

APPENDIX 2

LOCAL GOVERNMENT CERTIFICATION AND RECERTIFICATION

Certification of Local Land Use Plans

All local governments within Broward County must submit their land use plans to the Broward County Planning Council for certification review concurrent with their submission to the Florida Department of Economic Opportunity for compliance review. The following checklist has been prepared to facilitate the certification review process and is required to be completed and submitted with a request for certification. The checklist, which is based upon the requirements contained within the Broward County Land Use Plan, identifies all items which must be submitted to the Planning Council for certification review.

Exhibit A “Checklist for Local Government Certification”

Local Land Use Plan Amendment Procedures

Local land use plan amendments require recertification by the Planning Council at a public hearing and may be submitted to the Planning Council at any time consistent with the requirements of Chapter 163, Florida Statutes. Article 2.5 of the *Administrative Rules Document: BrowardNext* details the procedures local governments must follow to submit recertification requests. Exhibit B attached identifies the materials which must be submitted to satisfy the Planning Council’s application requirements for recertification. Broward County Planning Council staff should be consulted to determine whether or not a local land use plan amendment is within the rules of flexibility and would not require amending the Broward County Land Use Plan.

Exhibit B “Application Requirements for Recertification of Local Land Use Plans”

EXHIBIT B

APPLICATION REQUIREMENTS FOR RECERTIFICATION OF LOCAL LAND USE PLANS

TWO COPIES OF THE FOLLOWING INFORMATION IS REQUIRED TO BE PROVIDED WITH ALL REQUESTS TO RECERTIFY LOCAL LAND USE PLANS.

1. Submittal letter from the chief elected official/city manager/planning director (copy chief elected official/city manager) indicating the local governing body has acted to transmit the recertification request by motion or resolution.
2. The information below must be provided for local land use plan map amendments which do not require amending the Broward County Land Use Plan. A separate application must be completed for amendments to the Broward County Land Use Plan in accordance with the "Application for Amendments to the Broward County Land Use Plan: Broward County Planning Council." Planning Council staff should be consulted regarding the determination of when an amendment to the Broward County Land Use Plan is required.
 - a. Local amendment name, case number and resolution or ordinance number.
 - b. Applicant Information
 1. Name, address, telephone number and email address of the applicant.
 2. Name, address, telephone number and email address of the agent.
 3. Name, address, telephone number and email address of the property owner(s).
 - c. Sealed survey for each amendment site indicating the area proposed for change.
 - d. Written description of the size and boundaries of the area proposed for change.
 - e. Existing and proposed land use designation(s).
 - f. Rationale for the amendment.
 - g. Fee for processing the amendment in accordance with Appendix 6, "Fee Schedule" of the *Administrative Rules Document: BrowardNext*.
 - h. Copy of adoption ordinance upon final action by local government. (Note: If the ordinance is adopted prior to Planning Council recertification, it must be adopted conditionally upon Planning Council recertification.)
3. The future local land use plan map reflecting the proposed change.
4. If the recertification request includes text amendments, the relevant revised pages of the text in underline/strike-through format, as well as a clean copy.

EXHIBIT B (continued)

5. Updated flexibility tables indicating planned acreage by land use category and number of permitted dwelling units.
6. If the recertification request includes amendments changing residential densities, the following information must be provided to demonstrate compliance with the Broward County Land Use Plan.
 - a. Current and projected build-out populations.
 - b. Existing and projected community parks requirements utilizing the three (3) acres per 1,000 persons standard.
 - c. Inventory of all existing park and recreation acreage used to satisfy the above standard relative to existing population.
 - d. Inventory of all projected park acreage used to satisfy the above standard for the projected build-out population.
 - e. Demonstration of compliance with Article 2.3 of the *Administrative Rules Document: BrowardNext*.
 - f. For local amendments which were not the subject of a Broward County Land Use Plan amendment and which will result in an increased demand for “community parks” acreage, documentation, consistent with the requirements of the Land Use Plan, must be submitted demonstrating adequate public access and conspicuous signage for all additional acreage/sites used to meet the requirement of three (3) acres per 1,000 existing residents.
7. The recertification request must demonstrate compliance with Broward County Land Use Plan Policy 2.10.1 and Article 3.4 of the *Administrative Rules Document: BrowardNext* regarding compatibility with adjacent land uses and impacts on public school facilities. A compatibility review may be required for “flexibility” allocations in the following instances:
 - a. Site is east of the Intracoastal Waterway which impacts access to public beaches.
 - b. Site is contiguous to a municipality upon request of the contiguous municipality.
 - c. Site is attached, adjacent, located within 500 feet or separated only by streets, highways, canals, rivers or easements, to an Environmentally Sensitive Land or a Broward County or regional park upon request of the Broward County Commission.
8. Demonstrate that the local government plan amendment has completed the Chapter 163, Florida Statutes, review process, including any appeal period.

EXHIBIT B (continued)

9. If the municipal amendment was the subject of a Broward County Land Use Plan amendment and subject to any interlocal agreements and/or voluntary commitments (i.e. activity center monitoring agreements, school mitigation, affordable housing, restriction of number and/or type of units), please include appropriately reviewed, executed, and recorded documents (to the satisfaction of the appropriate agencies) in this regard.

Please note that the recertification will not be scheduled for a Planning Council meeting until the applicable interlocal agreements and/or voluntary commitments are fulfilled, with the exception of a request for a “conditional recertification” per Article 2.5.1 of this document.