

ATTACHMENT “4”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)

Respondents are advised that the following assumptions are provided for informational purposes only. The County makes no representation regarding this information as to the truth, fact, accuracy or completeness, or sources thereof. Respondents shall have the duty to verify the accuracy of the information as contained herein.

Land Use and Zoning – Palm Beach International Airport (PBIA) is no longer governed as a Development of Regional Impact. There is an approved Airport Master Plan that identifies subsidiary development areas for airport and non-airport related uses. The subsidiary development area known as Parcel N-11 is 28+ acres in size and located at the southwest corner of Belvedere Road and Australian Avenue. The northern 12 ± acres falls under the municipal jurisdiction of the City of West Palm Beach. The southern 17± acres falls under the municipal jurisdiction of Palm Beach County.

This summary addresses the northern 12+ acres under the municipal jurisdiction of City of West Palm Beach (the “Property”).

The Property has a Future Land Use Designation of C-Commercial, and a zoning designation of GC-General Commercial. These designations were recently adopted by the City of West Palm Beach City Commission pursuant to *Ordinance No. 4646-16: Future Land Use Map Amendment* (reference Exhibit #1) and *Ordinance No. 4647-16: Rezoning* (reference Exhibit #2).

Due to its location at a prominent intersection of two major arterial roadways, Belvedere Road and Australian Avenue, it is anticipated that the Property would develop with a mix of commercial uses such as retail, medical and/or professional offices, with other supporting or accessory uses.

Allowed uses and property development regulations may be found in the City’s Zoning Code, which is on line and may be accessed via the below link to the City’s Planning and Zoning Home Page:

<http://www.wpb.org/Departments/Development-Services/Planning/Planning-Home>

Allowed uses may be found in ARTICLE IX. - PERMITTED USES, USES PERMITTED WITH EXTRA REQUIREMENTS, AND SPECIAL USES. Property development regulations for the GC zoning district may be found in ARTICLE V - COMMERCIAL DISTRICTS.

Concurrency / Traffic Analysis - The PBIA Airport Master Plan, including the Property, has Traffic Concurrency approval for a 260 room hotel and 200,000 square feet of office as iterated in the February 18, 2009 PBIA Properties Rezoning Traffic Performance Review Analysis approval letter (reference Exhibit #3). The County has submitted an application to modify the Traffic Concurrency approve to provide for a 300 room hotel, 70,000 square feet of retail and 123,000 square feet of office. The Traffic Concurrency

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approval applies to the entire 28 ± site so a portion of the concurrency may be reserved by the County for use on the southern parcel.

Entitlement Process:

The Commercial Future Land Use designation allows for a maximum floor area ratio of 0.75. Based on this allowance and the Property's location, the assumption is that development will exceed 50,000 square feet of building area. There are at least two entitlement options available to pursue approvals for a plan of development. The first is to pursue approval for a Commercial Planned Development, which would allow for the City Commission to consider requests for waivers of standards as part of the application. The second is to pursue approval as a Development of Significant Impact. Both options require similar information and take an equivalent amount of time. The major difference is that the Commercial Planned Development allows for waivers from certain standards to be considered by a single entity, the City Commission, whereas if any deviations are desired, pursuing approval as a Development of Significant Impact would require that these be considered by the Zoning Board of Appeals and the City Commission.

A pre-application meeting is strongly encouraged to discuss the request and entitlement process with City of West Palm Beach staff.

The process and time frame to pursue entitlement approvals may take four (4) to six (6) months and is outlined as follows:

The Commercial Planned Development or Development of Significant Impact applications will include documents that reflect the proposed plan of development including intensities, site design and any proposed phasing. The City accepts applications once per month, currently on the second Tuesday of each month.

Once the applications are submitted, the City has up to ten (10) working days to determine if the submittal is sufficient (i.e. all required documents with sufficient detail are provided). Once a sufficient submittal is provided, the City has up to forty-five (45) days for its Plans and Plats Review Committee's (PPRC) to review the applications and plans, and provide comments. However, by practice the City typically will place the application on a PPRC agenda within thirty (30) days if the documents are complete.

The PPRC meets once a month on the second Wednesday of the month. The PPRC is chaired by a representative of the Planning Department, and is composed of representatives of the Building, Finance, Fire, Planning, Police, Public Utilities, and Support Services departments. The PPRC is a technical review committee. Either immediately in advance of, or at the meeting, the applicant will be provided with a list of comments from the reviewing agencies. The Applicant is asked to attend the PPRC meeting to discuss the comments. If the PPRC has outstanding comments or issues, the applicant must address the comments and is given the opportunity to submit a

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response including revised plans. This process continues until the applicant has satisfied the PPRC that the application meets the technical requirements of the Code.

Once the documents and plans are deemed technically sufficient by the PPRC, the application will proceed to the Planning Board for Public Hearing for a recommendation on the requests. The Planning Board currently meets the third Tuesday of each month. The Planning Board is an appointed board comprised of residents, property owners and industry professionals within the City limits.

The applications will then be considered by the City of West Palm Beach City Commission. The Public Hearing for the application will be scheduled for review by the City Commission approximately six weeks after the Planning Board hearing. City Commission hearings are currently scheduled biweekly on Monday. Typically, Commercial Planned Development or Development of Significant Impact applications are adopted by Resolution, and only require one City Commission meeting.

All public hearings will be noticed by direct mail to all property owners within 400 feet of the property boundary, and notice signs are required to be posted on the properties frontage along public rights-of-way.

Either concurrent with or following the above process, submission of a Formal Site Plan Review, Type II application is required. The proposed plans are reviewed by the PPRC through a very similar process as outlined above for the other applications. Once all technical issues are addressed, final approval of the Formal Site Plan Review application will occur. There is no public hearing required for Formal Site Plan Review.

Following approval of the Commercial Planned Development or Development of Significant Impact, and Site Plan Review, construction documents must be submitted to the City's Construction Services Department for review, and issuance of a building permit. Once permits are issued, construction may commence.

Submission Requirements:

The City of West Palm Beach Development Application (reference Exhibit #4 for 2016 application provided for information) identifies the documents and plans required for various submissions. Submission of a Commercial Planned Development or Development of Significant Impact, and Formal Site Plan Review Application requires, among other items: Master Development Plan; Site Plan; Preliminary Engineering Plan; Landscape Plan; Photometric Plan and a Development Phasing Plan.

- The Master Development Plan should depict the proposed use of all land within the project boundaries, access points, any proposed phased development boundaries and should provide the minimum or maximum design standards for the project including density, lot coverage and open space.

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- The Site Plan should depict the proposed site layout including building locations, parking, vehicular circulation, impervious areas, open space and site data.
- The Preliminary Engineering Plan should depict all existing and proposed drainage, water, sewer, and other utility service systems.
- The Landscape Plan should include a conceptual planting plan, minimum plant quantities, plant pallet, and locations of proposed site lighting.
- The Photometric Lighting Plan will demonstrate compliance with the City's lighting ordinance. The Photometric Plan must demonstrate that the maximum illumination at properties boundaries abutting residential districts.
- If the project will be developed in stages, a Development Phasing Plan will be required and should include the proposed schedule of development which identifies the anticipated project start and completion dates and stages of development.

In addition, the following supporting documents are required as part of the applications:

- A completed Development Review application, which may be obtained via the following link;
<http://www.wpb.org/Departments/Development-Services/Forms/Planning-Zoning-Forms>
- A Boundary Survey with reference to and mapping of any encumbrances as identified in a title abstract (such as an owners encumbrance report, title commitment, or title search report) dated within one (1) year;
- Evidence of Unified Control
- If the proposed plan of development is different in use and intensity than that already granted Traffic Concurrence, a detailed Traffic Impact Analysis Study addressing the impacts of the change will be required. As there is a County-wide Traffic Performance Standards Ordinance that applies to developments in both the municipal and unincorporated areas, the Traffic Impact Analysis is required to be submitted to Palm Beach County prior to submittal of the entitlement application.
- Schematic Architectural Drawings (floor plans, elevations, perspectives, etc.) of all proposed structures will be required.
- A Master Signage Program demonstrating the placement and design of site signage.

**EXHIBIT “1”
TO
ATTACHMENT “4”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)**

ORDINANCE NO. 4646-16

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY BY AMENDING THE FUTURE LAND USE DESIGNATION FOR AN APPROXIMATELY 12.38 ACRE PROPERTY LOCATED AT 1600 BELVEDERE ROAD FROM A COMMUNITY SERVICE (CS) DESIGNATION TO A COMMERCIAL (C) FUTURE LAND USE DESIGNATION; DECLARING THE PROPOSED AMENDMENT TO THE FUTURE LAND USE MAP TO BE CONSISTENT WITH ALL OTHER ELEMENTS OF THE COMPREHENSIVE PLAN OF THE CITY; PROVIDING A CONFLICT CLAUSE ; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

* * * * *

WHEREAS, Collene Walter of Urban Kilday Studios, on behalf of Palm Beach County Department of Airports, has requested to change the Future Land Use Map designation of an approximately 12.38 acre parcel located at 1600 Belvedere Road from Community Service (CS) to Commercial (C). The proposed request is a part of the PBIA's plan to utilize additional, unused property; and

WHEREAS, the Future Land Use Map amendment to Commercial satisfies one or more of the Future Land Use Amendment Justification Standards found in Future Land Use Element Policy 1.1.7 of the City's Comprehensive Plan; and

WHEREAS, the amendment will meet all necessary public facilities Level of Service (LOS) standards and the appropriate service providers have indicated that they have the capacity to serve this development; and

WHEREAS, upon approval of Ordinance No. 4647-16, the subject property will have a compatible zoning district of General Commercial (GC); and

WHEREAS, the Planning Board recommended to approve (7-0) the amendment request to the City Commission after a Public Hearing on June 21, 2016; and

WHEREAS, the Public Hearing was advertised in the Palm Beach Post and the Proof of Publication is housed in the Planning Division records. Additionally, the Planning Division records evidence that individual notices of the Public Hearing were mailed to all property owners within 500 feet of the subject property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, THAT:

SECTION 1: Findings: The City Commission hereby makes the following determinations and findings:

1. The amendment to the Future Land Use Map of the Comprehensive Plan of the City of West Palm Beach described in this Ordinance is consistent with

ORDINANCE NO. 4646-16

Chapter 163, Florida Statutes.

2. The amendment to the Future Land Use Map described in this Ordinance is consistent with the Comprehensive Plan of the City.
3. One or more of the standards of Future Land Use Policy 1.1.7 have been met. There are changed assumptions, as the land was originally intended to support airport operations. The recent revised Airport Master Plan developed by Palm Beach County Department of Airports has designated this parcel as not needed for airport operations and designated for non-airport related uses.
4. The standards of Future Land Use Policy 1.1.8 have been met. The owner of the property, 1600 Belvedere Road, consented to the initiation of the Future Land Use Map amendment application.

SECTION 2: The Future Land Use Map of the City of West Palm Beach, Florida, is hereby amended by assigning a Commercial (C) Future Land Use designation to approximately 12.38 acres of real property located at 1600 Belvedere Road and legally described in **EXHIBIT A** and shown by survey in **EXHIBIT B** and existing and proposed Future Land Use map designations in **EXHIBIT C**.

SECTION 3: The amendments shall be submitted to the State Land Planning Agency in accordance with and satisfying the requirements of Chapter 163 Florida Statutes.

SECTION 4: The effective date of this plan amendment shall be in accordance with Chapter 163, Florida Statutes.

[SIGNATURES ON FOLLOWING PAGE]

FIRST READING THIS 1ST DAY OF AUGUST, 2016.

SECOND READING AND PASSAGE THIS 24TH DAY OF OCTOBER, 2016.



