APPLYING FOR A LAND USE PLAN AMENDMENT

Fee:

$19,500.00 application fee made **payable to the City of Weston** for other than single family residence.

Link to Apply:
https://www.westonfl.org/government/planning-and-zoning/application-process

Submission Materials:

1. **Application Form**
   a. Petition for Land Use Plan Amendment
   b. Applicant Representative Affidavit
   c. Cost Recovery Affidavit
2. **Project Narrative** detailing the proposed scope of work.
3. **Site Plan**
4. **Sketch and Legal Description**
5. **Survey**
6. **Location Map**
7. **Traffic Study**
8. **Notice to Surrounding Properties -** 125.06 Requirements for Advertisement and Notice
9. **Legal Advertisement -** 125.06 Requirements for Advertisement and Notice

Further information may be requested: You will be notified of any additional requirements by email via the email address that you provide.

Staff will advise whether advertising is required (as per Code Section - 125.06 Requirements for Advertising and Notice).

CITY OF WESTON
LAND USE PLAN AMENDMENT - MAP (LUPA)
AMENDMENT REQUIREMENTS

1. Amendment Review

Prior to completing an application for any LUPA amendment, applicants are requested to review the proposed amendment with the City of Weston:

- **City of Weston – Planning and Zoning - Development Services Department (954)-385-0500.**

2. The Process

After you submit your application, it will be reviewed by the Development Services Department for completeness then sent to City DRC for an initial review. Once all DRC members have reviewed the documents, the City staff will schedule the item for the necessary meetings in accordance with the City's established public hearing schedule.

Processing Information

Regular scale amendments to the LUPA are generally greater than 10 acres in size. Certain other requirements may apply in accordance with Chapter 163, Part II, Florida Statutes. City staff will review this application to identify various planning considerations, such as the impacts upon public facilities and services, transportation impacts, natural and historic resources, and redevelopment. Regular amendments that are found to be consistent with the City of Weston's Comprehensive Plan are transmitted for review to the Broward County Planning Council, Broward County, the Florida Department of Commerce *(FDC)* and other pertinent regional and State agencies, prior to the adoption public hearings by the City of Weston and Board of County Commissioners (BCC). The entire process may be completed in approximately 12 months.

A small-scale amendment process is allowed for a LUPA less than 10 acres in size in accordance with Chapter 163, Part II, Florida Statues. City staff will review this application to identify various planning considerations, such as the impacts upon public facilities and services, transportation impacts, natural and historic resources, and redevelopment. Small-scale amendments that are found to be consistent with the City of Weston's Comprehensive Plan are transmitted for review to the Broward County Planning Council, Broward County, and are adopted by the City and Broward County prior to sending to the Florida Department of Commerce *(FDC)* and other pertinent regional and State agencies, The entire process may be completed in approximately 8 months.

CITY OF WESTON, PLANNING AND ZONING DEPARTMENT
C/O CALVIN, GIORDANO & ASSOCIATES, INC.
1800 ELLER DRIVE, SUITE 600
FORT LAUDERDALE, FLORIDA 33316

PETITION FOR LAND USE MAP AMENDMENT (LUPA)

Subject property information: _____ Folio Number(s) _____

Subject property Address: _____

Has a previous petition been filed on this property?_____ If yes, give date of hearing and finding_____

Existing Land Use _____ Proposed Land Use _____

Existing Zoning _____ Proposed Zoning _____

Gross Acreage _____

Current Use of Site_____

Legal Description (or indicate via a sealed survey including legal description of the area proposed to be amended)

_____

Provide existing and proposed densities and resulting number of residential units and/or non-residential square footage, within each designation

_____

Issuance of a development permit by a municipality does not in any way create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

I/we certify on _____ day of_____, 20___, that the property is not subject to a pending code violation.

