
Project Number	
TRANSMITTAL	
Date	Process
	Pre-App Meeting
	Broward County School Board Consistency Review
	Public Participation Meetings Meeting Date #1: Meeting Date #2:
	Development Review Committee
	Public Hearing Newspaper Ad, Posting and Notice
	Notice Broward County School Board and adjacent municipalities
	Planning & Zoning Board Meeting
	Town Council Meeting (1 st Reading) [Transmittal]
	Transmittal Letter Package to Broward County Planning Council (if concurrent BCLUPA) or State Agency Deadline to submit fee for Broward County Planning Council notices (no later than 3 weeks prior Broward County Planning Council transmittal hearing)
	Broward County Planning Council Meeting [Transmittal] (if concurrent BCLUPA)
	Broward County Commission Meeting [Transmittal] (if concurrent BCLUPA)
	Transmittal Letter to State Agency (if concurrent BCLUPA) that BCPC transmits - send once County Commission approves transmittal
	South Florida Regional Planning Council Meeting [Transmittal] (End of 30 day State Agency Review)
ADOPTION	
	Meeting Newspaper Ad and Notices (for map amendments)
	Public Hearing Newspaper Ad, Posting and Notice (for map amendments) 2 weeks prior to Town Council Meeting
	Town Council Meeting (2 nd Reading) [Adoption]
	Broward County Planning Council Meeting [Adoption]
	County Commission Meeting [Adoption]
	South Florida Regional Planning Council Meeting [Adoption]
	State Agency [Letter of Compliance]
	Effective Day of Amendment (31 days after adoption, if not challenged)
RECERTIFICATION	
	Recertification submittal to Broward County Planning Council
	Broward County Planning Council Meeting [Recertification]
	Approval [Recertification]

Notes:

Process





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LAND USE PLAN AMENDMENT (LUPA) SUPPORT DOCUMENTATION

Documents
Existing and Proposed Uses
<ol style="list-style-type: none">a. Current land use designations for adjacent properties.b. Existing use of amendment site and adjacent areas.c. Proposed use of the amendment site including proposed square footage and/or dwelling unit count proposed for each parcel.
Analysis of Public Facilities and Services
<p><i>The items below must be addressed to determine the impact of an amendment on existing and planned public facilities and services. Provide calculations for each public facility and/or service. If more than one amendment is submitted, calculations must be prepared on an individual and cumulative basis.</i></p> <p>Sanitary sewer analysis</p> <ol style="list-style-type: none">a. Identify whether the site or a portion is currently and/or proposed to be serviced by septic tanks.b. Identify the sanitary sewer facilities serving the service area in which the amendment is located including the current plant capacity, current plus committed demand on plant capacity, and planned plant capacity.c. Identify the net impact on sanitary sewer demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot* or dwelling units.d. Identify the projected plant capacity and demand for the short and long range planning horizons as identified within the adopted Town Comprehensive Plan. Provide demand projections and information regarding planned plant capacity expansions including year, identified funding sources and other relevant information.e. Provide information regarding existing and proposed trunk lines and lateral hookups to the amendment site.f. Correspondence from sanitary sewer provider verifying the information submitted as part of the application on items i.-v. Correspondence must contain name, position and contact information of party providing verification. <p>* Square footage numbers are for analytical purposes only.</p>
Potable Water
<p><i>Data and analysis demonstrating that a sufficient supply of potable water and related infrastructure will be available to serve the proposed amendment site through the long-term planning horizon, including the nature, timing and size of the proposed water supply and related infrastructure improvements.</i></p> <ol style="list-style-type: none">a. Provide the adopted level of service standard for the service area in which the amendment is located.b. Identify the facilities serving the service area in which the amendment is located including the current plant capacity, current and committed demand on the plant and the South Florida Water Management District (SFWMD) permitted withdrawal, including the expiration date of the SFWMD permit.c. Identify the wellfield serving the service area in which the amendment is located including the permitted capacity, committed capacity, remaining capacity and expiration date of the permit.d. Identify the net impact on potable water demand, based on adopted level of service resulting from the proposed amendment. Provide calculations including anticipated demand per square foot* or dwelling units.e. Identify the projected capacity and demand for the short and long range planning horizons as identified within the adopted comprehensive plan - provide demand projections and information regarding planned and plant capacity expansions including year, funding sources and other relevant information. If additional wellfields are planned, provide status including the status of any permit applications.f. Provide information regarding existing and proposed trunk lines and water main hookups to the amendment site.g. Correspondence from potable water provider verifying the information submitted as part of the application on items a.-f. Correspondence must contain name, position and contact information of party providing verification.

