



### PLANS CHECKLIST

**\*\*\* THIS CHECKLIST MUST BE INITIALED AND FILLED OUT. ALL OF THE FOLLOWING DRAWINGS ARE REQUIRED UNLESS INITIALED BY THE PROJECT PLANNER. \*\*\***

|                          |              |                          |  |                          |                |                          |                                 |                          |                     |
|--------------------------|--------------|--------------------------|--|--------------------------|----------------|--------------------------|---------------------------------|--------------------------|---------------------|
| <input type="checkbox"/> | Survey       | <input type="checkbox"/> | Architectural Plans<br>(Elevations, Floor Plans, etc.) | <input type="checkbox"/> | Landscape Plan | <input type="checkbox"/> | Irrigation Plan                 | <input type="checkbox"/> | Photometric Plan    |
| <input type="checkbox"/> | Site Plan(s) | <input type="checkbox"/> | Life Safety Plans                                      | <input type="checkbox"/> | Recorded Plat  | <input type="checkbox"/> | Tree Survey and Tree Appraisals | <input type="checkbox"/> | Civil Plans         |
|                          |              |                          |  |                          |                |                          |                                 | <input type="checkbox"/> | CPTED Security Plan |

**All plans to be oriented the same as survey. Each plan must be uploaded as a single-sheet PDF. Plans must be named using a 3-digit ordering number, sheet name, and sheet title as named in the checklist above. An example is provided below:**

- 001 S-1 Survey
- 002 SP-1 Site Plan
- 003 C-1 Civil Plan
- 004 A-1 Architectural Floor Plan

|  |   |  |
|--|---|--|
| <b>SURVEY: COPY of signed and sealed original:</b>   |   |  |
| <input type="checkbox"/>   | Current or dated within 1 year of submittal   |  |
| <input type="checkbox"/>   | Legal description of property   |  |
| <input type="checkbox"/>   | Property lines clearly shown  |  |
| <input type="checkbox"/>   | Location of all easements and utilities   |  |
| <input type="checkbox"/>   | All adjacent rights-of-way with dimensions to centerline, dimension of width, pavement width  |  |
| <input type="checkbox"/>   | Flood zone and flood elevation data in NAVD format  |  |
| <b>SITE PLAN(S): Must be drawn to ONE (1") INCH = TWENTY (20') FEET where practical and include the following:</b> |   |  |
| <b>A. General Information:</b>   |   |  |
| <input type="checkbox"/>   | Names of project, applicant, owner, architect and/or engineer preparing plans with their respective addresses, telephone and fax numbers                                |  |
| <input type="checkbox"/>   | Location map showing arterial streets and section lines   |  |
| <input type="checkbox"/>   | All adjacent rights-of-way, indication of required right-of-way dedications, and right-of-way and pavement widths   |  |
| <input type="checkbox"/>   | Dimension all site features, overall building footprint, setbacks, parking stalls, driveway widths, walkways, landscape areas, signs, and provide sight triangles       |  |
| <input type="checkbox"/>   | Scale and north arrow   |  |
| <input type="checkbox"/>   | Property lines and easements clearly shown  |  |
| <input type="checkbox"/>   | Utility lines with sizes including water, sewer, gas, & assoc. elements including DDCV, Siamese connections, backflow preventers, etc.                                  |  |
| <input type="checkbox"/>   | Location of all water features, drainage improvements and on-site retention areas   |  |
| <input type="checkbox"/>   | Flow calculations.- water & sewer demand (gallon usage per day)   |  |
| <input type="checkbox"/>   | Off-site improvements such as sidewalks, bus bays, turning lanes, utility lines and fire hydrants; also indicate all driveways or curb cuts within 300 feet of the site |  |
| <b>B. Article 3 / Zoning District Information:</b>   |   |  |
| <input type="checkbox"/>   | Current land use designation of property  |  |
| <input type="checkbox"/>   | Current zoning of project and abutting properties (and proposed zoning, if applicable)  |  |
| <input type="checkbox"/>   | Location of all principal and accessory structures with dimensions to lot lines and between structures  |  |
| <input type="checkbox"/>   | Building elevations and height  |  |
| <input type="checkbox"/>   | Total square footage of pervious and impervious areas and as percentages of total area  |  |
| <input type="checkbox"/>   | Computation - Gross acreage   |  |
| <input type="checkbox"/>   | Computation - Net acreage   |  |
| <input type="checkbox"/>   | <b>Residential Use</b>  | Number of dwellings                          |
| <input type="checkbox"/>   |   | Density                                      |
| <input type="checkbox"/>   |   | Dwelling units by type                       |
| <input type="checkbox"/>   |   | Floor area of dwelling units by type         |
| <input type="checkbox"/>   | <b>Non-Residential Use</b>  | Total Gross square footage for all buildings |
| <input type="checkbox"/>   |   | Gross square footage for all uses            |





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

DRC

PZ22-12000014

02/01/2023

100 W. Atlantic Blvd Pompano Beach, FL 33060

Phone: 954.786.4679 Fax: 954.786.4666

Development Application

Form with multiple sections: Use Information, Development and Design Information, ARCHITECTURAL PLAN(S), LIFE SAFETY PLAN(S), RECORDED PLAT, and LANDSCAPE PLAN. Each section contains a list of items with checkboxes for completion.

