



# SPECIFICATIONS FOR LAND USE AMENDMENTS AND DEVELOPMENT OF REGIONAL IMPACT

Applications: LUPA and DRI | Rev. 7/20/2022

**INFORMATION:** The specifications listed herein are intended to guide applicants with the submittal of a Land Use Plan Amendment (LUPA) or Development of Regional Impact (DRI) related review. The specifications below are required in order for an efficient and accurate review of applications and plans. Failure to provide the required information will result in the application being deemed incomplete.

The specifications below are divided into the application type and the specific information and requirements needed for each. The specifications for each application type are categorized with sections to assist applicants in organizing the submittal information. See [Development Application Form](#) for digital submittal requirements.

## A LAND USE PLAN AMENDMENT

**SECTION 1 – SPECIFICATIONS:** Plan amendment submittals shall adhere to the requirements as outlined herein by State and Broward County. The specific contents of the plan amendment report can be found at the Broward County Planning Council website at:

- <https://www.broward.org/PlanningCouncil/Documents/AdministrativeRules/AdministrativeRules.pdf>

A brief summary of the sections in the amendment report for submittal include:

- Amendment Site Description
- Existing and Proposed Uses
- Analysis of Public Facilities and Services
- Analysis of Natural and Historic Resources
- Affordable Housing
- Land Use Compatibility
- Hurricane Evacuation Analysis
- Redevelopment Analysis
- Intergovernmental Coordination
- Consistency with Goals, Objectives, and Policies
- Population Projections
- Public Education Analysis

**SECTION 2 – PROJECT NARRATIVES:** Project narratives are required for all application submittals. Narratives shall be provided on letterhead, dated, and signed by author.

- **Project Narrative** an overview of the proposed amendment including a brief justification for the amendment and overall consistency with the City's Comprehensive Plan and Strategic Plan.
- **Unified Land Development Code Narratives** for the applicable criteria based on application request with point-by-point responses to each criterion stating how the project complies with such. Generally, the following code sections require a narrative; however, the following sections are not inclusive of all criteria.
  - Section 47-25.2 Adequacy Review
  - Section 47-24.8 Comprehensive Plan Amendment Requirements
- **Project Amendments 10 Acres or Less** the following questions must be addressed in the narrative:
  - Was the site granted a land use amendment within the prior 12 months?
  - Does the owner of the site own property within 200 feet of property that was granted a land use change within the prior 12 months?
  - Does amendment involve residential land use and propose a density greater than 10 dwelling units per acre?

**SECTION 3 – PUBLIC NOTICE AND PARTICIPATION:** Land use plan amendment public notice requirements shall be consistent with State Statute Chapter 163.

## B DEVELOPMENT OF REGIONAL IMPACT

**SECTION 1 – SPECIFICATIONS:** An application to amend or rescind a DRI must provide the following items:

- Most Recent Annual Report.
- Copy of any notice of the adoption of a development order or subsequent modification of an adopted development order that was recorded by the developer as per Paragraph 380.06(15)(f), F.S.
- List all Development of Regional Impact development order conditions and commitments and how each has been satisfied

**SECTION 2 – PROJECT NARRATIVES:** Project narratives are required for all application submittals. Narratives shall be provided on letterhead, dated, and signed by author.

- **Project Narrative** stating the reason(s) for recession or amendment.

**SECTION 3 – PUBLIC NOTICE AND PARTICIPATION:** Public notice requirements for DRI Amendments or recessions shall be consistent with State Statute Chapter 163.



**Note:** At time of application submittal to the City, applicant shall provide one copy of the application and all-related information to the following agencies, as applicable:

**FLORIDA DEPARTMENT OF TRANSPORTATION**

District IV Office of Planning  
3400 W. Commercial Blvd., 3rd Fl.  
Fort Lauderdale, Florida 33309

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**

Government and Public Affairs  
3301 Gun Club Rd., MSC 2210  
West Palm Beach, Florida 33406  
(561)686-8800

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL**

3440 Hollywood Blvd. #10  
Hollywood, Florida 33021  
(954)985-4416

**FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY**

Division of Community Development  
107 E. Madison Street, MSC -160  
Tallahassee, Florida 32399  
(850)717-8483

**FOR QUESTIONS OR ASSISTANCE:**

Urban Design and Planning  
954-828-6520 (select Option 4)  
[planning@fortlauderdale.gov](mailto:planning@fortlauderdale.gov)