



**CITY OF FORT LAUDERDALE**  
 Department of Sustainable Development  
 Urban Design & Planning Division  
 700 NW 19<sup>th</sup> Avenue  
 Fort Lauderdale, FL 33311  
 Telephone: (954) 828-3266  
 Fax (954) 828-5858  
 Website: [http://www.fortlauderdale.gov/sustainable\\_dev/](http://www.fortlauderdale.gov/sustainable_dev/)

**PLANNING & ZONING BOARD (PZB)**

**Site Plan Application**

- Cover:** Deadline, Notes, and Fees
- Page 1:** Applicant Information Sheet
- Page 2:** Required Documentation / Submittal Checklist
- Page 3:** Sign Notification Requirements & Affidavit
- Addendum:** PZB Rezone with Flex Allocation <<if applicable>>
- Addendum:** Parking Reduction Information <<if applicable>>

**DEADLINE:** Submittals must be received by 4:00 PM each business day. Pursuant to Section 47-24.1(1), the Department will review all applications to determine completeness within five (5) business days. Applicants will be notified via email, if plans do not meet the submittal requirements and if changes are required.

**NOTE:** If your development site is separated by any public right-of-way (alley, alley reservation, or ROW easement) you must complete a separate application for each parcel.

**NOTE:** Optional 15-minute time slots are available during DRC meetings for scheduling to applicants, for general project inquiries or to obtain signatures on completed DRC plans (including Pre-Planning and Zoning Board, Pre- City Commission and Final DRC plans) from all representatives at one time in preference to scheduling individual appointments. Appointments are subject to availability. To make an appointment, please call 954-828-6531 latest by Friday at 12:00 noon prior to the meeting date.

**FEES:** All applications for development permits are established by the City Commission, as set forth by resolution and amended from time to time. In addition to the application fee, any additional costs incurred by the City including review by a consultant on behalf of the City, or special advertising costs shall be paid by the applicant. Any additional costs, which are unknown at the time of application, but are later incurred by the City, shall be paid by the applicant prior to the issuance of a development permit.

<input type="checkbox"/>	<b>Innovative Development (ID)</b>	<b>\$ 7,580.00</b>
<input type="checkbox"/>	<b>Site Plan Level IV</b>	<b>\$ 2,730.00</b>
<input checked="" type="checkbox"/>	<b>Site Plan Level III</b>	<b>\$ 2,110.00</b>
<input type="checkbox"/>	<b>Change of Use</b> Requiring PZB review	<b>\$ 550.00</b>
<input checked="" type="checkbox"/>	<b>Parking Reduction</b> In addition to above site plan fee	<b>\$ 750.00</b>
<input type="checkbox"/>	<b>Site Plan Deferral</b>	<b>\$ 510.00</b>
<input type="checkbox"/>	<b>Appeal of DRC Review</b>	<b>\$ 950.00</b>

## Page 2: Required Documentation / Submittal Checklist

### One (1) copy of the following documents:

- Original Pre-PZB signed-off set of plans and all supplemental documentation (ie. narratives, photos, etc.)
- Completed application (all pages must be filled out where applicable)
- One (1) electronic version of complete application and plans in PDF format

### Two (2) original sets, signed and sealed, of Pre-PZB plans at 24" x 36"

### Thirteen (13) copy sets, of Pre-PZB half-size scaled plans at 12" x 18"

- Narrative** describing project specifics, to include but not be limited to: architectural style and important design elements, trash disposal system, security/gating system, hours of operation, dock facilities, etc. Narratives must be on letterhead, dated, and with author indicated.
- Narrative** quoting all applicable sections of the ULDR, with point-by-point responses of how project complies with such criteria. Narratives must be on letterhead, dated, and with author indicated.
- Land Use and Zoning maps** indicating all properties within 700 ft. of the subject property. These should be obtained from Urban Design & Planning Division. Site should be highlighted or clearly marked to identify the parcel(s) under consideration on all sets.
- Cover sheet** on plan set to state project name and table of contents.
- Current survey(s)** of property, signed and sealed, showing existing conditions; survey must be As-Built and Topographic with Right-of-Way and Easement Vacations Excluded. The survey should consist of the proposed project site alone. Do not include adjacent properties or portions of lands not included in the proposed project unless specifically requested by the City.
- Most **current recorded plat** including amendments, with site highlighted. This may be obtained from Broward County Public Records at 115 S. Andrews Ave. **Note: for Change of Use applications, this is not required.**
- Aerial photo** indicating all properties within 700 ft. of the subject property. Must be clear and current with site highlighted.
- Plans "A" thru "H".** **Note, for Change of Use applications, items asterisked (\*) are only required if proposed changes affect these plans. Otherwise, these items should be obtained from Property Records if showing current conditions.**
  - A. Site Plan
  - B. Details\*
  - C. Floor Plans
  - D. Building Elevations\*
  - E. Additional Renderings\*
  - F. Landscape Plans\*
  - G. Photometric Diagram\*
  - H. Engineering Plans\*

**Note:** All copy sets must be clear and legible. If original set is in color, copy sets must also be in color.

**Note:** Plans must be bound, stapled and folded to 8 1/2" x 11". All non-plan documents should be 8 1/2" x 11" and stapled or bound.

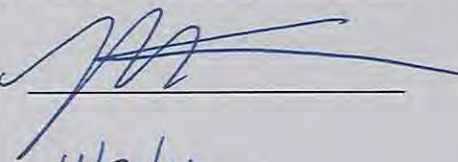
**Note:** Civil Engineering plans are only required at Final-DRC sign-off. Contact DRC Engineering Representative for details.