Drainage

- a. Provide the adopted level of service standard for the service area in which the amendment is located.
- b. Identify the drainage district and drainage systems serving the service area in which the amendment is located.
- c. Identify any planned drainage improvements, including year, funding sources and other relevant information.
- d. Indicate if a Surface Water Management Plan has been approved by, or an application submitted to, the SFWMD and/or any independent drainage district, for the amendment site. Identify the permit number(s), or application number(s) if the project is pending, for the amendment site. If an amendment site is not required to obtain a SFWMD permit, provide documentation of same.
- e. If the area in which the amendment is located does not meet the adopted level of service and there are no improvements planned (by the unit of local government or drainage authority) to address the deficiencies, provide an engineering analysis which demonstrates how the site will be drained and the impact on the surrounding properties. The information should include the wet season water level for the amendment site, design storm elevation, natural and proposed land elevation, one hundred year flood elevation, acreage for proposed water management retention area, elevations for buildings, roads and years, storage and runoff calculations for the design storm and estimated time for flood waters to recede to the natural land elevation.
- f. Correspondence from local drainage district verifying the information submitted as part of the application on items a.-e. Correspondence must contain name, position and contact information of party providing verification.

Solid Waste

- a. Provide the adopted level of service standard for the service area in which the amendment is located.
- b. Identify the solid waste facilities serving the service area in which the amendment is located including the landfill/plant capacity, current and committed demand on landfill/plant capacity and planned landfill/plant capacity.
- c. Identify the net impact on solid waste demand resulting from the proposed amendment. Provide calculations including anticipated demand per square foot* or dwelling unit.
- d. Correspondence from the solid waste provider verifying the information submitted as part of the application on items a.-c. Correspondence must contain name, position and contact information of party providing verification.

Recreation and Open Space Analysis

- a. Provide the adopted level of service standard for the service area in which the amendment is located and the current level of service.
- b. Identify the parks serving the service area in which the amendment is located including acreage and facility type, e.g. neighborhood, community or a regional park.
- c. Identify the net impact on demand for park acreage, as defined by the Town Comprehensive Plan, resulting from this amendment.
- d. Identify the projected park needs for the short and long range planning horizons as identified within the adopted Town Comprehensive Plan. - provide need projections and information regarding planned expansions including year, identified funding sources, and other relevant information.

Traffic Circulation

- a. Identify the roadways impacted by the proposed amendment and indicate the number of lanes, current traffic volumes, adopted level of service and current level of service for each roadway.
- b. Identify the projected level of service for the roadways impacted by the proposed amendment for the short and long range planning horizons. Please utilize average daily and p.m. peak hour traffic volumes per the Transportation Element of the Town of Davie Comprehensive Plan.
- c. Analyze traffic impacts resulting from the amendment. Provide a traffic impact analysis for this amendment - calculate anticipated average daily and p.m. peak hour traffic generation for the existing and proposed land use designations. If the amendment reflects a net increase in traffic generation, identify access points to/from the amendment site and provide a distribution of the additional traffic on the impacted roadway network for the short and long range planning horizons.
- d. Provide any transportation studies relating to this amendment, as desired.