ATTEST:

X *Hazeline F. Carson*

CITY CLERK

Signed by: Hazeline Carson

**CITY OF WEST PALM BEACH BY
ITS CITY COMMISSION:**

X *Geraldine Muoio*

PRESIDING OFFICER

Signed by: Geraldine Muoio

**APPROVED AS TO FORM AND
LEGALITY:**

10/21/2016

X *Nancy Nurcheck*

CITY ATTORNEY

Signed by: NUrcheck

EXHIBIT A
Legal Description

PBIA LEASE PARCEL N-11 WPB
PROPERTY DESCRIPTION

A PARCEL OF LAND LOCATED WITHIN PALM BEACH INTERNATIONAL AIRPORT PROPERTY AS RECORDED IN OFFICIAL RECORD BOOK 619, PAGE 344 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SITUATED IN SECTION 32, TOWNSHIP 43 SOUTH, RANGE 43 EAST, CITY OF WEST PALM BEACH, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 32; THENCE SOUTH 00°45'40" WEST ALONG THE NORTH/SOUTH QUARTER SECTION LINE OF SAID SECTION 32, A DISTANCE OF 40.00 FEET TO A POINT LYING ON THE SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AS RECORDED IN ROAD BOOK, PAGE 94 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND THE POINT OF BEGINNING; THENCE SOUTH 88°26'29" EAST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 397.65 FEET; THENCE SOUTH 81°27'38" EAST ALONG THE PROPOSED SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AS SHOWN ON PALM BEACH COUNTY INTERSECTION IMPROVEMENT PLANS FOR BELVEDERE ROAD AND AUSTRALIAN AVENUE, PROJECT NO. 85068 - SHEET 5 OF 6 ON FILE IN THE OFFICE OF THE COUNTY ENGINEER, A DISTANCE OF 246.84 FEET TO A POINT ON A LINE LYING 70.00 FEET SOUTH OF (AS MEASURED AT RIGHT ANGLES TO) AND PARALLEL WITH SAID SECTION LINE; THENCE SOUTH 88°26'29" EAST ALONG SAID PARALLEL LINE AND PROPOSED RIGHT-OF-WAY LINE, A DISTANCE OF 384.48 FEET TO THE PROPOSED WESTERLY RIGHT-OF-WAY LINE OF AUSTRALIAN AVENUE AS SHOWN ON THE ROAD BOOK 5, PAGE 47 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN ON PALM BEACH COUNTY PARCEL ACQUISITION MAP FOR AUSTRALIAN AVENUE, PROJECT NO. 88525/88526 - SHEET 3 OF 5 ON FILE IN THE OFFICE OF THE COUNTY ENGINEER (THE NEXT TWO COURSES COINCIDE WITH SAID WESTERLY RIGHT-OF-WAY LINE); THENCE SOUTH 43°58'53" EAST, A DISTANCE OF 237.35 FEET; THENCE SOUTH 00°28'44" WEST, A DISTANCE OF 283.82 FEET TO THE SOUTH LINE OF THE CORPORATE LIMITS OF THE CITY OF WEST PALM BEACH, ALSO BEING THE SOUTH LINE OF THE NORTH 520.00 FEET OF THE NORTHWEST QUARTER (NW 1/4) OF THE NORTHEAST QUARTER (NE 1/4) OF SAID SECTION 32; THENCE NORTH 88°26'29" WEST ALONG SAID SOUTH LINE, A DISTANCE OF 1195.21 FEET TO SAID NORTH/SOUTH QUARTER SECTION LINE; THENCE NORTH 00°45'40" EAST ALONG SAID NORTH/SOUTH QUARTER SECTION LINE, A DISTANCE OF 480.07 FEET TO SAID SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AND THE POINT OF BEGINNING.

THE PROPERTY AS SURVEYED CONTAINS 539,138 SQUARE FEET OF 12.3769 ACRES MORE OR LESS.

COUNTY OF PALM BEACH
STATE OF FLORIDA

BOARD OF COUNTY COMMISSIONERS
PROJECT NO. 2014013-10

P.B.I.A. LEASE PARCEL N-11 WPB
BOUNDARY SURVEY

HAL R. VALECHE
DISTRICT 1

PAULETTE BURDICK
DISTRICT 2

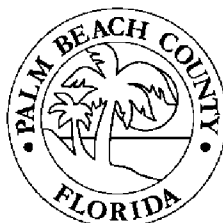
STEVEN L. ABRAMS
DISTRICT 4

JESS R. SANTAMARIA
DISTRICT 6

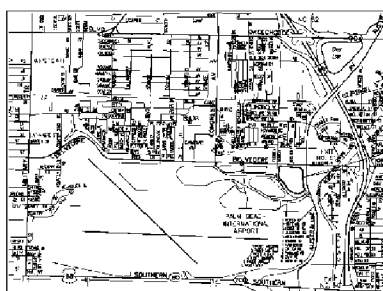
SHELLEY VANA
DISTRICT 3

MARY LOU BERGER
DISTRICT 5

PRISCILLA A. TAYLOR
DISTRICT 7



SECTION 32, TOWNSHIP 43 SOUTH, RANGE 43 EAST



LOCATION MAP
N.T.S.

PROJECT LOCATION

LEGEND

- 2 = LUTHER
 3 = LEVITT
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2001年 01月 01日 星期二

Y 96 NCRP 1973 ELEVATION 14,505 MAND 801

THE BENCHMARK IS APPROXIMATELY 2.5 MILES SOUTH ALONG THE
"CASS" GRADE RAILROAD TRACKS, 1/2 MILE WEST OF AT GS,
THINER 0.5 MILE WEST ALONG THE "CASS" ROAD, AT THE
JUNCTION OF MENZER AVENUE. THE BENCHMARK IS A LEGOS
BRASS DISK STAMPED "Y 96 NCRP 1278" AT THE NORTHWEST
CORNER OF A BRIDGE OVER THE CASS, 50' NORTHEAST OF THE
CROSSING OF BELLEVILLE ROAD. IT IS 2.5 MILES
EAST OF THE INTERSECTION OF THE "CASS" AND THE NORTH EDGE OF
THE NORTH CONCRETE WALL AT THE WEST END OF THE BRIDGE.

[illegible][illegible]

CERTIFIED TO: PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE
STATE OF FLORIDA,
CHIEF OF POLICE, INSURANCE COMPANY,
SOUTHEAST COMPANY & TITLE, INC.

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL PATRED SEAL OF A
FLORIDA LICENSED SURVEYOR AND MAPPER.

I HEREBY CERTIFY THAT THE BOUNDARY SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE ACTS OF CONGRESS AND THAT SAID SURVEY MEETS THE MINIMUM REQUIREMENTS FOR THE RECORDING OF DEEDS AND THE SURVEYING AND MAPPING ACTS OF 1934, 1936, 1938, 1940, 1942, 1944, 1946, 1948, 1950, 1952, 1954, 1956, 1958, 1960, 1962, 1964, 1966, 1968, 1970, 1972, 1974, 1976, 1978, 1980, 1982, 1984, 1986, 1988, 1990, 1992, 1994, 1996, 1998, 2000, 2002, 2004, 2006, 2008, 2010, 2012, 2014, 2016, 2018, 2020, 2022, 2024, 2026, 2028, 2030, 2032, 2034, 2036, 2038, 2040, 2042, 2044, 2046, 2048, 2050, 2052, 2054, 2056, 2058, 2060, 2062, 2064, 2066, 2068, 2070, 2072, 2074, 2076, 2078, 2080, 2082, 2084, 2086, 2088, 2090, 2092, 2094, 2096, 2098, 2100, 2102, 2104, 2106, 2108, 2110, 2112, 2114, 2116, 2118, 2120, 2122, 2124, 2126, 2128, 2130, 2132, 2134, 2136, 2138, 2140, 2142, 2144, 2146, 2148, 2150, 2152, 2154, 2156, 2158, 2160, 2162, 2164, 2166, 2168, 2170, 2172, 2174, 2176, 2178, 2180, 2182, 2184, 2186, 2188, 2190, 2192, 2194, 2196, 2198, 2200, 2202, 2204, 2206, 2208, 2210, 2212, 2214, 2216, 2218, 2220, 2222, 2224, 2226, 2228, 2230, 2232, 2234, 2236, 2238, 2240, 2242, 2244, 2246, 2248, 2250, 2252, 2254, 2256, 2258, 2260, 2262, 2264, 2266, 2268, 2270, 2272, 2274, 2276, 2278, 2280, 2282, 2284, 2286, 2288, 2290, 2292, 2294, 2296, 2298, 2300, 2302, 2304, 2306, 2308, 2310, 2312, 2314, 2316, 2318, 2320, 2322, 2324, 2326, 2328, 2330, 2332, 2334, 2336, 2338, 2340, 2342, 2344, 2346, 2348, 2350, 2352, 2354, 2356, 2358, 2360, 2362, 2364, 2366, 2368, 2370, 2372, 2374, 2376, 2378, 2380, 2382, 2384, 2386, 2388, 2390, 2392, 2394, 2396, 2398, 2400, 2402, 2404, 2406, 2408, 2410, 2412, 2414, 2416, 2418, 2420, 2422, 2424, 2426, 2428, 2430, 2432, 2434, 2436, 2438, 2440, 2442, 2444, 2446, 2448, 2450, 2452, 2454, 2456, 2458, 2460, 2462, 2464, 2466, 2468, 2470, 2472, 2474, 2476, 2478, 2480, 2482, 2484, 2486, 2488, 2490, 2492, 2494, 2496, 2498, 2500, 2502, 2504, 2506, 2508, 2510, 2512, 2514, 2516, 2518, 2520, 2522, 2524, 2526, 2528, 2530, 2532, 2534, 2536, 2538, 2540, 2542, 2544, 2546, 2548, 2550, 2552, 2554, 2556, 2558, 2560, 2562, 2564, 2566, 2568, 2570, 2572, 2574, 2576, 2578, 2580, 2582, 2584, 2586, 2588, 2590, 2592, 2594, 2596, 2598, 2600, 2602, 2604, 2606, 2608, 2610, 2612, 2614, 2616, 2618, 2620, 2622, 2624, 2626, 2628, 2630, 2632, 2634, 2636, 2638, 2640, 2642, 2644, 2646, 2648, 2650, 2652, 2654, 2656, 2658, 2660, 2662, 2664, 2666, 2668, 2670, 2672, 2674, 2676, 2678, 2680, 2682, 2684, 2686, 2688, 2690, 2692, 2694, 2696, 2698, 2700, 2702, 2704, 2706, 2708, 2710, 2712, 2714, 2716, 2718, 2720, 2722, 2724, 2726, 2728, 2730, 2732, 2734, 2736, 2738, 2740, 2742, 2744, 2746, 2748, 2750, 2752, 2754, 2756, 2758, 2760, 2762, 2764, 2766, 2768, 2770, 2772, 2774, 2776, 2778, 2780, 2782, 2784, 2786, 2788, 2790, 2792, 2794, 2796, 2798, 2800, 2802, 2804, 2806, 2808, 2810, 2812, 2814, 2816, 2818, 2820, 2822, 2824, 2826, 2828, 2830, 2832, 2834, 2836, 2838, 2840, 2842, 2844, 2846, 2848, 2850, 2852, 2854, 2856, 2858, 2860, 2862, 2864, 2866, 2868, 2870, 2872, 2874, 2876, 2878, 2880, 2882, 2884, 2886, 2888, 2890, 2892, 2894, 2896, 2898, 2900, 2902, 2904, 2906, 2908, 2910, 2912, 2914, 2916, 2918, 2920, 2922, 2924, 2926, 2928, 2930, 2932, 2934, 2936, 2938, 2940, 2942, 2944, 2946, 2948, 2950, 2952, 2954, 2956, 2958, 2960, 2962, 2964, 2966, 2968, 2970, 2972, 2974, 2976, 2978, 2980, 2982, 2984, 2986, 2988, 2990, 2992, 2994, 2996, 2998, 3000, 3002, 3004, 3006, 3008, 3010, 3012, 3014, 3016, 3018, 3020, 3022, 3024, 3026, 3028, 3030, 3032, 3034, 3036, 3038, 3040, 3042, 3044, 3046, 3048, 3050, 3052, 3054, 3056, 3058, 3060, 3062, 3064, 3066, 3068, 3070, 3072, 3074, 3076, 3078, 3080, 3082, 3084, 3086, 3088, 3090, 3092, 3094, 3096, 3098, 3100, 3102, 3104, 3106, 3108, 3110, 3112, 3114, 3116, 3118, 3120, 3122, 3124, 3126, 3128, 3130, 3132, 3134, 3136, 3138, 3140, 3142, 3144, 3146, 3148, 3150, 3152, 3154, 3156, 3158, 3160, 3162, 3164, 3166, 3168, 3170, 3172, 3174, 3176, 3178, 3180, 3182, 3184, 3186, 3188, 3190, 3192, 3194, 3196, 3198, 3200, 3202, 3204, 3206, 3208, 3210, 3212, 3214, 3216, 3218, 3220, 3222, 3224, 3226, 3228, 3230, 3232, 3234, 3236, 3238, 3240, 3242, 3244, 3246, 3248, 3250, 3252, 3254, 3256, 3258, 3260, 3262, 3264, 3266, 3268, 3270, 3272, 3274, 327

CLARENCE A. MARL P.S.
FELDER CREDIT - LAW & B., 1951

**PALM BEACH COUNTY
ENGINEERING AND PUBLIC WORKS
BROADWAY PRODUCTION**
2500 NORTH US 1 ROAD
WEST PALM BEACH, FL 33411



DATE	NO.	REV.	BY	DATE
1/1/80	1	1	1	1/1/80

SCALE: AS NOTED
 APPROVED: S. M. W.
 DRAWN: P. A. L.
 CHECKED: W. L. F.
 DATES: 6/1/78

0-111
 P.B.I.A. LEASE PARCEL
 N-11 WPB
 BOUNDARY SURVEY
 DESIGN FILE NAME
 114 259/DGN
 DWG. NO.
 0 114 2594

SHEET 1
OF 3
PROJECT NO.
9014017

EXHIBIT B
Survey
2 of 3



EXHIBIT C
Existing Future Land Use Map Designation
1 of 2

Existing Future Land Use Map

N.T.S.

