



DEVELOPMENT APPLICATION FORM

Application Form: All Applications | Rev. 06/14/2024

INSTRUCTIONS: The following information is required pursuant to the City's Unified Land Development Regulations (ULDR), Section 47-24, Development Permits and Procedures, and must be filled out accurately with all applicable sections completed. Only complete the sections indicated for application type with N/A for those items not applicable. Refer to "Specifications for Plan Submittal" by application type for submittal requirements, which can be found on the City's website.

Select the application type and approval level in **SECTION A** and complete the sections specified under each type.

A APPLICATION TYPE AND APPROVAL LEVEL Select the application type from the list below and check the applicable type.

<input type="checkbox"/> LEVEL I ADMINISTRATIVE REVIEW COMMITTEE (ADMIN) <input type="checkbox"/> New nonresidential less than 5,000 square feet <input type="checkbox"/> Change of use (if same impact or less than existing use) <input type="checkbox"/> Plat note or Nonvehicular access line (NVAL) amendment <input type="checkbox"/> Administrative site plan <input type="checkbox"/> Amendment to site plan* <input type="checkbox"/> Affordable Housing per §166.04151(7) Fla. Stat. (Live Local Act) <input type="checkbox"/> Property and right-of-way applications (MOTs, construction staging) <input type="checkbox"/> Parking Agreements (separate from site plans) COMPLETE SECTIONS B, C, D, G	<input type="checkbox"/> LEVEL II DEVELOPMENT REVIEW COMMITTEE (DRC) <input type="checkbox"/> New Nonresidential 5,000 square feet or greater <input type="checkbox"/> Residential 5 units or more <input type="checkbox"/> Nonresidential use within 100 feet of residential property <input type="checkbox"/> Redevelopment proposals <input type="checkbox"/> Change in use (if greater impact than existing use) <input type="checkbox"/> Development in Regional Activity Centers (RAC)* <input type="checkbox"/> Development in Uptown Project Area* <input type="checkbox"/> Regional Activity Center Signage <input type="checkbox"/> Affordable Housing (≥10%) COMPLETE SECTIONS B, C, D, E, F	<input type="checkbox"/> LEVEL III PLANNING AND ZONING BOARD (PZB) <input type="checkbox"/> Conditional Use <input type="checkbox"/> Parking Reduction <input type="checkbox"/> Flex Allocation <input type="checkbox"/> Cluster / Zero Lot Line <input type="checkbox"/> Modification of Yards* <input type="checkbox"/> Waterway Use <input type="checkbox"/> Mixed Use Development <input type="checkbox"/> Community Residences* <input type="checkbox"/> Social Service Residential Facility (SSRF) <input type="checkbox"/> Medical Cannabis Dispensing Facility* <input type="checkbox"/> Community Business District for uses greater than 10,000 square feet COMPLETE SECTIONS B, C, D, E, F	<input checked="" type="checkbox"/> LEVEL IV CITY COMMISSION (CC) <input type="checkbox"/> Land Use Amendment <input type="checkbox"/> Rezoning <input type="checkbox"/> Plat <input type="checkbox"/> Public Purpose Use <input type="checkbox"/> Central Beach Development of Significant Impact* <input type="checkbox"/> Vacation of Right-of-Way <input type="checkbox"/> City Commission Review No PZB Review <input type="checkbox"/> Vacation of Easement* COMPLETE SECTIONS B, C, D, E, F
<input type="checkbox"/> MISCELLANEOUS <input type="checkbox"/> Affordable Workforce Housing Tax Reimbursement <input type="checkbox"/> Community Residence <input type="checkbox"/> Construction Noise Waiver <input type="checkbox"/> Design Review Team (DRT) COMPLETE SECTIONS B, C, D, I	<input type="checkbox"/> EXTENSION OR DEFERRAL <input type="checkbox"/> Request to defer after an application is scheduled for public hearing <input type="checkbox"/> Request extension to previously approved application (request must be within original approval date timeframe) COMPLETE SECTIONS B, C, H	<input type="checkbox"/> APPEAL <input type="checkbox"/> Appeal decision by approving body and De Novo hearing items COMPLETE SECTIONS B, C, H	<input type="checkbox"/> PROPERTY AND RIGHT-OF-WAY <input type="checkbox"/> Road Closures <input type="checkbox"/> Construction Staging Plan <input type="checkbox"/> Revocable licenses COMPLETE SECTIONS B, C, H

*Application is subject to specific review and approval process. Levels III and IV are reviewed by Development Review Committee unless otherwise noted.

