



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

Rezoning Application

Rezoning Review

Rezoning	
<input checked="" type="checkbox"/> Site Specific	<input type="checkbox"/> Planned Development

DEADLINE: Initial paper submission and fee must be received by 5:00 PM on the day of the deadline. *Electronic file submission must be uploaded into the ePlan system within 24 hours of this deadline.* Refer to the "Meeting Schedules and Deadlines" document provided on the City's website for submission deadlines. **To ensure quality submittal, this project will only be added to the DRC Agenda when a complete submission has been uploaded into the ePlan system. If a complete submission is not uploaded by the deadline, the application will be rejected via email.**

Application Review Process:

Application Type	Step 1	Step 2	Step 3	Step 4	Step 5
Rezoning	Pre-Application Meeting (Required)	DRC Review	P&Z Review	City Commission Review (2 Readings)	Ordinance from the City Commission

APPLICATION SUBMISSION PROCESS: Upon reception of the **PAPER SUBMISSION** (see below) at the Zoning Inquires counter, an email will be sent to the agent with a link to ePlan where all project drawings and documents listed in the **DIGITAL SUBMISSION** section (see below) shall be uploaded.

PAPER SUBMISSION: The following paper documents are to be submitted to the Planning & Zoning Department:

PAPER	<input checked="" type="checkbox"/>	One (1) completed application with original signatures.(pg. 3)*
	<input checked="" type="checkbox"/>	Owner's Certificate (must be completed by the Landowner). (pg. 4)*
	<input checked="" type="checkbox"/>	Electronic Signature Affidavit (unless a 3 rd party digital signature is utilized). See P&Z webpage for instructions .
	<input checked="" type="checkbox"/>	Application Fee as established by resolution of the City Commission. See Appendix C - Fee Schedule in the Information section of the P&Z webpage.

DIGITAL SUBMISSION: The following digital documents are to be uploaded directly to Electronic Plan Review (ePlan):

	Site Specific		Planned Development	
	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
ePLAN	<input checked="" type="checkbox"/>	Current survey (with flood information)	<input type="checkbox"/>	Current survey (with flood information)
	<input checked="" type="checkbox"/>	Legal Description (Digital copy in WORD)	<input type="checkbox"/>	Legal Description (Digital copy in WORD)
	<input checked="" type="checkbox"/>	Location map indicating land use and zoning districts of all abutting properties	<input type="checkbox"/>	Location map indicating land use and zoning districts of all abutting properties
	<input checked="" type="checkbox"/>	Written Narrative including existing land use(s), existing zoning district(s), proposed zoning district(s), explanation of need for proposed rezoning, and how the proposed rezoning is compatible with the general plans for the subject area. (Digital copy in PDF)*	<input type="checkbox"/>	Written Narrative including existing land use(s), existing zoning district(s), proposed zoning district(s), explanation of need for proposed rezoning, and how the proposed rezoning is compatible with the general plans for the subject area. (Digital copy in PDF)*
	<input checked="" type="checkbox"/>	Completed Plans Checklist (<i>this must be filled out and initialed</i>). (pg. 1)	<input type="checkbox"/>	Completed Plans Checklist (<i>this must be filled out and initialed</i>). (pg. 5-6)

*Updated copies of the application, proof of ownership, or narrative may be required if information has changed. For example, if the property ownership changes, the owner's certificate and application will need to be revised with the city file.



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155.2404. SITE-SPECIFIC ZONING MAP AMENDMENT (REZONING)

(Below is a summary of Section 155.2404. For the complete language, please refer to the Zoning Code)

REVIEW STANDARDS

Site-specific amendments to the Official Zoning Map (Rezoning) are a matter subject to quasi-judicial review by the City Commission and constitute the implementation of the general land use policies established in this Code and the comprehensive plan. In determining whether to adopt or deny a proposed Site-Specific Zoning Map Amendment, the city shall find that:

- I. The applicant has provided, as part of the record of the public hearing on the application, competent substantial evidence that the proposed amendment:
 - a. Is consistent with the Future Land Use Category and any applicable goals, objectives, and policies of the comprehensive plan and all other applicable city-adopted plans.