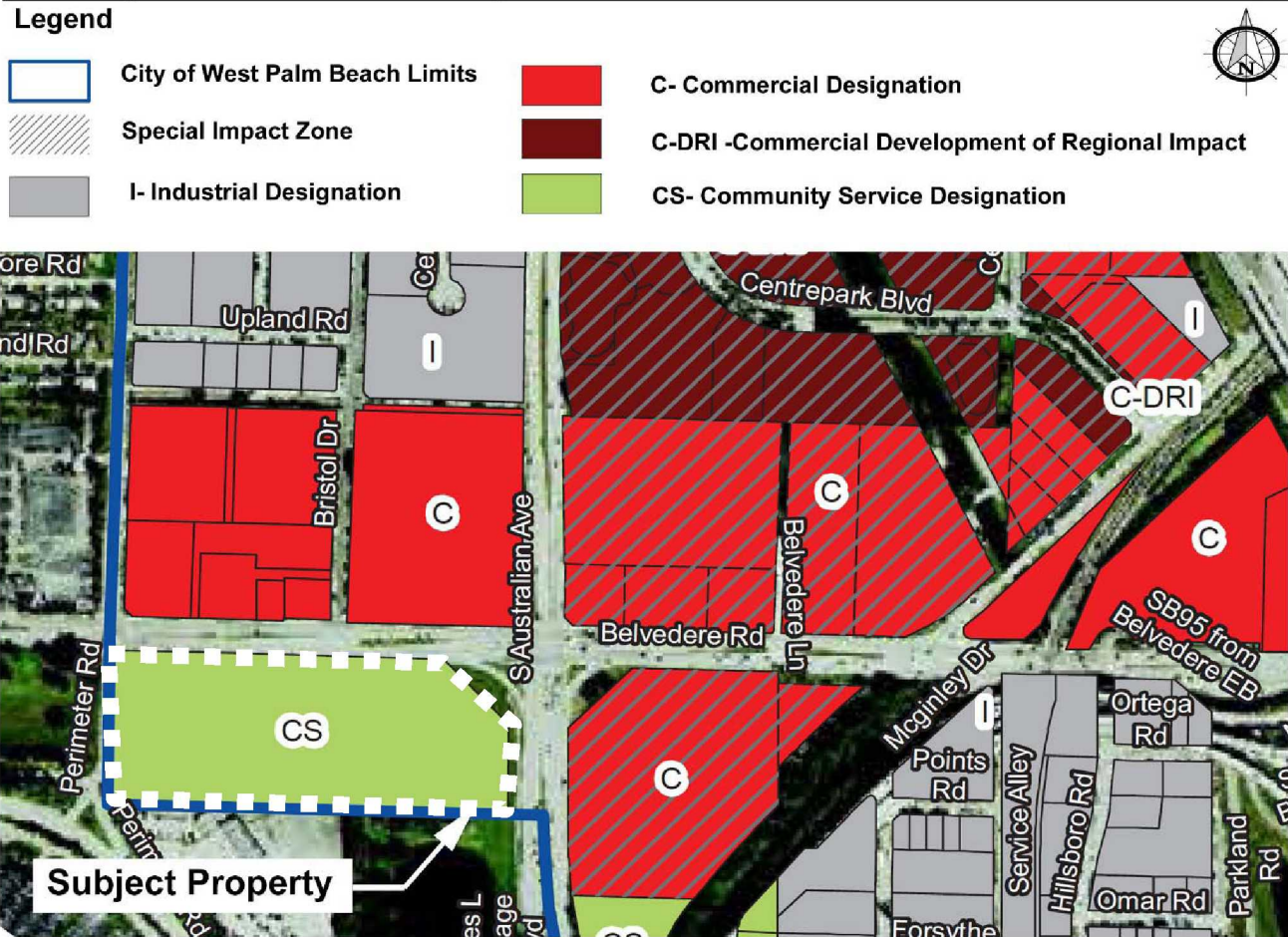









EXHIBIT C
Proposed Future Land Use Map Designation
2 of 2

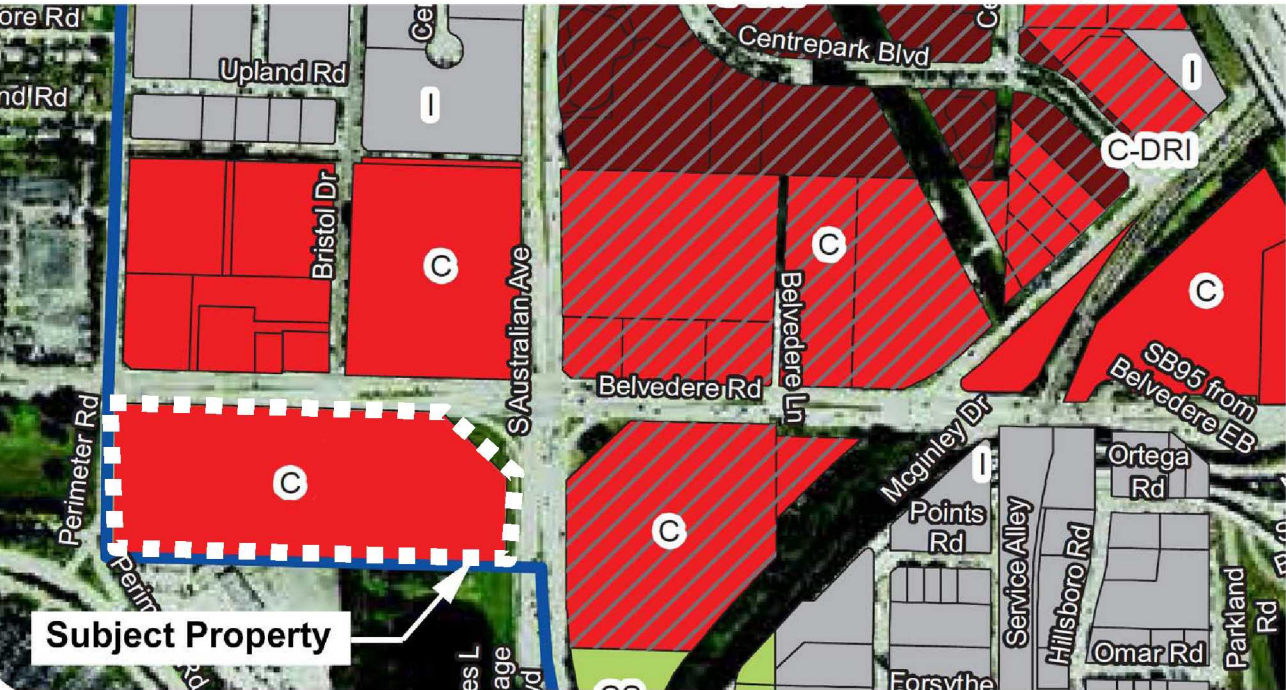
Proposed Future Land Use Map

N.T.S.

Legend

	City of West Palm Beach Limits		C- Commercial Designation
	Special Impact Zone		C-DRI -Commercial Development of Regional Impact
	I- Industrial Designation		CS- Community Service Designation





**EXHIBIT “2”
TO
ATTACHMENT “4”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)**

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AMENDING THE ZONING MAP OF THE CITY OF WEST PALM BEACH BY REZONING AN APPROXIMATELY 12.38 ACRE PROPERTY LOCATED AT 1600 BELVEDERE ROAD FROM A COMMUNITY SERVICE (CS) ZONING DISTRICT TO A GENERAL COMMERCIAL (GC) ZONING DISTRICT; DECLARING THIS ZONING MAP AMENDMENT TO BE CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY; REVISING THE ZONING MAP OF THE CITY ACCORDINGLY; PROVIDING A CONFLICT CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

* * * * *

WHEREAS, Collene Walter of Urban Design Kilday Studios, on behalf of Palm Beach County Department of Airports, has requested to change the Zoning Map district of an approximately 12.38 acre parcel located at 1600 Belvedere Road from Community Service (CS) to General Commercial (GC); and

WHEREAS, upon approval of Ord. No. 4646-16, the subject property will have a Future Land Use designation of Commercial (C); and

WHEREAS, the General Commercial (GC) zoning district is consistent with the Commercial Future Land Use designation; and

WHEREAS, the Zoning Map amendment is consistent with the standards provided in Section 94-32 of the City's Zoning and Land Development Regulations; and

WHEREAS, the Planning Board recommended to approve (7-0) the rezoning request to the City Commission after a Public Hearing on June 21, 2016; and

WHEREAS, the Public Hearing was advertised in the Palm Beach Post and the Proof of Publication is housed in the Planning Division records. Additionally, the Planning Division records evidence that individual notices of the Public Hearing were mailed to all property owners within 500 feet of the subject property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, that:

SECTION 1: The City Commission hereby finds and determines that the amendment to the Zoning Map of the City of West Palm Beach, Florida, described in this Ordinance, is consistent with the Comprehensive Plan of the City adopted pursuant to Section 163.3161, et seq., Florida Statutes.

SECTION 2: The City Commission hereby determines that the Zoning Map amendment is consistent with the standards provided in Section 94-32 of the Zoning and Land Development Regulations based on the following findings:

- A. **Consistency with Comprehensive Plan-** The proposed rezoning is concurrent with a future land use amendment. The proposed Community Service Planned Development zoning is compatible with the proposed Community Service land use designation.
- B. **Changed Conditions-** The updated Airport Master Plan adopted by the Palm Beach County Department of Airports reflects that this property is no longer intended to be used for airport operations.
- C. **Consistency with Land Development Code-**The proposed rezoning is consistent with the City of West Palm Beach's land development regulations. The proposed zoning district is consistent with the proposed FLU and approved use.
- D. **Consistency with Use-** The property is located in the immediate vicinity of commercial type uses. The General Commercial zoning designation is consistent with the existing and future development of the area.
- E. **Capacity of Public Facilities-** A level of services (LOS) analysis was prepared by the applicant utilizing maximum development potential. The proposed General Commercial (GC) zoning and Commercial (C) Future Land Use designation will not result in any public facilities to exceed their capacity.
- F. **Natural Resources** – It is not anticipated that the development will have a significant impact on any natural resources. The site contains some trees and a small drainage ditch. Tree removal and replacement will be addressed at site plan review. Drainage will be addressed at site plan review.
- G. **Property Values** - Proposed General Commercial (GC) Zoning District will allow a large array of commercial/ retail, restaurant and office uses, which create jobs and spur the excitement of an already commercial center of the city. No residential uses are located nearby.
- H. **Logical Development Pattern-** The proposed General Commercial (GC) zoning designation will not have a negative effect on the development patterns of the surrounding area. The subject property is immediately adjacent to commercial-type uses. Any development that could occur under the proposed zoning designation would be consistent with the existing and potential uses in the area. Thereby, the request will continue to provide for an orderly and logical development pattern.

SECTION 3: The Zoning Map of the City of West Palm Beach, Florida, is hereby amended by assigning a General Commercial (GC) zoning designation to approximately 12.38 acres of real property legally described in **EXHIBIT A** shown by survey in **EXHIBIT B** with existing and proposed zoning maps **EXHIBIT C**.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: This Ordinance shall take effect as of the effective date of the Future Land Use Map amendments described in Ordinance No. 4646-16 (the "Effective Date").

FIRST READING THIS 1ST DAY OF AUGUST, 2016.

SECOND READING AND PASSAGE THIS 24TH DAY OF OCTOBER, 2016.