B APPLICANT INFORMATION If applicant is the business operator, complete the agent column and provide property owner authorization.

Applicant/Property Owner	Fort Lauderdale Executive Airport	Authorized Agent	RUFUS JAMES, DIRECTOR FXE
Address	6000 NW 21 Avenue	Address	6000 NW 21 Avenue
City, State, Zip	Fort Lauderdale, Florida 33309	City, State, Zip	Fort Lauderdale, Florida 33309
Phone	9548285061	Phone	9548284968
Email	Rjames@fortlauderdale.gov	Email	rjames@fortlauderdale.gov
Proof of Ownership	Warrenty Deed <input type="checkbox"/>	Authorization Letter	N/A
Applicant Signature:		Agent Signature:	

C PARCEL INFORMATION

Address/General Location	Fort Lauderdale Executive Airport
Folio Number(s)	N/A
Legal Description (Brief)	See attached legal description for detail.
City Commission District	1 - John Herbst <input type="checkbox"/>
Civic Association	None

D LAND USE INFORMATION

Existing Use	Right of way
Land Use	none
Zoning District	1
Proposed <small>Applications requesting land use amendments and rezonings.</small>	
Proposed Land Use	VACATION OF RIGHT-OF-WAY
Proposed Zoning District	1



E PROJECT INFORMATION Provide project information. Circle yes or no where noted. If item is not applicable, indicate N/A.

Project Name	N/A														
Project Description <i>(Describe in detail)</i>	Currently there are no project associated with this vacation. During the 2019 Fort Lauderdale Executive Airport's masterplan approval process, Federate Aviation Administration recommended that current existing Right of Way inside the FXE to be vacated include it as part of the airport.														
Estimated Project Cost	\$ 0.00	<i>(Estimated total project cost including land costs for all new development applications only)</i>													
Waterway Use	None														
Flex Units	None	Redevelopment Units	N/A												
Flex Acreage	None														
Residential Uses	<table border="1"> <tr><td>Single Family</td><td>N/A</td></tr> <tr><td>Townhouses</td><td>N/A</td></tr> <tr><td>Multifamily</td><td>N/A</td></tr> <tr><td>Cluster/Zero Lot Line</td><td>N/A</td></tr> <tr><td>Other</td><td>N/A</td></tr> <tr><td>Total <i>(dwelling units)</i></td><td>N/A</td></tr> </table>			Single Family	N/A	Townhouses	N/A	Multifamily	N/A	Cluster/Zero Lot Line	N/A	Other	N/A	Total <i>(dwelling units)</i>	N/A
Single Family	N/A														
Townhouses	N/A														
Multifamily	N/A														
Cluster/Zero Lot Line	N/A														
Other	N/A														
Total <i>(dwelling units)</i>	N/A														
Residential Unit Mix	Efficiency / Studio	1- Bedroom													
Affordable Housing Units	% of AMI														
Affordable Unit Mix	Efficiency / Studio	1- Bedroom													
Traffic Study Required	No <input type="checkbox"/>														
Parking Reduction	No <input type="checkbox"/>														
Public Participation	No <input type="checkbox"/>														
Non-Residential Uses	<table border="1"> <tr><td>Commercial</td><td>N/A</td></tr> <tr><td>Restaurant</td><td>N/A</td></tr> <tr><td>Office</td><td>N/A</td></tr> <tr><td>Industrial</td><td>N/A</td></tr> <tr><td>Other</td><td>N/A</td></tr> <tr><td>Total <i>(square feet)</i></td><td>0</td></tr> </table>			Commercial	N/A	Restaurant	N/A	Office	N/A	Industrial	N/A	Other	N/A	Total <i>(square feet)</i>	0
Commercial	N/A														
Restaurant	N/A														
Office	N/A														
Industrial	N/A														
Other	N/A														
Total <i>(square feet)</i>	0														
2-Bedroom		3-Bedroom or More													
2-Bedroom		3-Bedroom or More													

F PROJECT DIMENSIONAL STANDARDS Indicate all required and proposed standards for the project. Circle yes or no where indicated.

