



Community Development  
7525 NW 88<sup>th</sup> Avenue  
Tamarac, FL 33321  
Telephone (954) 597-3530  
Fax (954) 597-3540

**FOR STAFF USE ONLY:**

CASE #: \_\_\_\_\_  
Master File #: \_\_\_\_\_  
HTE Project #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Received by: \_\_\_\_\_  
Fee(s) Collected: \_\_\_\_\_

**CASE DEVELOPMENT APPLICATION**

**COMPREHENSIVE PLAN TEXT AMENDMENT**

Project Name: \_\_\_\_\_

Project Address (if applicable): \_\_\_\_\_

Project Location: \_\_\_\_\_

Parcel Size: \_\_\_\_\_ acres/sq. ft. Folio No. \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Identify existing and proposed land use classification and proposed density, if applicable.)

Applicant/Agent/Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Property Owner's Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_

*\*The City of Tamarac is committed to serving the needs of all its citizens and visitors, and our goal is to ensure access to information for a diverse audience. Please incorporate accessibility design standards to meet Universal Design concepts supported by the W3C Guidelines and ADA Accessibility Requirements into all application submittal documents.*

## COMPREHENSIVE PLAN TEXT AMENDMENT APPLICATION CHECKLIST

The following checklist is designed to assist the applicant in preparing the required materials for review. The application will **not** be accepted if all required items are not present at the time of submittal. The following items are required as part of a complete application for Comprehensive Plan Text Amendment.

- A completed City of Tamarac Comprehensive Plan Text Amendment Application.
- Justification Letter. Shall encompass a detailed description of the proposed Comprehensive Plan Text Amendment and meet all requirements from Section 10-5.4 (B) of the City's Land Development Code entitled Comprehensive Plan Amendment. Please see the attached page for Section 10-5.4 (B) requirements.
- Application Summary Sheet (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).
- Designation of Agent for Quasi-Judicial Proceedings form (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>). This form must be completed by the property owner. The form names that person who will represent the said application.
- Local Publication Agency Fee Affidavit (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>) – all legal advertisements will be processed by the City of Tamarac. Applicants will be billed at a later time for the cost of the legal advertisement in local print publication.
- Appropriate fees (download from our website <https://www.tamarac.org/368/Planning-and-Zoning>).

**\*\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED\*\***

**COMPREHENSIVE PLAN TEXT AMENDMENT**  
**LAND DEVELOPMENT CODE REQUIREMENTS**

In the project's justification statement, please explain how and why the proposed development request(s) meets the criteria outlined in Section 10-5.4 (B) of the City's Code below:

- (a) A change in projections or assumptions from those on which the Comprehensive Plan is based: Are public facilities and services available for the proposed use.
- (b) Is the plan amendment suitable for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources of the site;
- (c) Is the plan amendment the minimum amount of land needed to achieve the goals and requirements of the Comprehensive Plan;
- (d) A change in the policies, objectives, principles, or standards governing the physical development of the City or any other geographic areas addressed by the Comprehensive Plan; or
- (e) Identification of errors or omissions in the Comprehensive Plan.