ATTEST:

X *Hazeline F. Carson*

CITY CLERK
Signed by: Hazeline Carson

**CITY OF WEST PALM BEACH BY
ITS CITY COMMISSION:**

X *Geraldine Muoio*

PRESIDING OFFICER
Signed by: Geraldine Muoio

**APPROVED AS TO FORM AND
LEGALITY:**

10/21/2016

X *Nancy Urcheck*

CITY ATTORNEY
Signed by: NUrcheck

EXHIBIT A
Legal Description

PBIA LEASE PARCEL N-11 WPB
PROPERTY DESCRIPTION

A PARCEL OF LAND LOCATED WITHIN PALM BEACH INTERNATIONAL AIRPORT PROPERTY AS RECORDED IN OFFICIAL RECORD BOOK 619, PAGE 344 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SITUATED IN SECTION 32, TOWNSHIP 43 SOUTH, RANGE 43 EAST, CITY OF WEST PALM BEACH, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 32; THENCE SOUTH 00°45'40" WEST ALONG THE NORTH/SOUTH QUARTER SECTION LINE OF SAID SECTION 32, A DISTANCE OF 40.00 FEET TO A POINT LYING ON THE SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AS RECORDED IN ROAD BOOK 3, PAGE 94 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND THE POINT OF BEGINNING; THENCE SOUTH 88°26'29" EAST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 397.65 FEET; THENCE SOUTH 81°27'38" EAST ALONG THE PROPOSED SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AS SHOWN ON PALM BEACH COUNTY INTERSECTION IMPROVEMENT PLANS FOR BELVEDERE ROAD AND AUSTRALIAN AVENUE, PROJECT NO. 85068 - SHEET 5 OF 6 ON FILE IN THE OFFICE OF THE COUNTY ENGINEER, A DISTANCE OF 246.84 FEET TO A POINT ON A LINE LYING 70.00 FEET SOUTH OF (AS MEASURED AT RIGHT ANGLES TO) AND PARALLEL WITH SAID SECTION LINE; THENCE SOUTH 88°26'29" EAST ALONG SAID PARALLEL LINE AND PROPOSED RIGHT-OF-WAY LINE, A DISTANCE OF 384.48 FEET TO THE PROPOSED WESTERLY RIGHT-OF-WAY LINE OF AUSTRALIAN AVENUE AS SHOWN ON THE ROAD BOOK 5, PAGE 47 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA AND AS SHOWN ON PALM BEACH COUNTY PARCEL ACQUISITION MAP FOR AUSTRALIAN AVENUE, PROJECT NO 88525/88526 - SHEET 3 OF 5 ON FILE IN THE OFFICE OF THE COUNTY ENGINEER (THE NEXT TWO COURSES COINCIDE WITH SAID WESTERLY RIGHT-OF-WAY LINE); THENCE SOUTH 43°58'53" EAST, A DISTANCE OF 237.35 FEET; THENCE SOUTH 00°28'44" WEST, A DISTANCE OF 283.82 FEET TO THE SOUTH LINE OF THE CORPORATE LIMITS OF THE CITY OF WEST PALM BEACH, ALSO BEING THE SOUTH LINE OF THE NORTH 520.00 FEET OF THE NORTHWEST QUARTER (NW 1/4) OF THE ORTHEAST QUARTER (NE 1/4) OF SAID SECTION 32; THENCE NORTH 88°26'29" WEST ALONG SAID SOUTH LINE, A DISTANCE OF 1195.21 FEET TO SAID NORTH/ SOUTH QUARTER SECTION LINE; THENCE NORTH 00°45'40" EAST ALONG SAID NORTH/SOUTH QUARTER SECTION LINE, A DISTANCE OF 480.07 FEET TO SAID SOUTHERLY RIGHT-OF-WAY LINE OF BELVEDERE ROAD AND THE POINT OF BEGINNING.

THE PROPERTY AS SURVEYED CONTAINS 539,138 SQUARE FEET OF 12.3769 ACRES MORE OR LESS.

ORDINANCE NO. 4647-16

EXHIBIT B
Survey
2 of 3



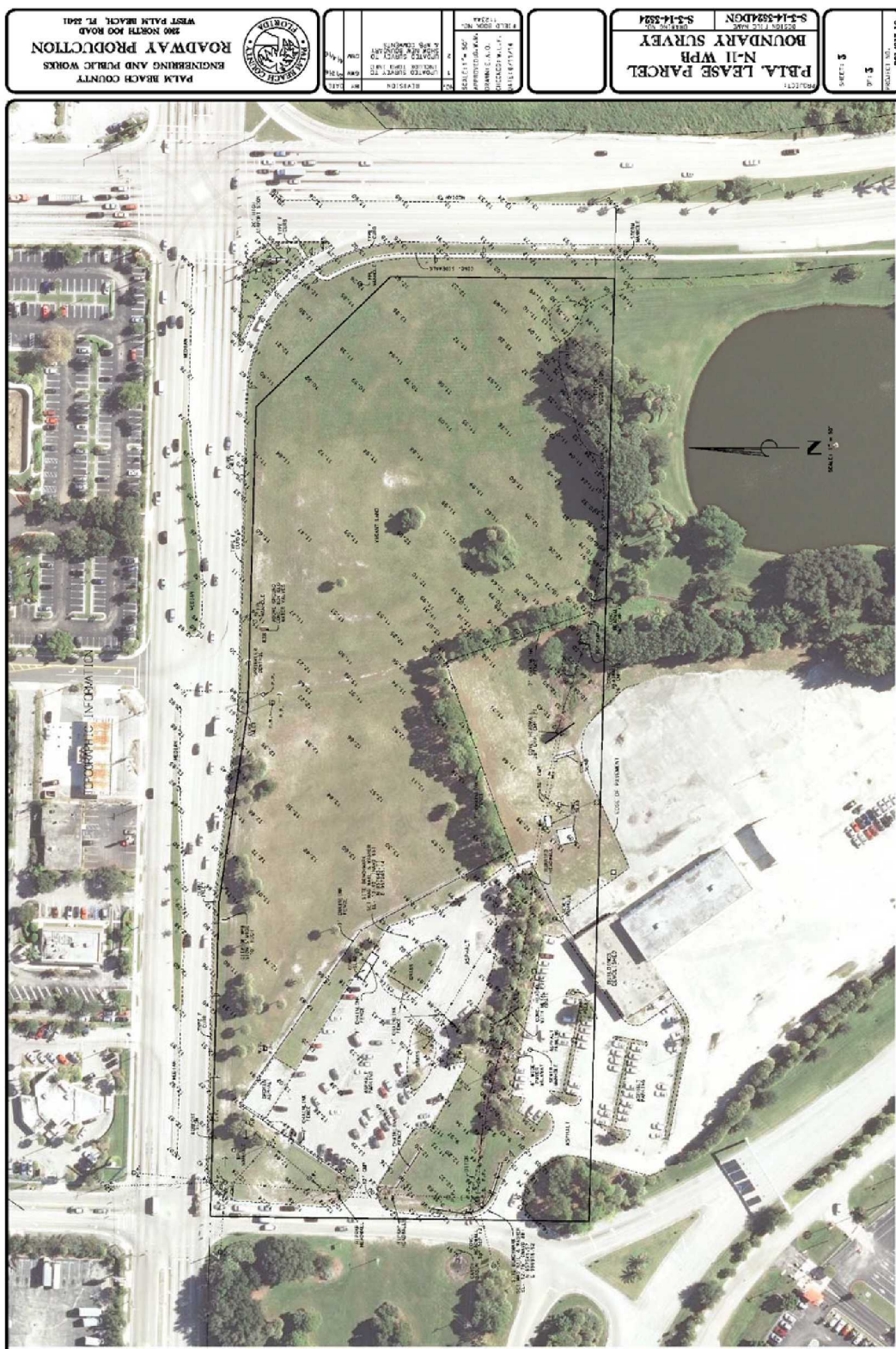


EXHIBIT C
Existing Zoning Map
1 of 2

Existing Zoning Map

N.T.S.

Legend



City of West Palm Beach Limits



Office Commercial District



Community Service District



Industrial District



General Commercial District



Commercial Planned Unit Development



Airport Commercial District

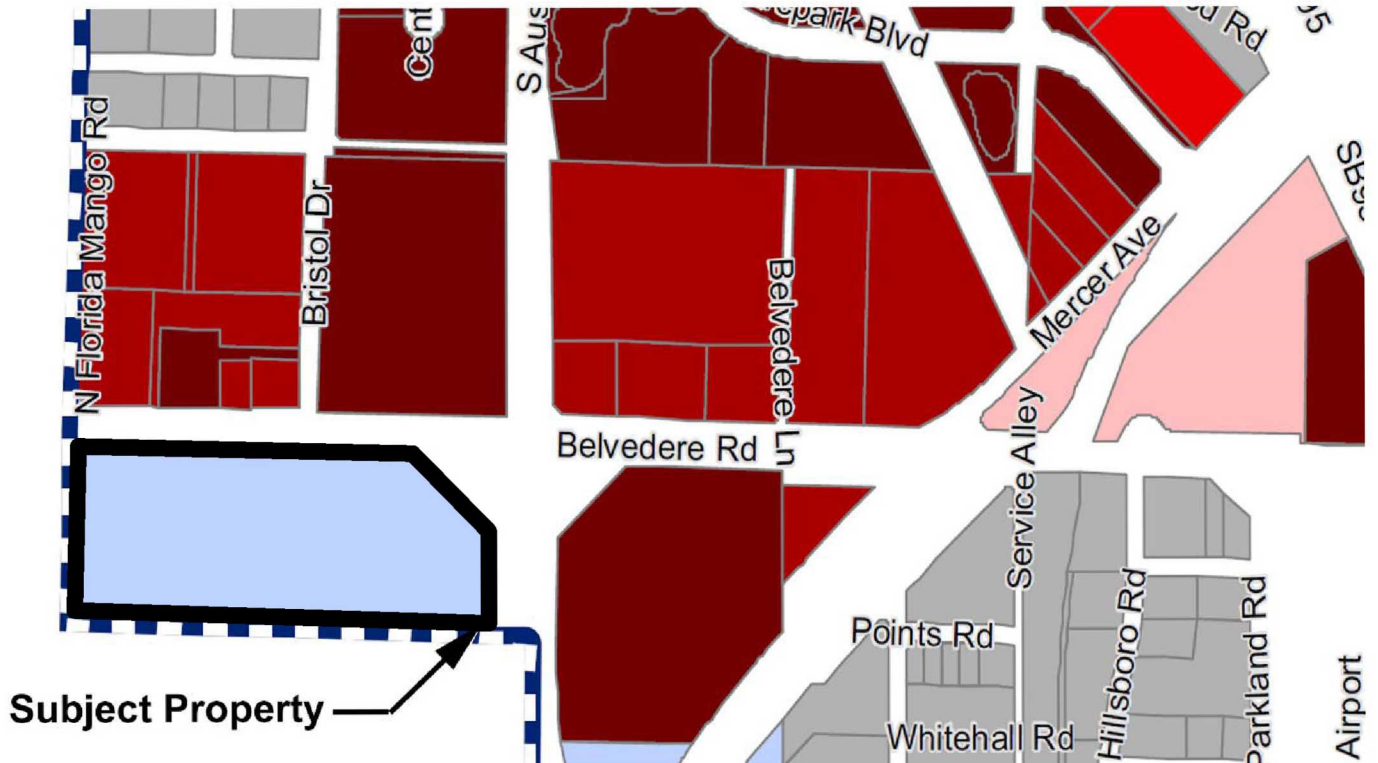








EXHIBIT C
Proposed Zoning Map
 2 of 2

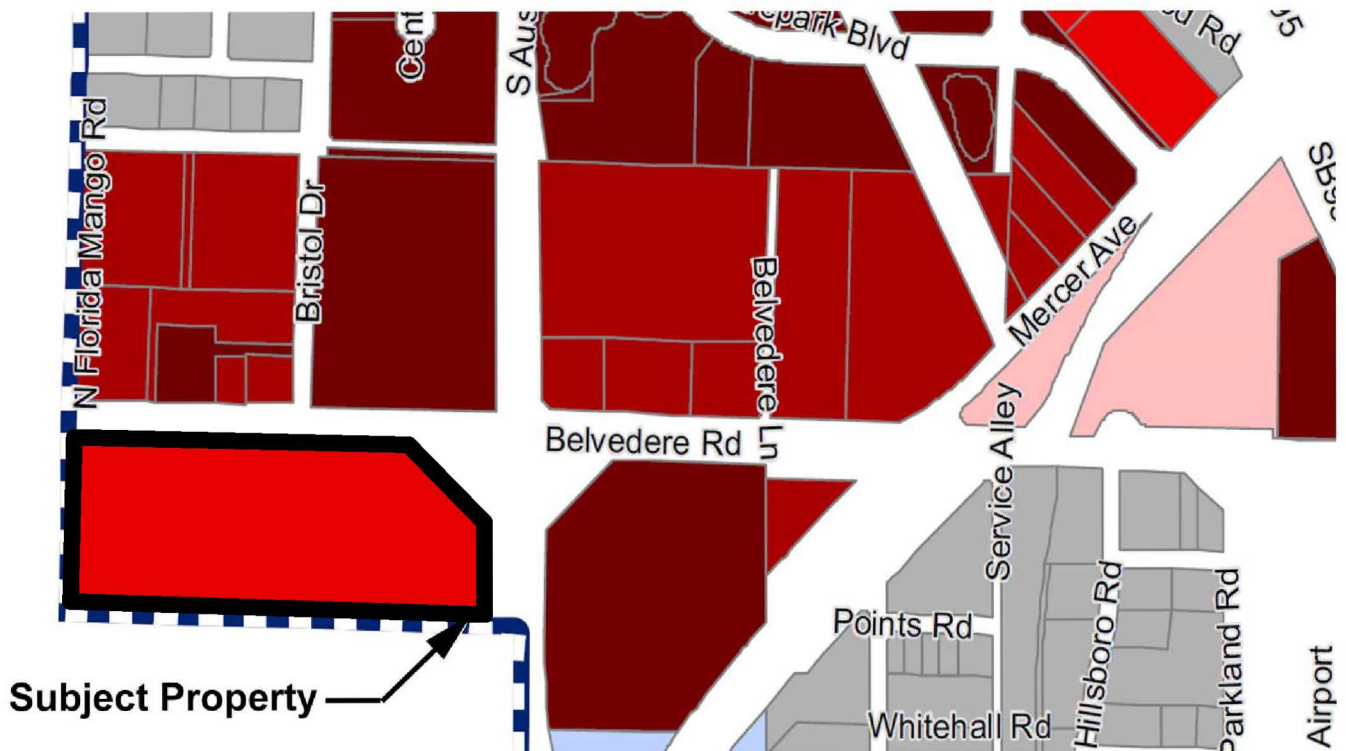
Proposed Zoning Map

N.T.S.