_____ _____

Petitioner's Signature *Owner's Signature (required)*

_____ _____

Print Petitioner's Name *Print Owner's Name*

_____ _____

Address *Address*

_____ _____

City, State, Zip *City, State, Zip*

*Phone*_____ *Phone*_____

*Email*_____ *Email*_____

----------**Department Use Only** ----------

Date Received _____ Fee Paid _____

Agenda_____ Receipt No._____

Exhibit A - Growth Management Considerations

The City of Weston's Comprehensive Plan's Goals, Objectives and Policies are intended to encourage land development patterns which ensure appropriate densities, housing, employment patterns, land uses and transportation modes and services which meet the needs of existing and future populations within the City. The land use patterns are also intended to promote community resilience, "Smart Growth," energy conservation and the reduction of greenhouse gases through discouraging urban sprawl, promoting mixed uses, compact development, an intermodal transportation system and conservation of natural resources, in addition to climate change and flood resilience.

The following topics are required to be addressed for a land use amendment within the City of Weston; some may not apply to non-residential uses:

I. POPULATION

1. Population projections resulting from proposed land use amendment *(indicate year)*.

II. LAND USE COMPATIBILITY

1. Identify the maximum development potential of the site under the proposed future land use designation and describe the methodology used to determine the maximum development potential.

2. Provide a table and map(s), scaled at 1 inch equal to 300 feet *(other scales may be accepted)*, showing the existing land uses, zoning districts, and future land use designations of the site and properties adjacent to the proposed amendment site. The following table provides an example of how this table should be constructed. Visit City Maps for Planning and Zoning | City of Weston, FL (westonfl.org) for the most current maps.

LAND USE & ZONING

Existing Land Use(s):		Proposed Land Use(s)	
Existing Zoning		Propose d Zoning	
Adjacent Uses:		Adjacent Plan Designations:	
North		North	
South		South	
East		East	
West		West	

3. Describe how the amendment is consistent with the existing land uses and proposed future land use designations adjacent to the side and what provisions have or will be made to ensure land use compatibility.

4. Describe how any potential incompatibility will be mitigated.

5. Indicate of the amendment is part of a larger development project that is intended to be developed as a unit such as a site plan, plat or Development of Regional Impact. If so, indicate the name of the development; provide the site plan or plat number; provide a location map and identify the proposed uses.

III. ANALYSIS OF PUBLIC FACILITIES AND SERVICES

The items below must be addressed to determine the impact of the amendment on existing and planned public facilities and services. Provide calculations for each public facility and/or service. If more than one amendment is submitted, calculations must be prepared on an individual and cumulative basis.

A. SANITARY SEWER ANALYSIS

1. Identify whether the amendment site or a portion is currently and/or proposed to be serviced by septic tanks.

2. Identify the sanitary sewer facilities serving the amendment site, including the current and committed demand on current and planned plant capacity.

3. Identify the additional demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.

4. Identify the projected plant capacity and demand for the short- and long-range planning horizons as identified within the adopted comprehensive plan. Provide demand projections and information regarding planned plant capacity expansions including year, identified funding resources, and other relevant information.

5. Identify the existing and planned service to site – provide information regarding the existing and proposed trunk lines and lateral hookups to the amendment site.

6. Correspondence from sanitary sewer provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

B. POTABLE WATER ANALYSIS

1. Provide data and analysis demonstrating that a sufficient supply of potable water and related infrastructure will be available to serve the proposed amendment site through the long-term planning horizon, including the nature, timing and size of the proposed water supply and related infrastructure improvements.

2. Identify the facilities serving the service area in which the amendment is located including the current plant capacity, current and committed demand on plant capacity and South Florida Water Management District (SFWMD) permitted withdrawal, including the expiration date of the SFWMD permit.

3. Identified the wellfield serving the service area in which the amendment is located including the permitted capacity, committed capacity, remaining capacity, and expiration date of the permit.

4. Identify the net impact on potable water demand, based on adopted level of service (LOS) standard resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.

5. Identify the projected capacity and demand for the short- and long-range planning horizons as identified within the adopted comprehensive plan-provide demand projections and information regarding planned wellfield and planned plant capacity expansions including year, funding sources and other relevant information. If additional wellfields are planned, provide status including the status of any permit applications.