	Required Per ULDR	Proposed
Lot Size <i>(Square feet/ acres)</i>	N/A	
Lot Density <i>(Units/ acres)</i>	N/A	
Lot Width	N/A	
Building Height <i>(Feet)</i>	N/A	
Structure Length	N/A	
Floor Area Ratio <i>(F.A.R.)</i>	N/A	
Lot Coverage	N/A	
Open Space	N/A	
Landscape Area	N/A	
Parking Spaces	N/A	
SEITBACKS <i>(Indicate direction N,S,E,W)</i>	Required Per ULDR	Proposed
Front <input type="checkbox"/>	N/A	
Side <input type="checkbox"/>	N/A	
Corner / Side <input type="checkbox"/>	N/A	
Rear <input type="checkbox"/>	N/A	

For projects in Downtown, Northwest, South Andrews, and Uptown Master Plans to be completed in conjunction with the applicable items above.

	Required Per ULDR	Proposed	Deviation
Tower Stepback			
Front / Primary Street <input type="checkbox"/>	N/A		
Sides / Secondary Street <input type="checkbox"/>	N/A		
Building Height	N/A		
Streetwall Length	N/A		
Podium Height	N/A		
Tower Separation	N/A		
Tower Floorplate <i>(square feet)</i>	N/A		
Residential Unit Size <i>(minimum)</i>	N/A		

G AMENDED PROJECT INFORMATION Provide approved and proposed amendments for project. Circle yes or no where indicated.

Project Name	N/A		
Proposed Amendment Description <i>(Describe in detail)</i>	VACATION OF A 66.00 FOOT RIGHT OF WAY LYING IN A PORTION OF THE WEST HALF (W1/2) OF THE SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWESTQUARTER (SW1/4) OF SECTION 8, TOWNSHIP 49 SOUTH, RANGE 42 EAST AND BEING A PORTION OF TRACT 1, "F-X-E PLAT" F-X-E PLAT" AS RECORDED IN PLAT BOOK 119, PAGE 4 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA, AND BEING 33.00 FEET ON EACH SIDE OF A		
	Original Approval	Proposed Amendment	Amended
Residential Uses <i>(dwelling units)</i>	N/A		
Non-Residential Uses <i>(square feet)</i>	N/A		
Lot Size <i>(Square feet/ acres)</i>	N/A		
Lot Density <i>(Units/ acres)</i>	N/A		
Lot Width	N/A		
Building Height <i>(Feet)</i>	N/A		
Structure Length	N/A		
Floor Area Ratio <i>(F.A.R.)</i>	N/A		
Lot Coverage	N/A		
Open Space	N/A		
Landscape Area	N/A		
Parking Spaces	N/A		
Tower Stepback	N/A		
Building Height	N/A		
Streetwall Length	N/A		
Podium Height	N/A		
Tower Separation	N/A		
Tower Floorplate <i>(square feet)</i>	N/A		
Residential Unit Size <i>(minimum)</i>	N/A		
Does this amendment require a revision to the traffic statement or traffic study completed for the project?			
Does this amendment require a revised water sewer capacity letter?			



H EXTENSION, DEFERRAL, APPEAL INFORMATION Provide information for specific request. Circle approving body and yes or no.

Project Name		N/A	
Request Description		VACATION OF CUREENT RIGH OF WAY AT THE SOUTHWEST CORNER OF FORT LAUDERDALE EXECUTIVE AIRPORT.	
EXTENSION REQUEST		DEFERRAL REQUEST	
Approving Body	City Commission	Approving Body	
Original Approval Date		Scheduled Meeting Date	
Expiration Date <small>(Permit Submittal Deadline)</small>		Requested Deferral Date	
Expiration Date <small>(Permit Issuance Deadline)</small>		Previous Deferrals Granted	
Requested Extension <small>(No more than 24 months)</small>		Justification Letter Provided	
Code Enforcement <small>(Applicant Obtain by Code Compliance Division)</small>		*Note: Deferral requests are subject to a fee per deferral. See Fee Schedule for amount.	
		APPEAL REQUEST / DE NOVO HEARING	
		Approving Body	
		30 Days from Meeting <small>(Provide Date)</small>	
		60 Days from Meeting <small>(Provide Date)</small>	
		Appeal Request	
		Indicate Approving Body Appealing	
		De Novo Hearing Due to City Commission Call-Up	

I MISCELLANEOUS Provide information on the specific request.