Legend



- | | | | |
|---|--------------------------------|---|-------------------------------------|
|  | City of West Palm Beach Limits |  | General Commercial District |
|  | Office Commercial District |  | Commercial Planned Unit Development |
|  | Community Service District |  | Airport Commercial District |
|  | Industrial District | | |



**EXHIBIT “3”
TO
ATTACHMENT “4”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)**



February 18, 2009

Ms. Collene Walter
Kilday & Associates, Inc.
1551 Forum Place, Suite 100A
West Palm Beach, FL 33401

**RE: PBIA Properties Rezoning
Review for Compliance with Traffic Performance Standards**

Dear Ms. Walter:

The Palm Beach County Traffic Division has reviewed the revised traffic analysis for the **PBIA Properties Rezoning** prepared by Pinder Troutman Consulting, Inc. and dated January 26, 2009, pursuant to the Traffic Performance Standards in Article 12 of the Palm Beach County Unified Land Development Code. The project is summarized as follows:

Location: Roughly bounded by Belvedere Road to the north, Australian Avenue to the east, Southern Blvd. to the south and Haverhill Road to the west, as shown on attached master plan

Existing and/or Approved:

Parcel A	8,963,715 annual passenger commercial airport 410 aircraft gen. aviation, 17,690 sf HT Restaurant
Parcel B (Golfview)	500,000 sf Industrial, 752,000 sf Warehouse, 250 room hotel, 2,050,000 sf Office
Parcel C	231,123 sf Govt. Office
Parcel F	56 SF units, 6 MF units, 1,224 sf Office, 2,026 SF Warehouse

Proposed Uses:

Parcel A	12,000,000 annual passenger commercial airport 137 aircraft gen. aviation
Parcel B	273 aircraft gen. aviation, 806,000 sf Industrial
Parcel C	231,123 sf Govt. Office
Parcel D	80,000 sf Retail, 5,000 sf FF Restaurant
Parcel E	Vacant
Parcel F	15,000 sf Pharmacy w/ DT, 250,000 sf Office, 374,000 sf Industrial, 3,000 sf Drive-in Bank, 5,000 sf FF Restaurant
Parcel G	130,000 sf Office
Parcel H	50,000 sf Industrial
Parcel I	200,000 sf Office, 260 room hotel
Net Daily Trips:	38,447 tpd
Net PH Trips:	2,688 (2,211/477) AM and 3,032 (772/2,260) PM
Build-Out:	Not applicable
Trip Distribution:	See attached graphics for each parcel

**Department of Engineering
and Public Works**

P.O. Box 21229

West Palm Beach, FL 33416-1229

(561) 684-4000

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Jeff Koons, Chairman

Burt Aaronson, Vice Chairman

Karen T. Marcus

Shelley Vana

District 4

Jess R. Santamaria

Addie L. Greene

County Administrator

Robert Weisman



*"An Equal Opportunity
Affirmative Action Employer"*



Ms. Collene Walter
February 18, 2009
Page 2

Based on our review, the Traffic Division has determined that the analysis as submitted meets the Traffic Performance Standards of Palm Beach County. Note that credits against project traffic were established for the approved/built uses for each of parcels A, C and F pursuant to Article 12.A.3.B of TPS and that credits against project traffic for parcel B (Golfview) were established by the Golfview settlement agreement. The analysis demonstrated compliance with TPS for the PBIA master plan by showing that the net peak hour trips associated with the proposed uses did not create a significant increase on any Link or Major Intersection. There is no build out date associated with this approval because the credits against project traffic upon which this approval is based were not regulated by a build out date and the proposed development program represents an insignificant impact over these vested trips.

However, pursuant to Article 12.A.3.B, "The credit shall be reduced as applicable based on any subsequent reduction of square footage or number of units built pursuant to master plan or site plan amendment..." Therefore, the credit available for future impact analyses is reduced by this approval to the lesser of the vested trips or the proposed trips on a link by link basis as shown on the attached tables. Any modification to the development program on the PBIA properties which creates a significant trip increase on any of these links must demonstrate compliance with TPS for the affected link(s) and intersection(s). Also, any modifications which create a reduction in the overall project impacts will result in a corresponding reduction in credit.

Please contact me at (561) 684-4030 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Nick Uhren".

Nick Uhren, P.E.

Sr. Professional Engineer, Traffic Division

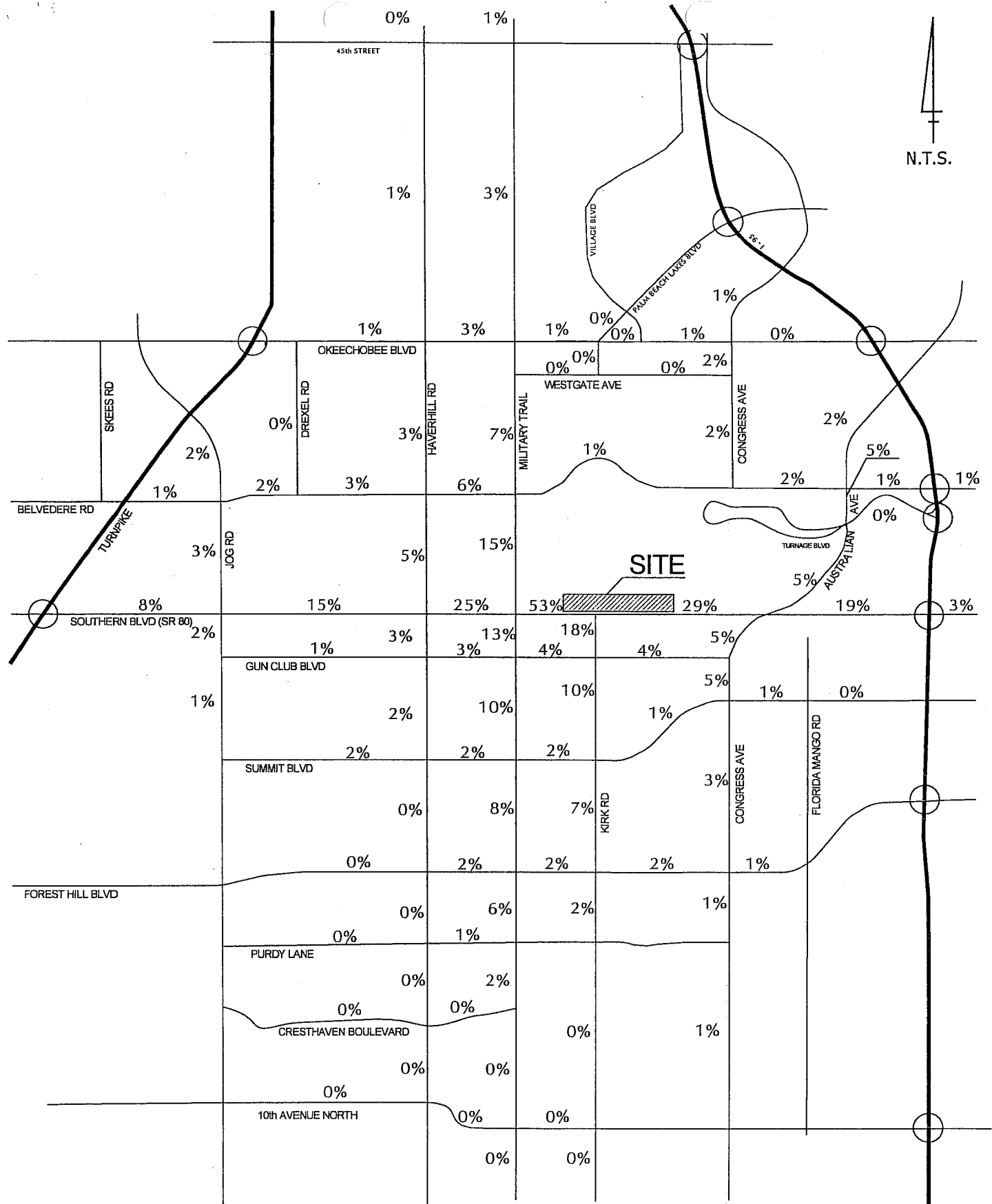
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Attachment: PBIA Master Plan – Traffic Analysis Exhibit
PBIA Parcel Trip Distribution Graphics
PBIA Credits Against Project Traffic Tables

cc: Andrea Troutman, P.E. – PTC, Inc. (w/ attachments)

File: General – TPS – Traffic Study Review

N:\TRAFFIC\Development Review\DR1 Review\PBIA\LTR (Walter) PBIA Approval 2-6-09.doc

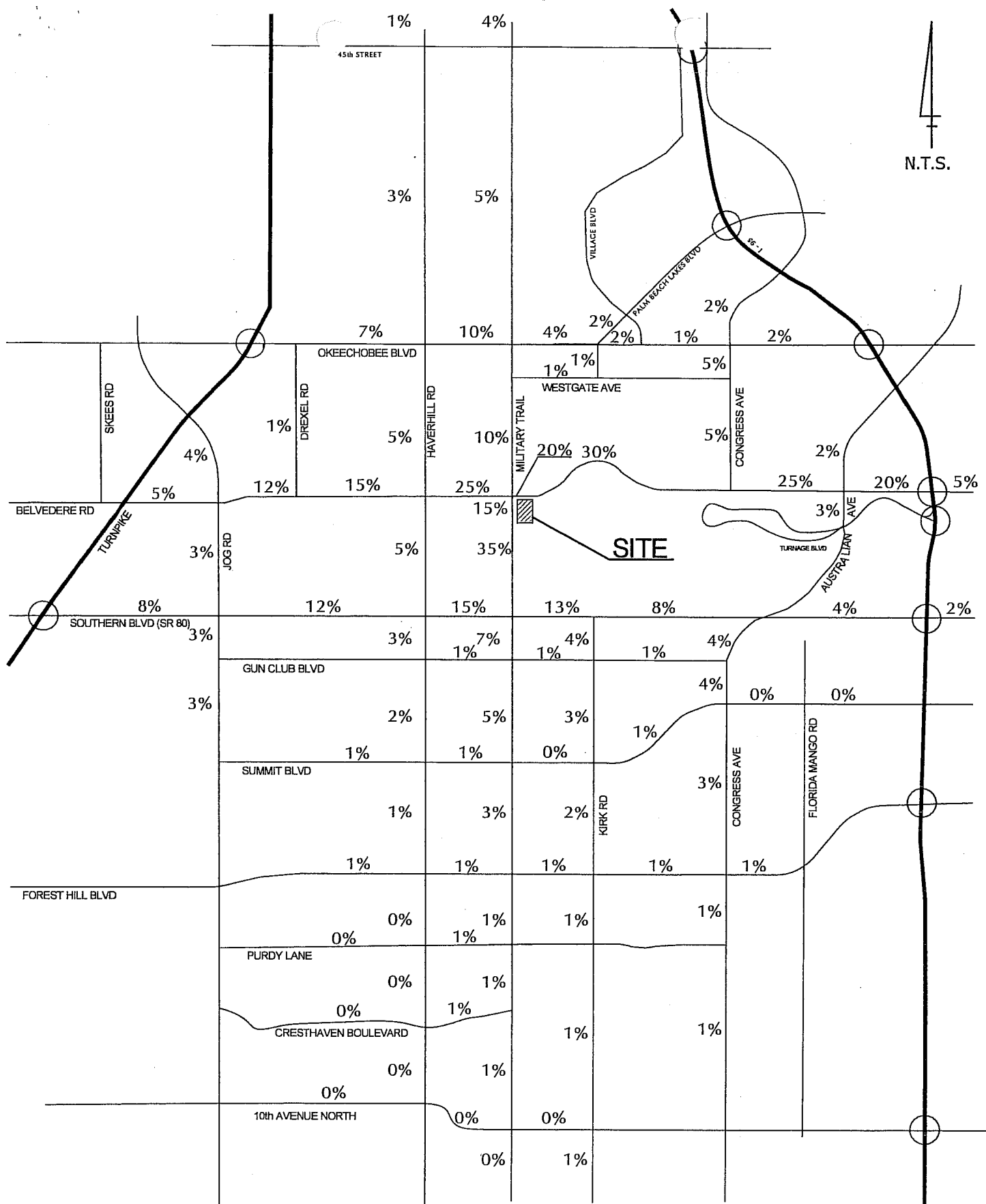


7/8/08
07-005H

PBIA
MASTER PLAN

ATTACHMENT 3A
PROJECT TRAFFIC DISTRIBUTION
PARCEL A - GEN. AVIATION/RESTAURANT

PTC



N.T.S.