Mass Transit Analysis
<ul style="list-style-type: none"> a. Identify the mass transit modes, existing and planned mass transit routes and scheduled service (headway) serving the amendment area within one-quarter of a mile. b. Quantify the change in mass transit demand resulting from this amendment. c. Correspondence from transit provider verifying the information submitted as part of the application on items a. and b. Correspondence must contain name, position and contact information of party providing verification. d. Describe how the proposed amendment furthers or supports mass transit use.
Natural and Historic Resources
<i>Indicate if the site contains, is located adjacent to or has the potential to impact any of the natural and historic resource(s) listed below, and if so, how they will protect or mitigated. Staff may request additional information from Broward County regarding the amendment's impact on natural and historic resources. The applicant is encouraged to contact the individual review agencies to discuss these issues.</i>
<ul style="list-style-type: none"> a. Historic sites or districts on the National Register of Historic Places or locally designated historic sites. b. Archaeological sites listed on the Florida Master Site File. c. Wetlands. d. Local Areas of Particular Concern as identified within the Broward County Land Use Plan. e. "Endangered" or "threatened species" or "species of special concern" or "commercially exploited" as per the Florida Fish and Wildlife Conservation Commission (fauna), the U.S. Fish and Wildlife Service (flora and fauna), or the Florida Department of Agricultural and Consumer Services (fauna). If yes, identify the species and show the habitat location on a map. f. Plants listed in the Regulated Plant Index for protection by the Florida Department of Agriculture and Consumer Services. g. Wellfields - indicate whether the amendment is located within a wellfield protection zone of influence as defined by Broward County Code, Chapter 27, Article 13 "Wellfield Protection." If so, specify the affected zone and any provisions which will be made to protect the wellfield. h. Soils - describe whether the amendment will require the alteration of soil conditions or topography. If so, describe what management practices will be used to protect or mitigate the area's natural features.
Land Use Compatibility
<i>Describe how the amendment is consistent with existing and planned future land uses in the area (including adjacent communities). Identify specific land development code provisions or other measures that have or will be utilized to ensure land use compatibility.</i>
Consistency with Goals
<i>List of goals, objectives and policies of the Town of Davie Comprehensive Plan which the proposed amendment furthers.</i>
Population Projections for The Town of Davie
<ul style="list-style-type: none"> a. Population projections for the 20 year planning horizon (indicate year). b. Population projections resulting from proposed land use (if applicable). c. Using population projections for the 20 year planning horizon, demonstrate the effect of the proposed amendment on the land needed to accommodate the projected population.
Fire Protection
<i>Address the availability of essential services for the short and long range planning horizon.</i>
Police Protection
<i>Address the availability of essential services for the short and long range planning horizon.</i>
Public Education Analysis
<i>An analysis of the impacts of the proposed amendment on public education facilities, as indicated below, is to be provided by the applicant. The applicant is encouraged to contact the School Board staff to discuss this review.</i>
<ul style="list-style-type: none"> a. Identify the existing public elementary and secondary education facilities serving the area in which the amendment is located. b. Identify the existing school enrollment and permanent design capacity of the public elementary and secondary education facilities serving the area. c. Identify the additional student demand resulting from this amendment – calculations must be based on applicable student generation rates specified in the Broward County Land Development Code.

- d. Identify the planned and/or funded improvements to serve the area in which the amendment is located as included within the School Board’s five year capital plan – provide student demand projections and information regarding planned permanent design capacities and other relevant information.
- e. Identify other public elementary and secondary school sites or alternatives (such as site improvements, nominal fee lease options, shared use of public space for school purposes etc.), not identified in Item #4 above, to serve the area in which the amendment is located.

Affordable Housing

Describe impact on affordable housing and how the proposed amendment furthers Town and County affordable housing policies.

Redevelopment Analysis

Indicate if the proposed amendment is located in an identified redevelopment area (e.g. Community Redevelopment Agency, RAC, TOC). If so, describe how the proposed amendment will facilitate redevelopment and promote approved redevelopment plans.

Additional Support Documents

Other support documents or summary of support documents on which the proposed amendment is based.