Project Name			
Request Description			
AFFORDABLE HOUSING TAX REIMBURSEMENT*		COMMUNITY RESIDENCE	
As Is Value	\$	Residence Type	
Date		Certification	
Completion Value	\$	Length of Stay	
Date		Number of Residents	
Stabilized Value	\$	Number of Live-in Staff	
Date		Habitable Rooms	
Acquisition Value	\$	Gross Floor Area	
Date		DEVELOPMENT REVIEW TEAM (DRT)* <small>Complete Section F</small>	
		NOISE WAIVER*	
		DRC Case Number	
		Request Start Date	
		Request End Date	
		Construction Start Time	
		Construction End Time	
		Sunday Construction Times	
		Noise Mitigation Plan	
		Date of Plan	
		Previous Extension Resolution No. <small>(if applicable)</small>	

*Application is subject to specific fees based on hourly rate with minimum amount of: DRT \$477, Affordable Housing Tax Reimbursement \$2,500, Noise Waiver \$954

CHECKLIST FOR SUBMITTAL AND COMPLETENESS: The following outlines the necessary items for submittal to ensure the application is deemed complete. Failure to provide this information will result in your application being deemed **incomplete**.

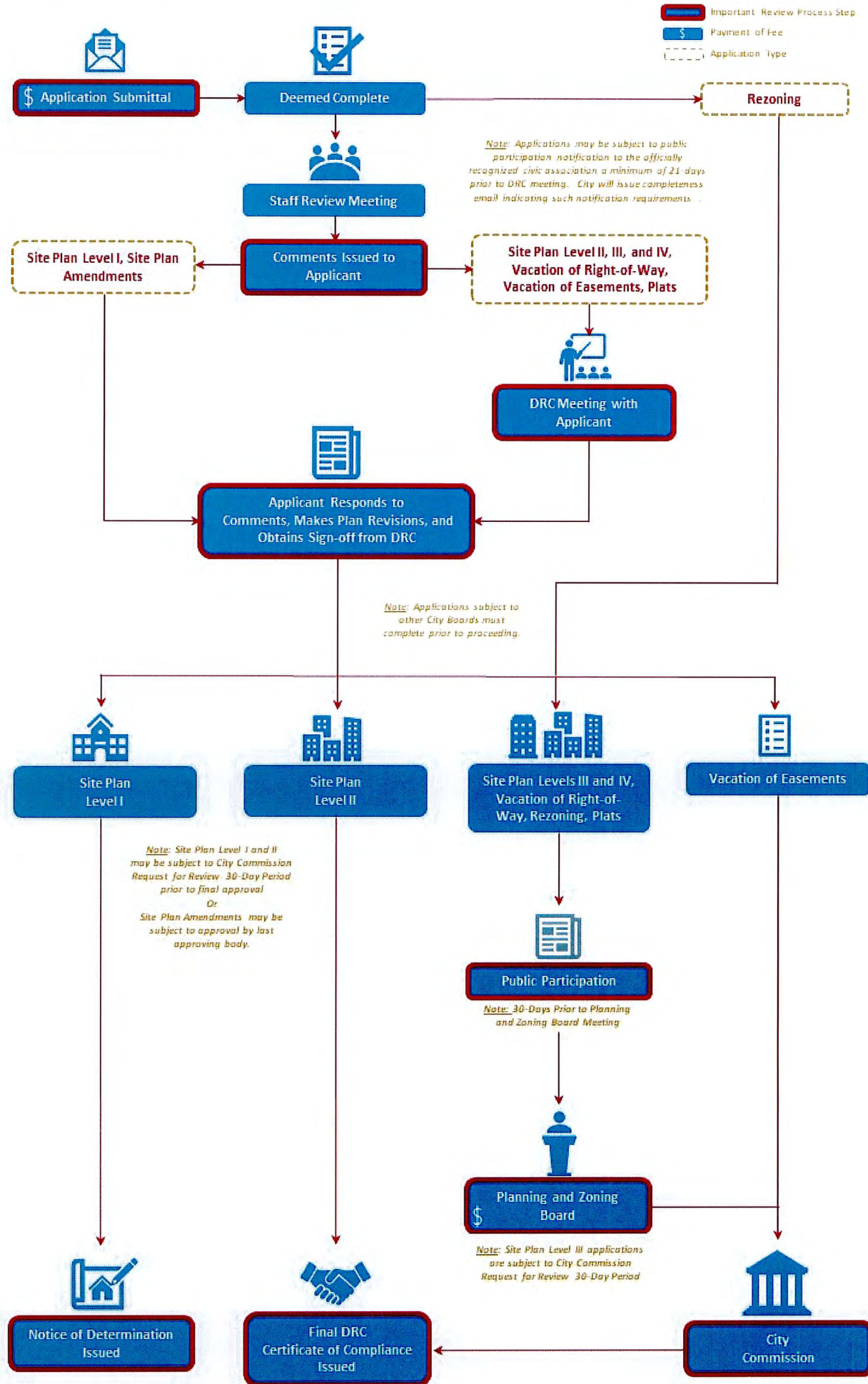
- Preliminary Development Meeting** completed on the following date:
- Development Application Form** completed with the applicable information including signatures.
- Proof of Ownership** warranty deed or tax record including corporation documents and SunBiz verification name.
- Address Verification Form** that includes all parcels within the proposed development.
- Project and Unified Land Development Code Narratives** project narrative and the applicable ULDR sections and criteria as described in the specifications for submittal by application type.
- Electronic Files, File Naming, and Documents** consistent with the applicable specifications for application type, consistent with the online submittal requirements including file naming convention, plan sets uploaded as single pdf.
- Traffic Study or Statement** submittal of a traffic study or traffic statement.
- Stormwater Calculations** signed and sealed by a Florida registered professional engineer consistent with calculations as described in the specifications for plan submittal for site plan applications.
- Water and Wastewater Capacity Request** copy of email to Public Works requesting the capacity letter.