6. Correspondence from potable water provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

C. DRAINAGE ANALYSIS

1. Provide the adopted LOS standard for the service area in which the amendment is located and the current level of service.

2. Identify the drainage district in which the amendment is located, including secondary drainage canals, primary drainage canals, and other water control structures. Describe how water flows through the drainage facilities, including the direction of flow.

3. Identify any planned drainage improvement, including year, funding sources, and any other relevant information.

4. Indicate if a Surface Water Management Plan has been approved by, or an application submitted to, the SFWMD and/or any independent drainage district, for the amendment site.

5. Identify the permit number(s), or application number(s) if the project is pending, for the amendment site. If an amendment site is not required to obtain a SFWMD permit, provide documentation of same.

6. If the area in which the amendment is located does not meet the adopted LOS standard and there are no improvements planned to address the deficiencies, provide an engineering analysis which demonstrates how the site will be drained and the impact on the surrounding properties. The information should include the wet season water level for the amendment site, design storm elevation, natural and proposed land elevation, one-hundred-year flood elevation, acreage of proposed water management retention area, elevations for buildings, roads and yards, storage and runoff calculations for the design storm and estimated time for flood waters to recede to the natural land elevation.

7. Correspondence from drainage district verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

D. NATURAL GROUNDWATER AQUIFER RECHARGE ANALYSIS

1. Describe the impacts to the ability of the property to provide aquifer recharge, including the impact on the percentage of pervious area.

2. If potential negative impacts are identified, describe how these impacts will be mitigated.

3. Letter from Broward County Environmental Permitting Division verifying the above information.

E. SOLID WASTE ANALYSIS

1. Provide the adopted LOS standard.

2. Identify the solid waste facilities serving the service area in which the amendment is located including the landfill/plant capacity, current and committed demand on the landfill/plant capacity, and planned landfill/plant capacity.

3. Identify the net impact on solid waste demand resulting from the proposed amendment. Provide calculations, including anticipated demand per square foot or dwelling unit.

4. Correspondence from service provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

F. RECREATION AND OPEN SPACE ANALYSIS

1. Provide the adopted LOS standard for the service area in which the amendment is located and the current level of service.

2. Identify the parks serving the service area in which the amendment is located, including acreage and facility type, e.g. neighborhood, community or regional park.

3. Identify the net impact on demand for park acreage, as resulting from this amendment.

4. Identify the projected needs for short- and long-range planning horizons as identified within the adopted comprehensive plan. Provide need projections and information regarding planned expansions including year, funding sources, and other relevant information.

G. TRAFFIC CIRCULATION ANALYSIS

1. Identify the roadways impacted by the proposed amendment and indicate the number of lanes, current traffic volumes, adopted LOS standard and current standard for each roadway.

2. Identify the projected LOS standard for the roadways impacted by the proposed amendment for the short- (five-year) and long-range planning horizons. Utilize average daily and PM peak hour traffic volumes per Broward Metropolitan Planning Organization plans and projections.

3. Analyze the traffic impacts from this amendment. Calculate anticipated average daily and p.m. peak hour traffic generation for the existing and proposed land use designations. If the amendment reflects a net increase in traffic generation, identify access points to/from the amendment site and provide a distribution of the additional traffic on the impacted roadway network for the short- (5 year) and long-range planning horizons.

4. Provide any transportation studies relating to this amendment.

H. TRANSIT ANALYSIS

1. Provide the adopted LOS standard for the service area in which the amendment is located and the current LOS standard.

2. Identify the transit modes, existing and planned transit routes and scheduled service (headway) serving the amendment area within one-quarter of a mile.

3. Quantify the change in transit demand resulting from this amendment.

4. Identify the projected transit capacity and demand for the short- (five year) and long-range planning horizons as identified within the adopted comprehensive plan. Provide need projections and information regarding planned expansions including year, funding sources, and other relevant information.

5. Describe how the proposed amendment furthers or supports transit use.

6. Correspondence from transit provider verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

7. Provide any special transportation studies relating to this amendment.

I. PUBLIC SCHOOL FACILITIES ANALYSIS

1. Identify the existing public elementary and secondary education facilities serving the area in which the amendment is located.