1/26/09
08-003E

PBIA
MASTER PLAN

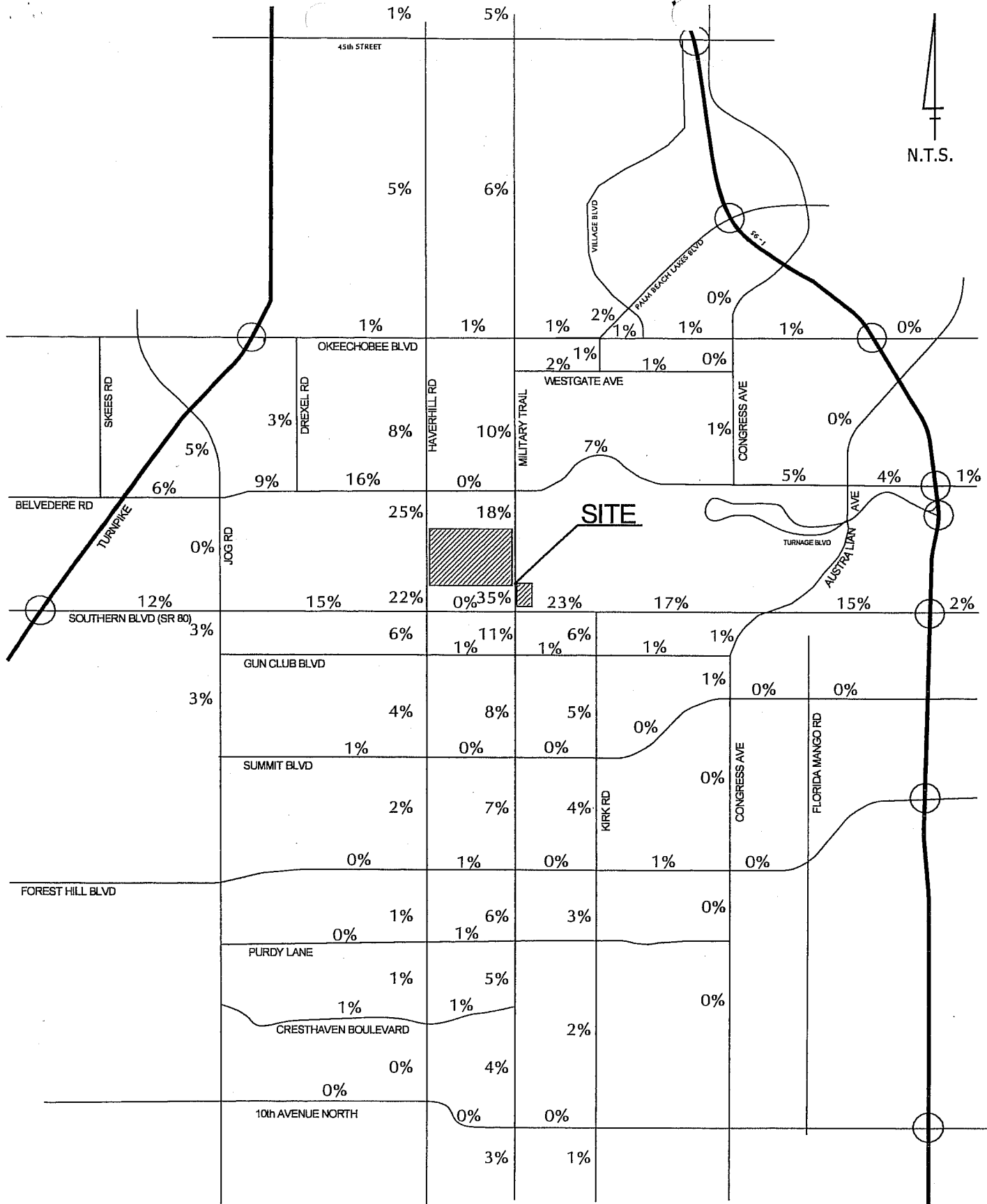
ATTACHMENT 3B
PROJECT TRAFFIC DISTRIBUTION
PARCEL B - GOLFVIEW

PTC



ATTACHMENT 3C
PROJECT TRAFFIC DISTRIBUTION
PARCELS C & D

PTC



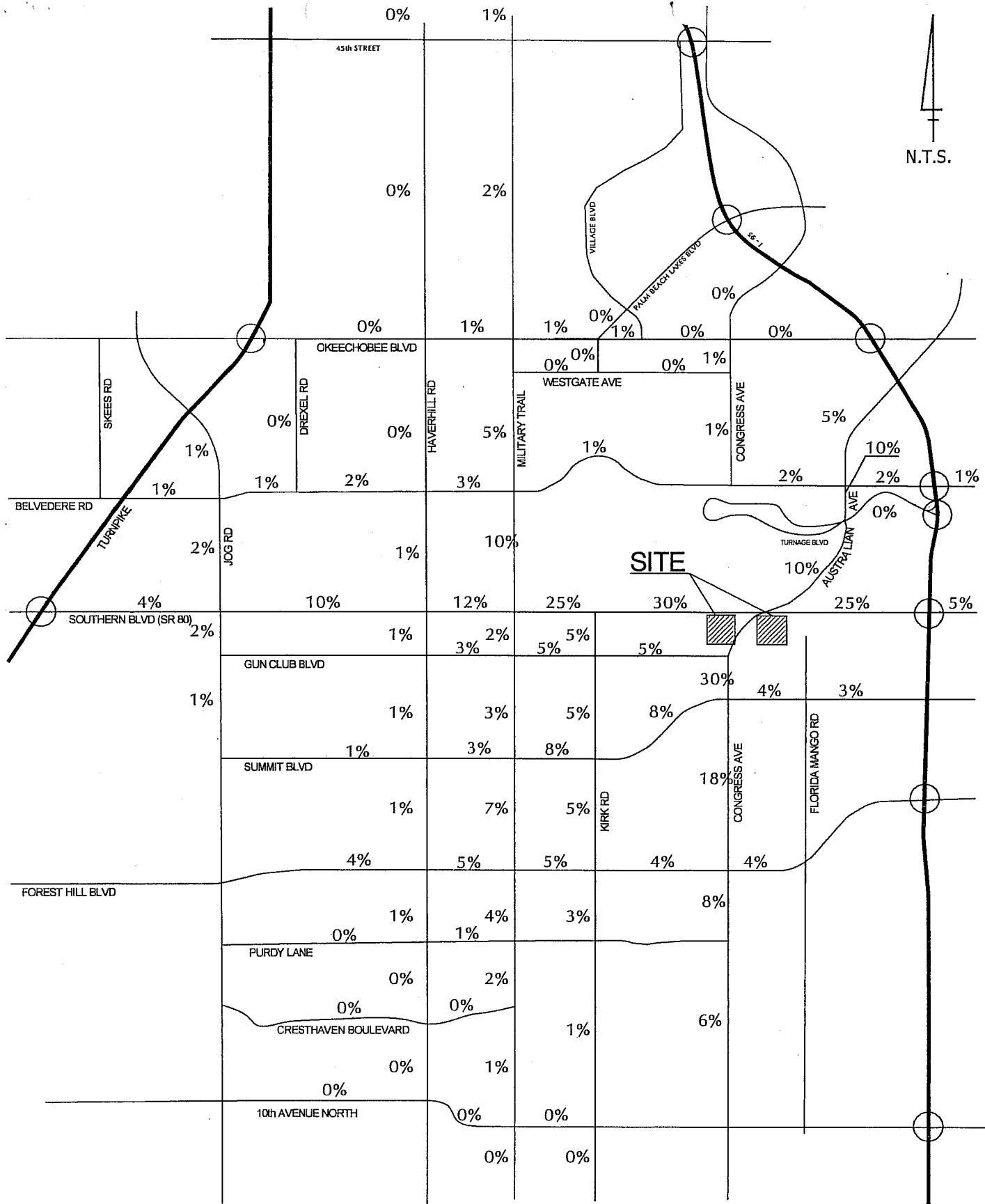
N.T.S.

6/18/08
07-005H

PBIA
MASTER PLAN

ATTACHMENT 3D
PROJECT TRAFFIC DISTRIBUTION
PARCEL F - RUNWAY 9L

PTC

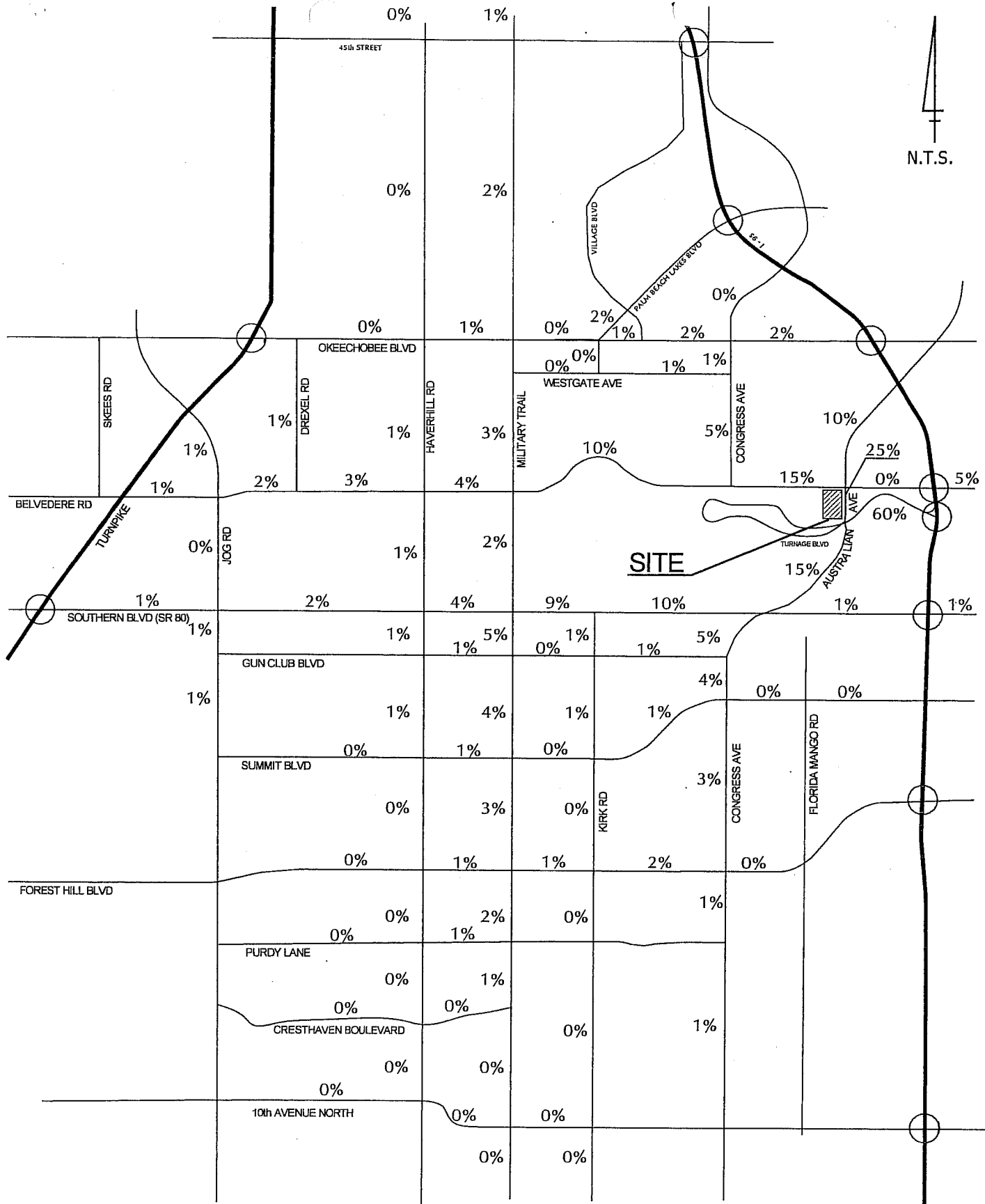


6/18/08
07-005H

PBIA
MASTER PLAN

ATTACHMENT 3E
PROJECT TRAFFIC DISTRIBUTION
PARCELS G & H

PTC



N.T.S.