OVERVIEW FOR ONLINE SUBMITTAL REQUIREMENTS: Submittals must be conducted through [LauderBuild](#). No hardcopy application submittals are accepted. Below only highlights the important submittal requirements that applicants must follow to submit online and be deemed complete. View all the requirements at [LauderBuild Plan Room](#).

- **Uploading Entire Submittal** upload all documents at time the application is submitted to prevent delay in processing.
- **File Naming Convention** file names must adhere to the City's [File Naming Convention](#).
- **Reduce File Size** plan sets and other large files must be merged or flattened to reduce file size.
- **Plan Sets** plan sets like site plans, plats, etc. must be submitted as a single pdf file. Staff will instruct when otherwise.
- **Document Categories** choose the correct document category when uploading.



DRC PROCESS OVERVIEW: Below is the development review process flowchart with key steps to guide applicants.



CONTACT INFORMATION: Questions regarding the development process or LauderBuild, see contact information below.

GENERAL URBAN DESIGN AND PLANNING QUESTIONS

Planning Counter
954-828-6520, Option 5
planning@fortlauderdale.gov

LAUDERBUILD ASSISTANCE AND QUESTIONS

DSD Customer Service
954-828-6520, Option 1
lauderbuild@fortlauderdale.gov



MEMORANDUM

DATE: March 19, 2026

TO: Yvonne Redding, Urban Planner III
Urban Design and Planning Division | Development Services Department

FROM: Khant Myat, P.E, Airport Engineer, Fort Lauderdale Executive Airport

RE: Narrative in Support of Right-of-Way Vacation – Fort Lauderdale Executive Airport

This memorandum provides the narrative in support of the request to vacate an existing internal right-of-way located within the property of Fort Lauderdale Executive Airport (FXE).

Purpose

The purpose of the requested right-of-way vacation is to eliminate an internal right-of-way located within the FXE property that is no longer needed for public access or circulation. Vacating this right-of-way will allow the airport to reconcile the property boundary with current operational requirements and long-term planning objectives.

The request is administrative in nature and is intended to align the airport's property configuration with the approved airport planning framework. No development, construction activities, or site modifications are proposed in conjunction with this request.

Existing Conditions

The subject right-of-way is located entirely within the operational property of FXE and currently exists only as a platted right-of-way on record. There is no physical roadway, corridor, or transportation infrastructure constructed within this area. The land is currently maintained as open space and lies within an airport runway protection zone (RPZ), which is designated to remain clear of structures and incompatible land uses for aviation safety purposes. Because of its location within the RPZ and within airport-controlled property, the right-of-way does not serve a public transportation function and is not used for vehicular or pedestrian access.

Justification

The requested vacation is supported by recommendations established during the FAA approved 2019 FXE Master Plan review and approval process. During this process, the Federal Aviation Administration (FAA) evaluated the airport's land use configuration and circulation patterns and identified the subject right-of-way as an internal corridor that is no longer necessary for public access.