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## Development Application

|   |   |   |
|---|---|---|
| <input type="checkbox"/>  | Table indicating all landscape requirements   | Common and scientific names for all plant material  |
| <input type="checkbox"/>  |   | Plant location and spacing of plant material  |
| <input type="checkbox"/>  |   | Quantities and sizes of plant material with percentages of material by species and nativity |
| <input type="checkbox"/>  | Building location   |   |
| <input type="checkbox"/>  | Light pole fixtures and light pole locations showing required 15-foot radius around each fixture  |   |
| <input type="checkbox"/>  | Parking and vehicular-use areas   |   |
| <input type="checkbox"/>  | Square footage of vehicular use area and percentage of interior landscaping   |   |
| <input type="checkbox"/>  | Location of all walls, fences, berms and other buffers with material specifications and heights   |   |
| <input type="checkbox"/>  | Commercial container locations and screening <b>Dumpster</b>  |   |
| <input type="checkbox"/>  | Screening of ground-mounted mechanical equipment <b>N/A. On Roof</b>  |   |
| <input type="checkbox"/>  | Location of all easements   |   |
| <b>TREE SURVEY &amp; TREE APPRAISALS:</b>   |   |   |
| Tree Survey must be sealed by a FL Registered Surveyor and Appraisals must be done by a Certified Arborist and include: |   |   |
| <input type="checkbox"/>  | Tree survey to include corresponding tree assessments in table form. Include the following data: common name, scientific name, size, condition, value and status (existing vegetation on site, vegetation to remain, to be removed and relocated)   |   |
| <input type="checkbox"/>  | Tree appraisals to follow cost approach as identified in Rule 14-40.030 in the FL Administrative Code   |   |
| <b>IRRIGATION PLAN: Must be sealed by a FL Registered Landscape Architect or Professional Engineer:</b>                 |   |   |
| <input type="checkbox"/>  | Irrigation plan showing irrigation layout   |   |
| <input type="checkbox"/>  | Location of all existing and proposed paved areas, all existing and proposed spot grades, and all existing and proposed drainage utilities  |   |
| <input type="checkbox"/>  | Location of all existing and proposed water and sewer utilities   |   |
| <input type="checkbox"/>  | Location of all easements   |   |
| <b>CIVIL PLAN(S): Must be sealed by a Florida Registered Professional Engineer and include the following:</b>           |   |   |
| <input type="checkbox"/>  | Paving, grading, and drainage (PGD) plan showing location of all existing and proposed paving specifications, all existing and proposed spot grades, and all existing and proposed drainage utilities   |   |
| <input type="checkbox"/>  | Water and sewer (WS) plan showing location of all existing and proposed utilities for water and sewer, AT&T, Comcast, FPL, and Teco Gas   |   |
| <input type="checkbox"/>  | Traffic markings and signage (TMS) plan showing all pavement markings and traffic signage   |   |
| <input type="checkbox"/>  | Paving, grading, drainage, and sewer details  |   |
| <b>PHOTOMETRIC PLAN:</b>  |   |   |
| <input type="checkbox"/>  | Lighting / Photometric Plan: Location, height, and detail of Lighting fixtures; and Illumination levels, direction and shielding  |   |
| <b>PUBLIC SAFETY SECURITY PLAN: Incorporating security strengthening and CPTED principles:</b>                          |   |   |
| <input type="checkbox"/>  | <b>Signed &amp; Sealed CPTED (Crime Prevention Through Environmental Design) Security Drawing Plan 24"x36"</b> . Plan must be signed and sealed by a Florida Registered Architect, Florida Registered Landscape Architect, or Florida Registered Engineer. CPTED Consultant is preferred  |   |
| <input type="checkbox"/>  | Location of all walls, fences, and gates with material specifications and heights   |   |
| <input type="checkbox"/>  | Location of all external cameras and motion sensors   |   |
| <input type="checkbox"/>  | Location of dumpster with gate detail allowing for gap from grade to gate   |   |
| <input type="checkbox"/>  | Bench/seating area locations with furnishing detail to include separators   |   |
| <input type="checkbox"/>  | Location, height, and specification of security-aiding landscaping or landscape maintenance (thorny shrubs, continuous hedging, low maintenance of shrubs)  |   |
| <input type="checkbox"/>  | Specifications of non-impact and impact glass   |   |
| <input type="checkbox"/>  | <b>CPTED Security Narrative 8.5"x11"</b> identifying how all 5 CPTED Principles are being achieved in the Security Drawing Plan, along with an approved maintenance plan. Narrative must be signed by a Florida Registered Architect, Florida Registered Landscape Architect, or Florida Registered Engineer. CPTED Consultant is preferred |   |