SITE

6/18/08
07-005H

**PBIA
MASTER PLAN**

**ATTACHMENT 3F
PROJECT TRAFFIC DISTRIBUTION
PARCEL I**

PTC

PBIA Resultant Trip Credits for TPS

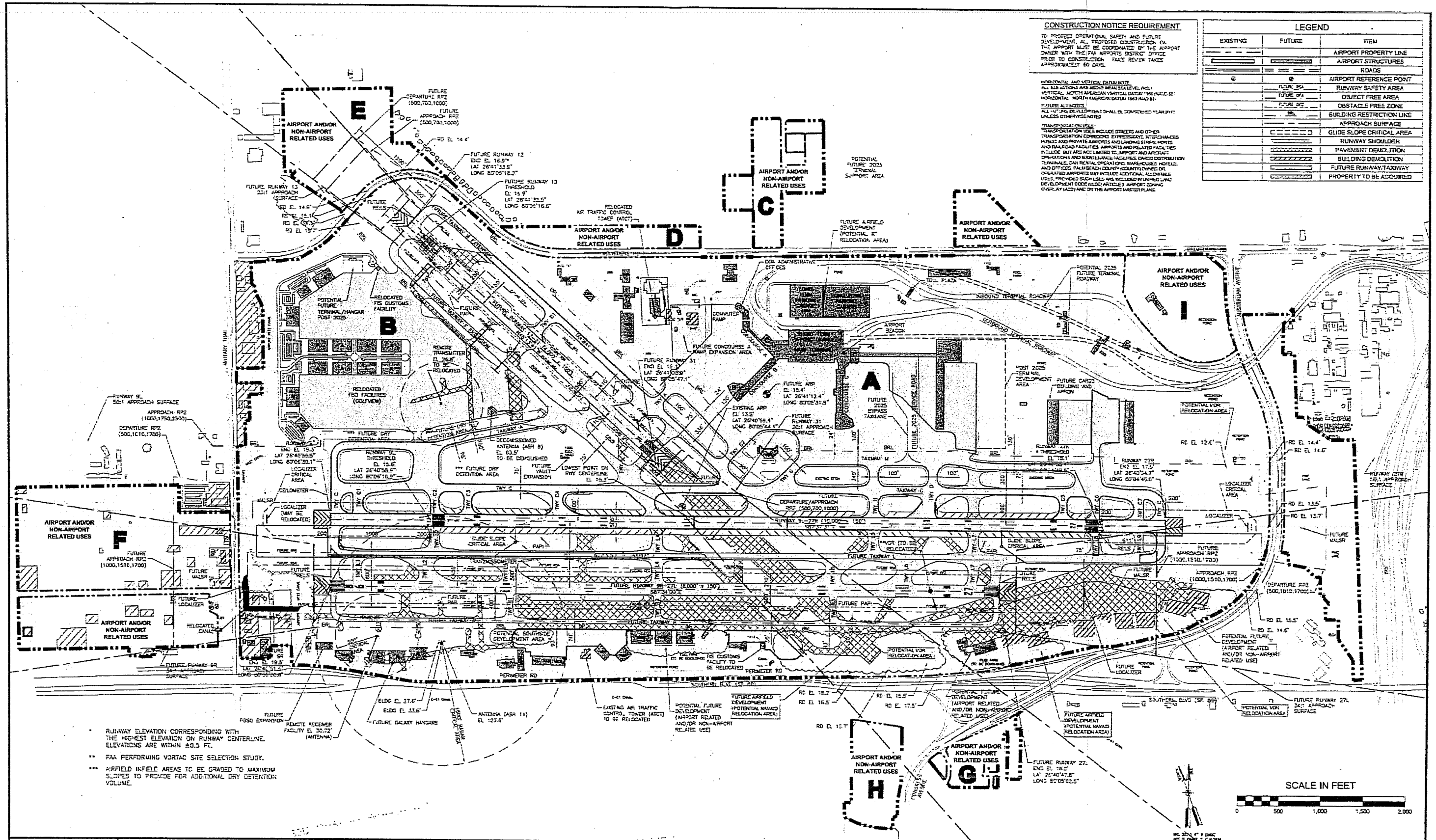
Roadway	From	To	AM Peak Hour			PM Peak Hour		
			Exist. & App.	Proposed	Final Credit	Exist. & App.	Proposed	Final Credit
Okeechobee Blvd	Florida Turnpike	Haverhill Rd	389	101	101	350	129	129
	Haverhill Rd	Military Tr	536	114	114	484	136	136
	Military Tr	Palm Beach Lakes Blvd	209	39	39	187	44	44
	Palm Beach Lakes Blvd	Congress Ave	111	42	42	101	50	50
	Congress Ave	I-95	108	40	40	98	46	46
Westgate Ave	Military Tr	Congress Ave	55	32	32	51	35	35
	Skees Rd	Jog Rd	266	96	96	241	106	106
	Jog Rd	Drexel Rd	648	205	205	585	236	236
Belvedere Rd	Drexel Rd	Haverhill Rd	813	301	301	735	341	341
	Haverhill Rd	Military Tr	1349	294	294	1215	357	357
	Military Tr	Congress Ave	1702	573	573	1534	728	728
	Congress Ave	Australian Ave	1421	507	507	1282	631	631
	Australian Ave	I-95	1122	330	330	1010	421	421
	I-95	Dixie Hwy	273	91	91	246	106	106
	Fla Turnpike Entrance	Jog Rd	444	178	178	405	191	191
Southern Blvd	Jog Rd	Haverhill Rd	672	256	256	617	279	279
	Haverhill Rd	Military Tr	849	183	183	779	208	208
	Military Tr	Kirk Rd	831	400	400	788	431	431
	Kirk Rd	Congress Ave	503	326	326	475	344	344
	Congress Ave	I-95	273	227	227	261	242	242
	I-95	Dixie Hwy	114	53	53	107	58	58
	Haverhill Rd	Military Tr	63	32	32	60	36	36
Gun Club Rd	Military Tr	Kirk Rd	63	28	28	60	31	31
	Kirk Rd	Congress Ave	66	37	37	63	41	41
	Jog Rd	Haverhill Rd	58	18	18	54	20	20
	Haverhill Rd	Military Tr	60	24	24	56	27	27
Summit Blvd	Military Tr	Kirk Rd	6	21	6	7	21	7
	Kirk Rd	Congress Ave	57	36	36	52	39	39
	Congress Ave	Florida Mango Rd	3	10	3	3	11	3
	Florida Mango Rd	I-95	0	7	0	0	8	0
	Jog Rd	Sherwood Forest Blvd	51	17	17	46	18	18
	Sherwood Forest Blvd	Haverhill Rd	52	25	25	47	26	26
	Haverhill Rd	Military Tr	60	29	29	56	32	32
Forest Hill Blvd	Military Tr	Kirk Rd	60	29	29	56	32	32
	Kirk Rd	Congress Ave	63	43	43	59	49	49
	Congress Ave	Florida Mango Rd	54	17	17	49	19	19

PBIA Resultant Trip Credits for TPS

Roadway	From	To	AM Peak Hour			PM Peak Hour		
			Exist. & App.	Proposed	Final Credit	Exist. & App.	Proposed	Final Credit
Purdy Ln	Sherwood Forest Blvd	Haverhill Rd	0	0	0	0	0	0
	Haverhill Rd	Military Tr	58	26	26	53	30	30
Cresthaven Blvd	Sherwood Forest Blvd	Haverhill Rd	1	8	1	1	8	1
	Haverhill Rd	Military Tr	52	15	15	47	16	16
10th Ave N	Jog Rd	Haverhill Rd	0	0	0	0	0	0
	Haverhill Rd	Military Tr	0	0	0	0	0	0
	Military Tr	Kirk Rd	0	0	0	0	0	0
	Summit Blvd	Gun Club Rd	161	57	57	145	63	63
Jog Rd	Gun Club Rd	Southern Blvd	164	61	61	149	65	65
	Southern Blvd	Belvedere Rd	166	36	36	152	44	44
	Belvedere Rd	Okeechobee Blvd	227	98	98	207	113	113
	Okeechobee Bl	Belvedere Rd	56	40	40	51	43	43
Drexel Rd	Cresthaven Blvd	Purdy Ln	0	0	0	0	0	0
Sherwood Forest Blvd	Purdy Ln	Forest Hill Blvd	0	0	0	0	0	0
	Lake Worth Rd	10th Ave N	0	0	0	0	0	0
Haverhill Rd	10th Ave N	Cresthaven Blvd	0	0	0	0	0	0
	Cresthaven Blvd	Purdy Ln	1	8	1	1	8	1
	Purdy Ln	Forest Hill Blvd	1	10	1	1	11	1
	Forest Hill Blvd	Summit Blvd	52	25	25	48	28	28
	Summit Blvd	Gun Club Rd	114	59	59	105	64	64
	Gun Club Rd	Southern Blvd	168	82	82	156	90	90
	Southern Blvd	Belvedere Rd	293	255	255	271	276	271
	Belvedere Rd	Okeechobee Blvd	286	132	132	261	153	153
	Okeechobee Blvd	Community Dr	162	66	66	147	73	73
	Community Dr	Roebuck Rd	55	15	15	50	17	17
Military Trail	Lake Worth Rd	10th Ave N	2	24	2	2	25	2
	10th Ave N	Cresthaven Blvd	54	41	41	49	45	45
	Cresthaven Blvd	Purdy Ln	63	62	62	60	66	60
	Purdy Ln	Forest Hill Blvd	179	99	99	168	110	110
	Forest Hill Blvd	Summit Blvd	190	125	125	177	137	137
	Summit Blvd	Gun Club Rd	301	146	146	279	165	165
	Gun Club Rd	Southern Blvd	416	193	193	385	215	215
	Southern Blvd	SITE	1884	620	620	1707	685	685
	SITE	Belvedere Rd	849	336	336	776	379	379
	Belvedere Rd	Okeechobee Bl	566	224	224	515	259	259
	Okeechobee Bl	Community Dr	276	113	113	253	127	127
	Community Dr	Roebuck Rd	222	93	93	202	103	103
	Roebuck Rd							

PBIA Resultant Trip Credits for TPS

Roadway	From	To	AM Peak Hour			PM Peak Hour		
			Exist. & App.	Proposed	Final Credit	Exist. & App.	Proposed	Final Credit
Kirk Rd	10th Ave N	Cresthaven Blvd	52	15	15	47	16	16
	Cresthaven Blvd	Purdy Ln	52	25	25	48	28	28
	Purdy Ln	Forest Hill Blvd	59	39	39	55	42	42
	Forest Hill Blvd	Summit Blvd	125	61	61	118	67	67
	Summit Blvd	Gun Club Rd	184	82	82	174	88	88
	Gun Club Rd	Southern Blvd	260	100	100	248	109	109
PB Lakes Blvd	Westgate Ave	Okeechobee Blvd	52	15	15	47	16	16
	Okeechobee Blvd	Village Blvd	106	44	44	97	48	48
Australian Ave	Southern Blvd	PBIA (Turnage Blvd)	186	146	146	171	163	163
	PBIA (Turnage Blvd)	Belvedere Rd	186	191	186	171	208	171
	Belvedere Rd	Okeechobee Bl	129	106	106	119	125	119
	10th Ave N	Purdy Ln	57	31	31	52	34	34
Congress Ave	Purdy Ln	Forest Hill Blvd	57	36	36	52	39	39
	Forest Hill Blvd	Summit Blvd	169	95	95	155	103	103
	Summit Blvd	Gun Club Rd	231	149	149	210	161	161
	Gun Club Rd	Southern Blvd	233	245	233	213	259	213
	Belvedere Rd	Westgate Ave	290	113	113	262	138	138
	Westgate Ave	Okeechobee Blvd	284	86	86	257	107	107
	Okeechobee Blvd	Palm Beach Lakes Blvd	114	36	36	104	44	44



**EXHIBIT “4”
TO
ATTACHMENT “4”
LEASE AND DEVELOPMENT OF VACANT LAND FOR COMMERCIAL USES
(RFP #PB 17-3)**



Development Services

FOR OFFICIAL USE ONLY

UPON APPLICATION SUBMITTAL,
INSERT RECEIVED DATE STAMP HERE

2016 DEVELOPMENT APPLICATION

PRE-SUBMITTAL REQUIREMENTS:

1. It is required that the applicant, or a representative, meet with a Planner prior to completing this application. Adequate time shall be provided prior to an application deadline.
2. The applicant must fill out and sign the form below, and provide all material listed on **page 2** of this application.
3. The applicant or a representative must schedule an appointment with a Planner to submit the application.