Based on this review, the FAA recommended that the right-of-way be vacated and incorporated into the airport's operational property limits. Vacating the right-of-way will:

- Improve consistency with the adopted FXE Master Plan
- Support efficient airfield layout, operational safety, and facility planning
- Eliminate an obsolete right-of-way that no longer serves a transportation function
- Ensure long-term compatibility with future aviation-related development areas



Consistency with Airport and City Planning

The proposed vacation is consistent with the long-term planning goals of FXE and supports the implementation of the approved Airport Master Plan. Removing the right-of-way allows the airport to maintain clear operational boundaries and supports future aviation-related planning initiatives within airport property.

The request does not conflict with municipal transportation planning objectives because the right-of-way does not function as a public roadway and is located entirely within airport-controlled land.

Public Benefit

Vacating the right-of-way will not impede public access, disrupt traffic circulation, or impact adjacent properties. Additionally, the vacation will not affect existing utilities or municipal services. By eliminating an obsolete platted right-of-way located within a runway protection zone, the request supports improved land management, enhances planning clarity, and facilitates the long-term operational efficiency and safety of the airport.

Conclusion

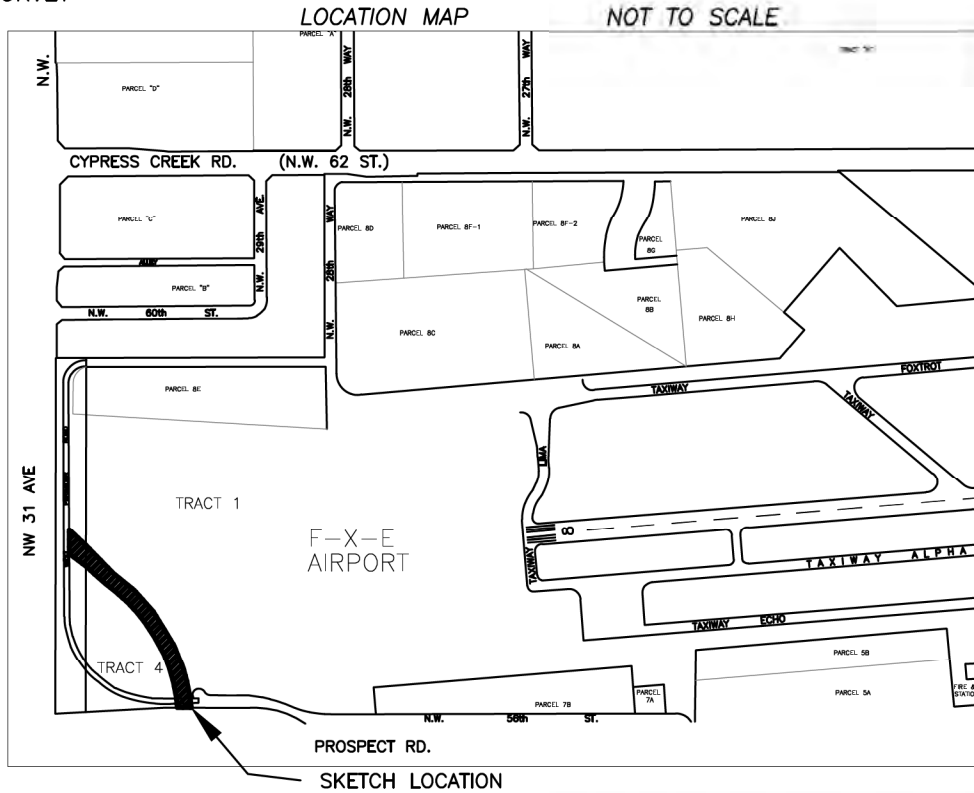
The requested right-of-way vacation is administrative in nature and is necessary to align the airport's property boundary with current FAA recommendations and the approved FXE Master Plan. Approval of this request will eliminate an unnecessary right-of-way, improve planning consistency, and support the long-term operational needs of the airport without impacting public access, utilities, or municipal services.