2. Identify the existing school enrollment and permanent design capacity of the public elementary and secondary education facilities serving the area.

3. Identify the additional student demand resulting from this amendment – calculations must be based on applicable student generation rates specified in the Broward County Land Development Code.

4. Identify the planned and/or funded improvements to serve the area in which the amendment is located as included within the School Board's five-year capital plan. Provide student demand projections and information regarding planned permanent design capacities and other relevant information.

5. Identify other public elementary and secondary sites or alternatives (such as site improvements, nominal fee lease options, shared use of public space for school purposes etc.), not identified in Item # 4 above, to serve the area in which the amendment is located.

6. Correspondence from the School Board of Broward County verifying the information submitted as part of the application. Correspondence must contain name, position, and contact information of party providing information.

IV. ANALYSIS OF HISTORIC AND ENVIRONMENTAL RESOURCES

Indicate if the site contains, is located adjacent to, or has the potential to impact any of the natural and historic resource(s) listed below, how they will be protected or mitigated.

A. Historic sites or districts on the National Register of Historic Places or locally designated historic sites.

B. Archaeological sites listed on the Florida Master Site File.

C. Wetlands.

D. Local Areas of Particular Concern as identified within the Broward County Land Use Plan.

E. Priority Planning Area map and Broward County Land Use Plan Policy 2.21.1 regarding sea level rise.

F. "Endangered" or "threatened species" or "species of special concern" or "commercially exploited" as per the Florida Fish and Wildlife Conservation Commission (fauna), the U.S. Fish and Wildlife Service (flora and fauna), or the Florida Department of Agriculture and Consumer Services (fauna). If yes, identify the species and show the habitat location on a map.

G. Plants listed in the Regulated Plant Index for protection by the Florida Department of Consumer Resources.

H. Wellfields – indicate whether the amendment is located within a wellfield protection zone of influence as defined by Broward County Code, Chapter 27, Article 13 "Wellfield Protection." If so, specify the affected zone and any provisions which will be made to protect the wellfield.

I. Soils – indicate whether the amendment will require the alteration of soil conditions or topography. If so, describe what management practices will be used to protect or mitigate the area's natural features.

V. ENERGY CONSERVATION ANALYSIS

1. How does the proposed amendment discourage urban sprawl, ensure the timely, cost-effective provision of public facilities and services, conserve energy and water resources and promote the reduction of greenhouse gases.

2. How does the proposed land development patterns and the current and proposed intermodal transportation system work in coordination to create housing and transportation options, compact, energy efficient development and conserve natural and man-made resources.

VI. AFFORDABLE HOUSING ANALYSIS

Proposed amendments adding 100 or more residential units to the existing densities approved by the BCLUP are subject to Broward County Land Use Policy 2.16.2 regarding Affordable Housing. Policy 2.16.2 requires the involved municipality to provide those professionally accepted methodologies, policies, and best available data and analysis, which the municipality has used to define affordable housing needs and solutions within the municipality.

1. The applicant shall provide an estimate of its supply of affordable housing utilizing the methodology described in the report entitled "Recommended Methodology for Supply and Demand Analysis for Broward County's Affordable Housing Market," prepared by Meridian Appraisal Group in June 2015.

2. The applicant shall address existing land development regulations, such as streamlined permitting, and existing Comprehensive Plan policies, such as bonus densities, which promote the availability of affordable housing within the BMSD.

Detailed requirements for addressing BCLUP 2.16.2 are included in "Administrative Rules Document: Broward NEXT."

VII. INTERGOVERNMENTAL COORDINATION ANALYSIS

Indicate whether the proposed amendment site is adjacent to other local governments. If so, please provide additional copies for the notification and/or review by adjacent local governments.

VIII. CONSISTENCY WITH GOALS, OBJECTIVES AND POLICIES OF THE BROWARD COUNTY COMPREHENSIVE PLAN

List the objectives and policies of the City of Weston Comprehensive Plan which are consistent and compatible with this proposed amendment.