PROCEDURE

1. Pre-Application Meeting with a Planner.
2. Review and comment by the Development Review Committee.
3. Recommendation by the Development Service Director.
4. Recommendation by the Planning and Zoning Board, following a quasi-judicial hearing
5. Final decision by the City Commission, following a quasi-judicial public hearing.

155.2405. PLANNED DEVELOPMENT

(Below is a summary of Section 155.2405. For the complete language, please refer to the Zoning Code)

REVIEW STANDARDS

Applications to rezone to a PD District shall be reviewed based on the following standards:

1. Standards for the proposed type of PD district in Part 6 (Planned Development Zoning Districts) of Article 3: Zoning Districts.
2. Section 155.2404.C - Site-Specific Zoning Map Amendment Review Standards.

PROCEDURE

1. Pre-Application Meeting with a Planner.
2. Review by the Development Review Committee
3. Recommendation by the Development Service Director.
4. Recommendation by the Planning and Zoning Board, following a quasi-judicial hearing
5. Final decision by the City Commission, following two quasi-judicial public hearings.



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P&Z#: _____

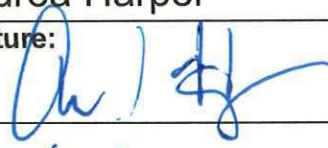
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Street Address: 300 & 400 Circle Drive		Folio Number: 4943 06 15 0030 &0040	Current Zoning: RS-1
Subdivision: Manzo Mar in Santa Barbara Estates	Block:	Lot: 3 & 4	Proposed Zoning: RS-2
Have any previous applications been filed? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If Yes, give date of hearing and finding:	
Date of Pre-Application Meeting:			

Site Data		
Project Name: Santa Barbara Isle Rezoning		
Acres: 1.16	Number of units (Residential): 1	Total square feet of the building (Non-Residential):

Owner's Representative or Agent	Landowner (Owner of Record)
Business Name (if applicable): KEITH	Business Name (if applicable): Frank M. Russo - Trustee / Jin-Marie Russo 2020 Family Trust
Print Name and Title: Andrea Harper	Print Name and Title: Frank Russo - Trustee
Signature: 	Signature: 
Date: 3/31/21	Date: 3/31/21
Street Address: 301 E Atlantic Blvd	Street Address: 2293 SE 8th Street
Mailing Address City/ State/ Zip: Pompano Beach, FL 33060	Mailing Address City/ State/ Zip: Pompano Beach, FL 33062
Phone Number: 954-788-3400	Phone Number: 954-415-3636
Email: aharper@keithteam.com or MVonderMeulen@keithteam.com	Email: ukru4u@bellsouth.net
Email of ePlan agent (if different): aharper@keithteam.com	



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OWNER'S CERTIFICATE

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 for rezoning.

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).

Owner's Name: Frank M. Russo - Trustee / Jin Marie Russo 2020 FAM TR
(Print or Type)

Address: 2293 SE 8 Street
Pompano Beach, FL 33062
(Zip Code)

Phone: 954-415-3636

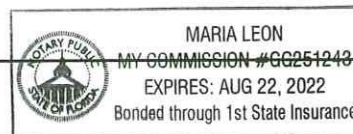
Email address: ukru4u@bellsouth.net

Frank M Russo

(Signature of Owner or Authorized Official)

SWORN AND SUBSCRIBED before me this 31 day of March, 2021 by means of
☒ physical presence or ☐ online notarization.

Maria Leon
NOTARY PUBLIC, STATE OF FLORIDA
Maria Leon



(Name of Notary Public: Print, stamp, or Type as Commissioned.)

☒ Personally know to me, or
☐ Produced identification: _____
(Type of Identification Produced)