



City of Pompano Beach  
Department of Development Services  
Planning & Zoning Division

100 W. Atlantic Blvd Pompano Beach, FL 33060

Phone: 954.786.4679 Fax: 954.786.4666

Pre-Application  
Meeting (Required for  
Major Site Plan  
Applications)  
JUL 2024

**OWNER'S CERTIFICATE**

This is to certify that:

- I am the owner of the property, or
- I am authorized by the owner of the property to submit this application on their behalf and (if I am not the owner of the property) I will submit documentation that confirms my authority.

This is to certify that I am the owner of the subject lands described in this application and that I have authorized the filing of the aforesaid application.

By signing below, I agree that if the proposed development is found not in compliance with the applicable standards and minimum requirements of this Code then no building permit will be issued until those conditions the Development Services Director finds reasonably necessary to ensure compliance are met.

By signing below, I acknowledge that development applications must have a determination by the governing municipality of approved, approved with conditions, or denied within 120 days from a complete submittal for projects that do not require final action through a quasi-judicial hearing or a public meeting and within 180 days from a complete submittal for projects that do require final action through a quasi-judicial hearing or a public meeting per FL Stat § 166.033 and the Pompano Beach Code Section 155.2303.F.3. It is the responsibility of the applicant to receive all final Development Orders and receive this determination within the allotted timeframe. If the applicant fails to resubmit an application within 30 calendar days after being first notified of deficiencies of the submittal, the application shall be considered withdrawn and a \$100 non-refundable administrative fee will apply (155.2303.F.2.b). Additionally, if all required approvals are not received within the allotted timeframe the application will automatically be denied unless both the City and the applicant agree to an extension of time (155.2303.I).

By signing below, I acknowledge that lying or misrepresentation in the application can lead to revocation. (155.8402. B. *Revocation of Approval*).

Name: Greg Harrison / City Manager Date: 1.16.24

Signature: *Greg Harrison*

**DRC**

PZ24-12000002  
04/17/2024

**DRC**

PZ24-12000002  
02/21/2024

## Meredith Rollins

---

**From:** Greg Harrison  
**Sent:** Monday, January 22, 2024 1:47 PM  
**To:** Meredith Rollins  
**Subject:** RE: Owner's Certificate Confirmation

Hi Meredith,

This is my signature.

Thanks.



“STAY AWAY FROM NEGATIVE PEOPLE. THEY HAVE A PROBLEM FOR EVERY SOLUTION” ---ALBERT EINSTEIN

---

**From:** Shelley Bartholomew <Shelley.Bartholomew@copbfl.com>  
**Sent:** Monday, January 22, 2024 1:16 PM  
**To:** Greg Harrison <Greg.Harrison@copbfl.com>  
**Cc:** Meredith Rollins <Meredith.Rollins@copbfl.com>  
**Subject:** FW: Owner's Certificate Confirmation

Greg, please see email below to verify if you signed the certificate.



**Hours of Operation – Monday through Thursday from 7 a.m. to 6 p.m.**

**DRC**

PZ24-12000002  
04/17/2024

**DRC**

PZ24-12000002  
02/21/2024

---

**From:** Meredith Rollins <[Meredith.Rollins@copbfl.com](mailto:Meredith.Rollins@copbfl.com)>  
**Sent:** Thursday, January 18, 2024 10:31 AM  
**To:** Shelley Bartholomew <[Shelley.Bartholomew@copbfl.com](mailto:Shelley.Bartholomew@copbfl.com)>  
**Subject:** Owner's Certificate Confirmation

Good morning Shelley,

Planning and Zoning received a Minor Site Plan Development Application proposing a new snack bar at 20 N Ocean Blvd. I wanted to confirm the Owners Certification signature is Mr. Harrison. Please see attached certification provided by the Permit Expeditor, Michael Jadrnicek.

Thank you for your assistance with this.

Kind regards,



Hours of Operation Mon – Thurs 7am to 6pm