**Note:** For examples of project narratives, site plan data tables, and renderings required with your application, please refer to the "Submittal Reference Book" available at Urban Design & Planning.

#### Applicant's Affidavit

I acknowledge that the Required Documentation and Technical Specifications of the application are met:

Print Name MARCUS CHAVEZ

Signature 

Date 4/7/16

#### Staff Intake Review

For Urban Design & Planning staff use only:

Date \_\_\_\_\_

Received By \_\_\_\_\_

Tech. Specs Reviewed By \_\_\_\_\_

Case No. \_\_\_\_\_

# Page 1: PZB Site Plan - Applicant Information Sheet

**INSTRUCTIONS:** The following information is requested pursuant to the City's Unified Land Development Regulations (ULDR). The application must be filled out accurately and completely. Please print or type and answer all questions. Indicate N/A if does not apply.


NOTE: To be filled out by Department

Case Number	
Date of complete submittal	

NOTE: For purpose of identification, the PROPERTY OWNER is the APPLICANT

Property Owner's Name	SHOPPING CENTER INTERESTS LLC
Property Owner's Signature	If a signed agent letter is provided, no signature is required on the application by the owner.
Address, City, State, Zip	4955 SW 82RD ST, MIAMI, FL 33143
E-mail Address	SIMON@KARAMGROUP.NET
Phone Number	305.858.6395
Proof of Ownership	<input type="checkbox"/> Warranty Deed or <input checked="" type="checkbox"/> Tax Record

NOTE: If AGENT is to represent OWNER, notarized letter of consent is required

Applicant / Agent's Name	RAMON "RAY" LASTRA
Applicant / Agent's Signature	
Address, City, State, Zip	1035 N. MIAMI AVE #201, MIAMI, FL 33136
E-mail Address	RLASTRA@CLAROCORP.COM
Phone Number	305.324.4700
Letter of Consent Submitted	<input checked="" type="checkbox"/>

Development / Project Name	NEW TENANT BUILDING AT DOWNTOWN MARKETPLACE
Development / Project Address	Existing: 224-90 N FEDERAL HWY New:
Legal Description	ATTACHED
Tax ID Folio Numbers (For all parcels in development)	ATTACHED
Request / Description of Project	NEW TENANT BUILDING REPLACING EXISTING DRIVE THRU PAVILION
Applicable ULDR Sections	
Total Estimated Cost of Project	\$ 500,000 (Including land costs)

NOTE: Park impact fees are assessed and collected at time of permit per each new hotel room and dwelling unit type.

Estimated Park Impact Fee	\$	Fee Calculator: <a href="http://ci.ftlaud.fl.us/building_services/park_impact_fee_calc.htm">http://ci.ftlaud.fl.us/building_services/park_impact_fee_calc.htm</a>
Future Land Use Designation	COMMERCIAL	
Proposed Land Use Designation	COMMERCIAL	
Current Zoning Designation	RAC-EM4	
Proposed Zoning Designation	RAC-EM4	
Current Use of Property	RETAIL/RESTAURANT	
Residential SF (and Type)	N/A	
Number of Residential Units	N/A	
Non-Residential SF (and Type)	RETAIL/REST EXISTING: 5000/2953 NEW RET/REST: 1799/1822	
Total Bldg. SF (include structured parking)	11,092 SF	
Site Adjacent to Waterway	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Dimensional Requirements	Required	Proposed
Lot Size (SF / Acreage)		28,528 SF / .65 AC
Lot Density		.39
Lot Width		140'-0"
Building Height (Feet / Levels)		24'-0" / 1
Structure Length		60'-0"
Floor Area Ratio		.39
Lot Coverage		.39
Open Space		17,436 SF
Landscape Area		2,794 SF
Parking Spaces		29

NOTE: State north, south, east or west for each yard.

Setbacks/Yards*	Required	Proposed
Front <input type="checkbox"/>	10'-0"	15'-3"
Side <input type="checkbox"/>	0'-0"	0'-0"
Side <input type="checkbox"/>	0'-0"	77'-6"
Rear <input type="checkbox"/>	0'-0"	140'-4"

June 20, 2016

**To:** Planning and Zoning Board, City of Fort Lauderdale  
Department of Sustainable Development  
Attn: Florentina Hutt  
700 NW 19<sup>th</sup> Avenue  
Fort Lauderdale, FL 33311

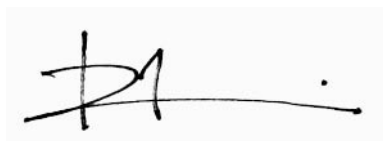
**Re:** Request to have Item withdrawn from July PZB agenda / tabled indefinitely  
224-290 N Federal Hwy  
Multi-Tenant Building Project  
**DRC Case Number:** R15053

Due to the extent of the responses from board members of our proposed project and request for the parking reduction at the May PZB hearing, our project team is requesting to have the above Item withdrawn from July PZB agenda and also have the item tabled indefinitely. We studying the potential options for fulfilling our project goals while also meeting the comments and general responses received from the Board. We believe that with additional time, the project can still be pursued and achieve a successful solution for our client and the community at large.

Please do not hesitate to contact me or the project manager for this project, Marcus Chaidez, if you require additional information.

Thank you for your consideration in this matter.

Kind Regards,



Ray Lastra