

**ITEM #46**

**ADDITIONAL MATERIAL**

**Public Hearing**

**MAY 19, 2020**

**SUBMITTED AT THE REQUEST OF**

**ENVIRONMENTAL PROTECTION**

**AND GROWTH MANAGEMENT**

**DEPARTMENT**



Environmental Protection and Growth Management Department

**PLANNING AND DEVELOPMENT MANAGEMENT DIVISION**

1 N. University Drive, Box 102 Plantation, FL 33324 T: 954-357-6666 F: 954-357-6521

**MEMORANDUM**

**TO:** Mayor and Members of the Board of County Commissioners

**THRU:** Bertha Henry, County Administrator

**FROM:** Josie P. Sesodia, AICP, Director  
Planning and Development Management Division *J. Sesodia*

**DATE:** May 15, 2020

**RE:** Agenda Item No. 46, Commission Meeting of May 19, 2020 –  
An Ordinance amending Chapter 5 “Land Development Code”

Additional language has been developed to enable applicants to continue to seek concurrent review of plats and plat notes at municipal and county level. Municipal approval will continue to be required prior to action by the Board.

**Please see attached additional language for Exhibit 1 Pages 7 and 8**, which has been provided by the Office of the County Attorney.

Attachment

cc: Bertha Henry, County Administrator  
Andrew J. Meyers, County Attorney  
Maite Azcoitia, Deputy County Attorney  
Robert Melton, County Auditor  
Henry Sniezek, Director, Environmental Protection & Growth Management

1 (a) *Completeness of application.* The Planning and Development Management  
2 Division shall review the application for development permit to determine its  
3 completeness. In order to be deemed complete, an application must contain the  
4 following:

5 (1) The information and documentation provided in Section 5-189, as  
6 applicable;

7 (2) Required action by other County board. If the Code requires that a  
8 development permit not be issued until acted upon by some County  
9 board or agency other than the County Commission, the application  
10 shall include documentation evidencing action by such County board or  
11 agency;

12 (3) If there is a pending Broward County land use plan amendment, absent  
13 the applicant's agreement to an extension of the time limits prescribed in  
14 this section, evidence of final action having been taken by the County  
15 Commission and recertification by the Planning Council;

16 (4) Required action by municipality. If there is a pending application before  
17 a municipality for a land use plan amendment or allocation of flexibility  
18 units, absent the applicant's agreement to an extension of the time limits  
19 prescribed in this section, evidence of final action having been taken by  
20 the municipality allocating the flexibility units;

21 (5) A title certificate or an attorney's opinion of title, in a form acceptable to the  
22 Office of the County Attorney, identifying the person(s) whose execution  
23 would be required to convey record fee simple title to the lands subject of  
24

Coding: Words in ~~struck-through~~ type are deletions from existing text. Words in  
underscored type are additions.

1 the application. The application shall be signed by the person(s) listed in  
2 the title opinion or report ("applicant");

3 (6) For plat note amendments in the incorporated area, absent the applicant's  
4 agreement to an extension of the time limits prescribed in this section,  
5 evidence that the applicable municipality has approved the note  
6 amendment;

7 (7) Subject to Section (2) below, such additional information as deemed  
8 necessary by the Planning and Development Management Division for the  
9 review of an application pursuant to this article; and

10 (8) The appropriate fee, as established by Resolution of the County  
11 Commission.

12 Within seven (7) ~~working~~ days after receipt, the Planning and Development Management  
13 Division shall either accept the application, if it is complete, or reject the application and  
14 forward to the applicant a notice of incompleteness specifying the ~~data~~ information  
15 missing from the application received. ~~The determination of completeness in this~~  
16 ~~subsection does not include the Highway Construction and Engineering Division~~  
17 ~~submission requirement set forth in Section 5-189(c).~~

18 (1) If a notice of incompleteness is not sent, the application shall be deemed  
19 complete and accepted for purposes of beginning the time limits of this  
20 division on the ~~eighth (8th) working~~ tenth (10th) day after the filing of the  
21 application.

22 (2) If a notice of incompleteness is sent, the applicant shall resubmit the  
23 application with the additional data required within ~~ten (10) working~~  
24 thirty (30) days of after the transmittal of the notice of incompleteness ~~or the~~

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