



TRANSFER OF DEVELOPMENT RIGHTS FORM

Application Form: TDR Certificate of Eligibility Application | Rev. 3/1/2022

INSTRUCTIONS: The following information is required pursuant to the City's Unified Land Development Regulations (ULDR). The application form must be filled out accurately and completely. Print or type and answer all questions or indicate N/A if item does not apply. To obtain property information such as land use, zoning, ownership, folio, lot size, etc., please visit <http://gis.fortlauderdale.gov/zoninggis>

A APPLICANT / PROPERTY OWNER	
Name	
Address	
City, State, Zip	
Phone	
Email	
Proof of Ownership	
APPLICANT SIGNATURE:	

B AGENT <i>(If agent will be representing owner)</i>	
Name	
Address	
City, State, Zip	
Phone	
Email	
Agent Authorization Letter	
AGENT SIGNATURE:	

C SENDING SITE PROPERTY INFORMATION	
Address For a Historic District, please attach a list of properties	
Folio Number(s) For a Historic District, please attach a list of properties	
Legal Description For Historic Landmark or Archaeological Site	
Zoning	
Existing Use of Parcel	
Land Use Designation	

D EXISTING DIMENSIONS AND CALCULATIONS	
Building Height (Feet/Levels)	
Lot Area	
Square Footage of Existing Building	
Number of Existing Units	

HISTORIC RESOURCE TYPE: Check the appropriate boxes for application request.

<input type="checkbox"/> HISTORIC LANDMARK	<input type="checkbox"/> CONTRIBUTING PROPERTY IN HISTORIC DISTRICT	<input type="checkbox"/> ELIGIBLE HISTORIC RESOURCE <i>(Select One Below)</i>
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- Eligible Historic Resource must meet one of the following criteria:**
- Identified as a potential individual historic landmark, landmark site, or archaeological site in the City's most recent applicable architectural resource survey adopted by a Resolution of the Historic Preservation Board.
 - The building(s) or site located within a potential historic district and the property, identified as "contributing."
 - A building(s) or site that has been identified by the State Historic Preservation Officer as "eligible" for listing in the National Register of Historic Places in accordance with Section 267.031, Florida Statutes, as amended.
 - A building(s) or site that is already listed in the National Register of Historic Places.

INFORMATION: The intent of this checklist is to provide guidance regarding the submittal of a Transfer of Development Rights (TDR) Certificate of Eligibility Application. The checklist provides a list of specific information needed in order for an efficient and accurate review of plans and supporting documents. Failure to provide the required information will result in the application being deemed incomplete.

SPECIFICATIONS:

- **Proof of Ownership**
- **Property Survey** sealed and signed by a licensed professional surveyor and dated no later than 6 months prior to the date of submission of the application.
- **Property Legal Description**
- **Narrative** explaining how the criteria in Section 47-36.1 of the ULDR are met
- **Calculations of the Development Rights Available** see following page for Calculation of available Development Rights
- **Floor Plans** signed and sealed by an architect or engineer licensed in Florida *(if applying for Floor Area calculations)*
- **Resolution** designating the property as a Historic Landmark or Landmark Site; or Archaeological Site; or a Contributing Property in a Historic District
- **Resolution for Contributing Property** passed by the City Commission or Historic Preservation Board that identifies the proposed Sending Site as a "Contributing Property" located within a historic district
- **Application Fee**



CALCULATIONS:

Unused Development Rights that may be transferred to a Receiving Site must be calculated as follows:

FLOOR AREA. Existing gross floor area of the Sending Site will be subtracted from the calculation of permitted gross floor area of the Sending Site per the ULDR incorporating setbacks, FAR, and all other requirements. The applicant shall submit calculations for the Development Rights along with signed and sealed floor plans to the DSD.

_____ Existing Gross Floor Area of Sending Site

Subtracted By _____ Permitted Gross Floor Area of Sending Site

= _____ **Estimated Available TDRs (Square Footage)**

DENSITY. Unused density on a Sending Site may be transferred to a Receiving Site rounding down to the nearest whole number. Total available density is based upon the gross acreage of the entire site.

- Available density for residential units will be the calculation of the maximum residential units permitted on the Sending Site subtracted by the number of existing residential units on the Sending Site.
- The conversion of existing hotel units to residential units for the purposes of the density TDR calculation shall be the difference between the numbers of permitted residential units divided by the number of permitted hotel units as specified in the ULDR per each zoning district for the Sending Site. This number will be multiplied by the difference between the number of permitted hotel units and the number of existing hotel units.
- For zoning districts in the Central Beach Regional Activity Center that do not have maximum density, the maximum density shall be capped at 48 residential units per acre and 90 hotel units per acre.

_____ Existing Gross Acreage of Sending Site

Multiplied By _____ Dwelling Units Per Acre Floor (as per Zoning District)

= _____ Maximum Residential Units Permitted

Subtracted By _____ Existing Residential Units

= _____ **Estimated Available TDRs (Dwelling Units)**

DESCRIPTION OF PROCESS:

Applications are reviewed by the Historic Preservation Planner who verifies calculations and amount of square footage or density that is eligible for transfer. A Certificate of Eligibility is issued to the applicant stating the amount of square footage or density eligible for transfer.

APPLYING FOR A CERTIFICATE OF TRANSFER

Upon receipt of the Certificate of Eligibility, a property owner may pursue the Transfer of Development Rights by submitting an application for a Certificate of Transfer and all required documentation. If the Certificate of Eligibility is issued to an eligible historic resource, the property must be designated prior to proceeding with a Certificate of Transfer application.

FOR QUESTIONS OR ASSISTANCE REGARDING THE TRANSFER OF DEVELOPMENT RIGHTS (TDR)

CERTIFICATE OF ELIGIBILITY CHECKLIST

OR APPLICATION SUBMITTAL PROCESS CONTACT:

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