Please feel free to contact us if additional information or documentation is required to support this request.

c: Rufus James, Director - FXE
Carlton Harrison, Assistant Director – FXE
Chelsea Jones Finley, Division Manager - FXE

SKETCH AND DESCRIPTION

THIS IS NOT A SURVEY



DESCRIPTION:

A 66.00 FOOT RIGHT OF WAY LYING IN A PORTION OF THE WEST HALF (W1/2) OF THE SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION 8, TOWNSHIP 49 SOUTH, RANGE 42 EAST AND BEING A PORTION OF TRACT 1, "F-X-E PLAT" AS RECORDED IN PLAT BOOK 119, PAGE 4 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA, AND BEING 33.00 FEET ON EACH SIDE OF A CENTERLINE DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY NORTHWEST CORNER OF SAID TRACT 1; THENCE S 88°33'01" WEST ON THE WESTERLY EXTENSION OF THE NORTHERLY LINE OF TRACT 1, A DISTANCE OF 147.00 FEET TO THE EAST RIGHT OF WAY LINE OF NORTHWEST 31 AVENUE; THENCE S 01°28'42" EAST COINCIDENT WITH SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 700.80 FEET TO A POINT ON A CURVE TO THE LEFT, AT WHICH A RADIAL LINE BEARS NORTH 68°00'42" EAST AND BEING THE POINT OF BEGINNING; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, HAVING A RADIUS OF 836.10 FEET AND A CENTRAL ANGLE OF 31°52'19", A DISTANCE OF 465.10 FEET; THENCE SOUTH 53°51'37" EAST, A DISTANCE OF 30.53 FEET TO A POINT ON THE ARC OF A CIRCULAR CURVE TO THE RIGHT; THENCE SOUTHEASTERLY AND SOUTHERLY ALONG THE ARC OF SAID CURVE, HAVING A RADIUS OF 837.38 FEET AND A CENTRAL ANGLE OF 47°04'54", A DISTANCE OF 688.10 FEET TO THE SOUTH LINE OF SAID TRACT 1 AND BEING THE NORTH RIGHT OF WAY LINE OF PROSPECT ROAD AND THE POINT OF TERMINUS OF THE HEREIN DESCRIBED CENTERLINE.

SAID SIDELINES TO BE EITHER LENGTHENED OR SHORTENED SO AS TO INTERSECT WITH THE EAST RIGHT OF WAY LINE OF NORTHWEST 33 AVENUE AND THE NORTH RIGHT OF WAY LINE OF PROSPECT ROAD.

SAID LANDS SITUATE, LYING AND BEING IN THE CITY OF FORT LAUDERDALE, BROWARD COUNTY, FLORIDA.

NOTES:

- 1) THIS IS NOT A SKETCH OF SURVEY AND DOES NOT REPRESENT A FIELD SURVEY.
- 2) SUBJECT TO EXISTING EASEMENTS, RIGHT-OF WAYS, COVENANTS AND RESTRICTIONS OF RECORD, IF ANY.
- 3) THIS SKETCH IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OR ELECTRONIC SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
- 4) BEARINGS ARE BASED ON THE WEST LINE OF SAID TRACT 1, F-X-E PLAT BEING S 01°28'42" E.

I HEREBY CERTIFY THAT THE HEREIN SKETCH AND DESCRIPTION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, PREPARED UNDER MY RESPONSIBLE CHARGE IN ACCORDANCE WITH THE STANDARDS OF PRACTICE IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODES, PURSUANT TO SECTION 472.027.

DATED: JULY 29th, 2024

MICHAEL W. DONALDSON
PROFESSIONAL SURVEYOR AND MAPPER NO. 6490
STATE OF FLORIDA



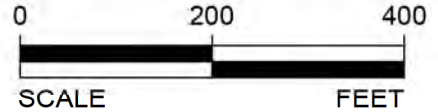
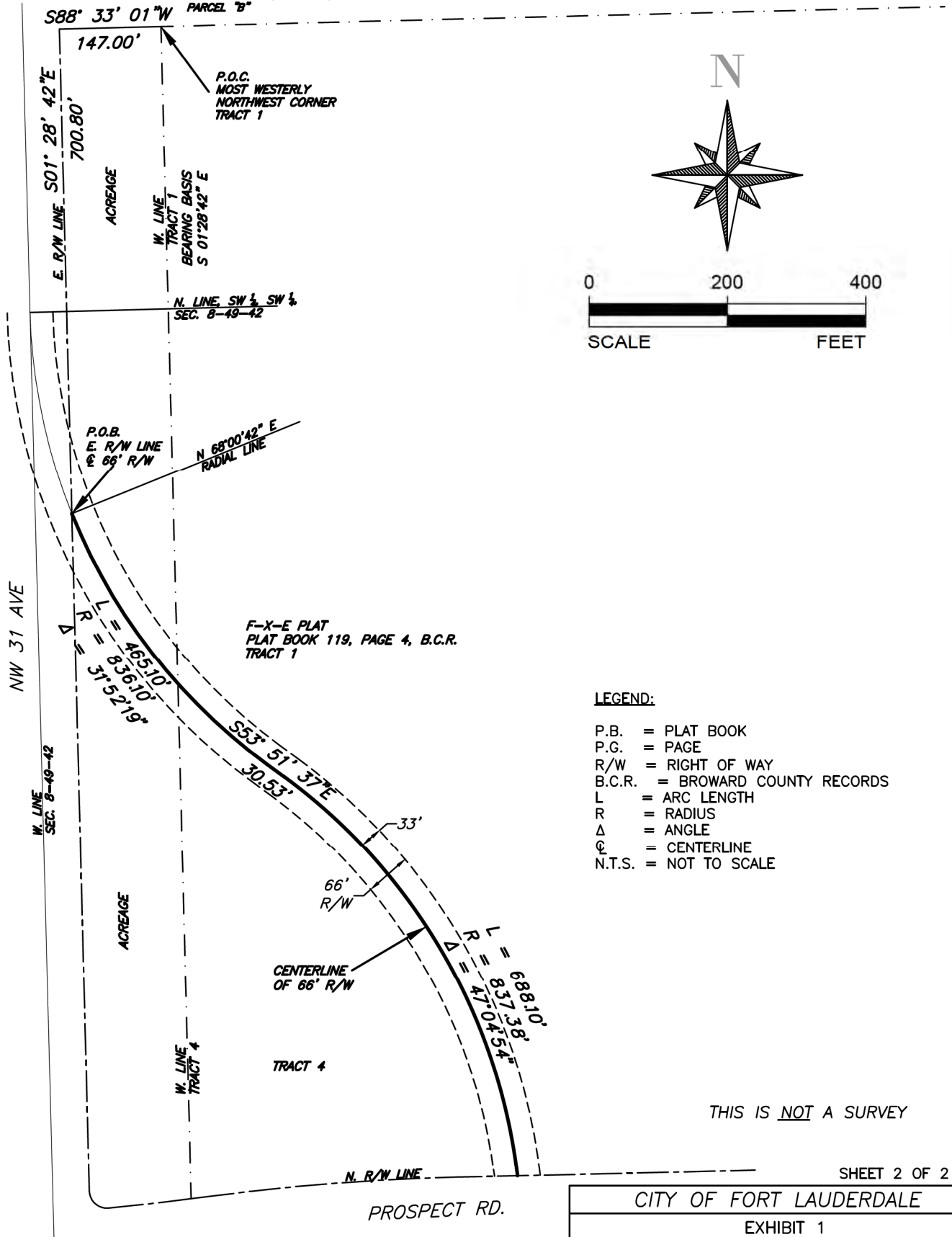
Digitally signed by
Michael W Donaldson
Date: 2024.07.29
15:00:04 -04'00'
Adobe Acrobat
version:
2024.002.20895

SHEET 1 OF 2

CITY OF FORT LAUDERDALE		
EXHIBIT 1		
F-X-E PLAT VACATION OF 66' RIGHT OF WAY TRACT 1		
BY: M.D.	ENGINEERING DIVISION	DATE: 7/29/24
CHK'D E.R.		SCALE: N.T.S.

SKETCH AND DESCRIPTION

VANTAGE INDUSTRIAL PARK SECTION 2
 PLAT BOOK 100, PAGE 21, B.C.R.
 PARCEL "B"



LEGEND:

- P.B. = PLAT BOOK
- P.G. = PAGE
- R/W = RIGHT OF WAY
- B.C.R. = BROWARD COUNTY RECORDS
- L = ARC LENGTH
- R = RADIUS
- Δ = ANGLE
- ⊙ = CENTERLINE
- N.T.S. = NOT TO SCALE

THIS IS NOT A SURVEY

SHEET 2 OF 2

CITY OF FORT LAUDERDALE

EXHIBIT 1

F-X-E PLAT
 VACATION OF 66' RIGHT OF WAY
 TRACT 1

BY: M.D.	ENGINEERING	DATE: 7/29/24
CHK'D E.R.	DIVISION	SCALE: 1"=200'