TYPE OF APPLICATION: _____

PROJECT NAME: _____

PROJECT LOCATION: Street Address: _____

City: West Palm Beach State: FL Zip Code: _____

PROPERTY CONTROL NUMBER: _____ - _____ - _____ - _____ - _____ - _____ - _____ (If more than one PCN is included in the application request, please check here ☐ and attach a list of all PCNs involved.)

PROPERTY OWNER: _____

APPLICANT: _____

AGENT/CONTACT PERSON: _____

PHONE NO.: _____ FAX NO.: _____ E-MAIL: _____

MAILING ADDRESS: Street Address: _____

City: _____ State: _____ Zip Code: _____

(I) (WE) affirm and certify that (I) (WE) understand and will comply with the provisions and regulations of the City of West Palm Beach Zoning and Land Development Regulations. (I) (WE) further certify that the above statements and the statements and showings made in any paper or plans submitted herewith are true to the best of (my) (our) knowledge and belief. Further, (I) (WE) understand that the application, attachments and fees become part of the Official Records of the Development Services Department – Planning Division and are not returnable. (I) (WE) also recognize that if one or more deficiencies exist in the application, (I) (WE) will be notified of the deficient items, and the department shall take no further action on the application until the required information is submitted. (I) (WE) understand that misrepresentation of information contained within this application may be cause to void any development approvals associated with this application.

SIGNATURE OF APPLICANT: _____ DATE: _____

IMPORTANT!

All applicants may be required to meet with the appropriate NEIGHBORHOOD ASSOCIATIONS and/or DISTRICT COMMISSIONERS as part of the review process. Please contact the Neighborhood Services Division (561) 822-1413 and/or the City Commission Office (561) 822-1390 to schedule necessary meetings. Please advise the Development Services Department – Planning Division (561) 822-1435, of the date, time, and location of such meetings, or for more information.

A. REQUIRED MATERIALS

Please refer below to determine the materials required for a specific type of application. The Development Services Director or his/her designee has the discretion to require from the applicant additional studies, data, or analysis upon an evaluation of the application. The application may not move forward until this additional information is provided. The Development Services Director or his/her designee shall allow the applicant reasonable time to prepare and submit this information.

Type of Application	Deadline & Meeting Dates	Application Fee	Advertisement Fee	Engineering Services Fee	Concurrency	Project Fact Sheet	Justification Letter	Address Lists, Envelopes & Sign Posting	Architectural Drawings	Site Plan & Landscape Plan	Tree Alteration Permit	Survey	Warranty Deed & Owner's Consent	Professional Certification	City Service & Public Utility Letters	Traffic Study	Unified Control	Market Study	Standards for Code Compliance	Other Requirements
	B	C			D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
Annexation	X		\$1616			1	15	2				15	1		1				1	3
Certificate of Conformity	X	\$200		*		1									1				1	15
Class A Special Use Permit	X	\$3000 + \$600 Per Waiver	\$216	\$424	*	*	15	2	15	15	*	15	1	1	1	*	1		1	*
Dev. of Regional Impact (DRI)	X	\$5000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	3		*	1	
DRI Amendment (Major)	X	\$3000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	*		*	1	
DRI Amendment (Minor)	X	\$1000		*	*	1	6/15		*	6/15	*	*	1		*					
Dev. of Significant Impact (DSI)	X	\$3000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	3	1	*	1	
DSI Amendment (Major)	X	\$3000	\$216	\$848	2	1	15	2	15	15		15	1	1	1	*		*	1	
DSI Amendment (Minor)	*	\$300		*	*	1	6/15		*	6/15	*	*	1		*					
Development Agreement	X		\$216	\$848																
Future Land Use Map Amendment No application fee when submitted with an annexation.	X	\$3000	\$1616	\$212	2	1	15	3				15	1		1	*			1	1
Planned Development (PD)	X	\$3000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	3	1	*	1	1
PD Amendment (Major)	X	\$3000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	*		*	1	
PD Amendment (Minor)	*	\$300		*	*	1	6/15		*	6/15	*	*	1		*					
Rezoning No application fee when submitted with an annexation.	X	\$3000	\$216	\$212		1	15	2				15	1		1		1	*	1	
Site Plan Review (Informal-Level I)	X	\$1000		\$848	2	1	15		15	15	*	15	1		1	*			1	
Site Plan Amendment (Minor-Level I)		\$300		*	*	1	6/15		*	6/15	*	*	1		*				1	
Site Plan Review (Formal-Level II)	X	\$1500		\$848	2	1	15		15	15	*	15	1		1	*			1	
Site Plan Amendment (Minor-Level II)		\$300		*	*	1	6/15		*	6/15	*	*	1		*				1	
Site Plan Review (Level III)	X	\$3000	\$216	\$848	2	1	15	2	15	15	*	15	1	1	1	*		*	1	
Subdivision (Major - Replat)	X	\$3000	\$216	\$848	2	1	15	2		15	*	15	1		1				1	1
Subdivision (Minor - Plat)	X	\$600	\$216	\$636			6			6		6	1		1				1	1
Subdivision (Lot Split)	X	\$300		\$212			3			3	*	3	1		1				1	6
Text Change (ZLDRs)	X	\$3000	\$1616				15												1	

Key: (1-15) = Number of copies. (X) = Items required by the applicant. (*) = Items which may be required.

IMPORTANT: All items shall be submitted in hard copy format and electronic format. Additional formats may be required for certain items. Please refer to each item description for more information.

B. DEADLINE AND MEETING DATES

Application Deadline	Plans and Plats Review Committee	Planning Board (If Required)
December 16, 2015	January 13, 2016	February 17, 2016 (Wednesday)
January 20, 2016	February 10, 2016	March 15, 2016
February 9, 2016	March 9, 2016	May 17, 2016
March 8, 2016	April 13, 2016	June 21, 2016
April 12, 2016	May 11, 2016	July 19, 2016
May 10, 2016	June 8, 2016	August 16, 2016
June 7, 2016	July 13, 2016	September 20, 2016
July 12, 2016	August 10, 2016	October 18, 2016
August 9, 2016	September 14, 2016	November 15, 2016
September 13, 2016	October 12, 2016	December 20, 2016
October 11, 2016	November 9, 2016	January 18, 2017 (Wednesday)
November 8, 2016	December 14, 2016	February 21, 2017
December 13, 2016	January 11, 2017	March 21, 2017

All agendas and staff reports may be viewed online at: wpb.org/Meetings-Events/Meetings-List-Agendas
 Project information and Plans and Plats Review Committee comments may be viewed online at:
onestopshop.wpbgov.com/egovplus/zoning/zd_search.aspx

IMPORTANT (PLEASE READ THE FOLLOWING):

- All application deadlines are strictly enforced. See **page 2** for the types of applications which must comply with the deadlines specified above. The applicant must have an appointment with a Planner to submit the application. **All applications must be submitted to the Development Services Department – Planning Division office no later than 12:00 p.m. (noon) on the day of the deadline. In order to be accepted, the application must contain all required items and information described in the application.**
- Within ten (10) working days following the application deadline, the Development Services Director or his/her designee shall determine whether or not the application contains sufficient information for substantive reviews. The applicant will be notified of any deficiencies and the nature of the information necessary before a formal review of the application will be commenced.
- Following the Plans and Plats Review Committee meeting (**if required**) or the date review comments are issued to the applicant, if no response to the comments is received within 60 days of their issuance, the application will be considered withdrawn and any further action will require submission of a new application.

C. FEES

- **Application Fee** – Refer to **page 2**.
- **Advertising Fee** – Refer to **page 2**.
- **Engineering Services Fee** – Refer to **page 2**.
- **Resubmittal Fee** – Following the Plans and Plats Review Committee meeting, the applicant will be permitted one (1) resubmittal at no additional cost. If previously-issued comments continue to not be sufficiently addressed, the applicant will be assessed a Resubmittal Fee. Such fee will be 20% of the original application fee.

IMPORTANT: Please make all checks payable to "City of West Palm Beach." Additionally, separate applications/fees may be required by other departments as part of the development process.

D. CONCURRENCY

The following items establishing Concurrency are required at the time of the application submittal:

- A Traffic Letter provided by the Palm Beach County Traffic Division - (561) 684-4030.
- A completed School Concurrency Application for projects containing two (2) or more residential dwelling units (Concurrency Application on **page 22**).

E. PROJECT FACT SHEET

Complete the Project Fact Sheet found on **page 13** of this application. Contact a Planner for assistance.

F. JUSTIFICATION STATEMENT

Supply a letter addressing the following:

- General description of the request.
- Related background information on the project and site.
- Justification, special reasons, or basis for the request.

IMPORTANT: A copy of the Justification Letter shall be provided in Microsoft Word, or compatible, format.

G. ADDRESS LISTS, ENVELOPES, AND SIGN POSTING

Envelopes, an address list, and a radius map shall be provided upon submittal of the application in accordance with the information provided below. The applicant can provide these items by contacting the following:

Palm Beach County Property Appraiser's Office
301 North Olive Avenue, 1st floor
West Palm Beach, Florida 33401

Phone Number: (561) 355.2881

- **Envelopes** – Two (2) sets of addressed labels affixed to size #10 **stamped** envelopes shall be provided for each property owner within 500 feet of property line, and shall have the City's address as the return address as follows:

City of West Palm Beach
Development Services Department – Planning Division
401 Clematis Street – 2nd Floor
P.O. Box 3147
West Palm Beach, Florida 33402

Note: If more than 50 envelopes, the applicant is responsible to mail all required notices and provide a notarized affidavit (page 14) to the Development Services Department – Planning Division, indicating that all notices have been sent.

- **Address List** – One (1) copy of a list of the same property owner's addresses within 500 feet of the subject property line shall be provided.

(Continued on following page)

- **Radius Map** – One (1) copy of the map provided by the Palm Beach County Property Appraiser's Office along with the labels and list mentioned above, showing those properties within 500 feet of the subject property line shall be provided.

The Affidavit on **page 20** of this application shall be signed by the individual who obtained the above information from the Palm Beach County Property Appraisers Mapping Office.

In addition to the information required above, the applicant will be responsible for public notice of the project by posting of the property in accordance with the following:

- Signs shall be provided by the applicant at a size generally at a minimum of three (3) feet in width and four (4) feet in length. The sign shall have a white background with black letters that are a minimum of 3 inches high. Sample language is provided below:

THIS SITE IS
BEING CONSIDERED
FOR A
(REQUEST GOES HERE)

For more information Contact
THE CITY OF WEST PALM BEACH
Call 561-822-1435

- The property shall be posted by the applicant no further than fifteen (15) feet from the property line, or as specified by the Planning Department based on site constraints.
- Signs shall be posted in a workmanlike manner, able to withstand normal weather events.
- Privately-initiated applications require that at least one (1) sign be posted per 500 lineal feet of all property located along a public right-of-way, with a minimum of one (1) sign per frontage, or as otherwise required by the Planning and Zoning Administrator.
- Signs shall be posted at least 15 days prior to the first public hearing.
- An affidavit on **page 15** of this application, including photographs, attesting to the date of installation and number of signs installed shall be provided at least five (5) days prior to the required public hearing.
- The applicant shall remove the posting no more than thirty (30) days after the final City Commission's decision on the subject application.

H. ARCHITECTURAL DRAWINGS

- Submit schematic architectural drawings (floor plans and elevations and/or perspectives) of all proposed buildings, signs, fences and other structures for the project.
- For projects within the Downtown Master Plan, color elevations which depict the proposed development and all adjacent properties shall be provided.
- For those projects which require Special Review by the Downtown Action Committee (DAC), as defined in Section 94-54(b) of the Zoning and Land Development Regulations, a massing study shall be provided to demonstrate consideration of the three dimensional context.

IMPORTANT: All Architectural Drawings shall also be submitted in .PDF and .PNG graphic format. Additionally, two (2) sets of reduced plans (1 set 8 ½" x 11" and 1 set 11" x 17") shall be provided.

I. SITE PLAN & LANDSCAPE PLAN

- **Site Plan** - See the Site Plan Checklist on **page 16** of this application for the required information; and
- **Landscape Plan** - See the Landscape Plan Checklist on **page 18** of this application for the required information.

IMPORTANT: All Site Plans and Landscape Plans shall also be submitted in .PDF and .PNG graphic format. Additionally, two (2) sets of reduced plans (1 set 8 ½" x 11" and 1 set 11" x 17") shall be provided.

J. TREE ALTERATION PERMIT

An Application for a Tree Alteration Permit shall be submitted to the Development Services Department – Planning Division (application on **page 23**).

K. SURVEY

An ALTA/ACSM Land Title Survey shall be prepared and signed/sealed by a Florida registered surveyor. The ALTA/ACSM Land Title Survey must meet the "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys" as adopted by the American Land Title Association, American Congress on Surveying and Mapping, and the National Society of Professional Surveyors. In addition to the minimum standards, the ALTA/ACSM Land Title Survey shall also provide the following:

- Vicinity map showing the property in reference to nearby highways or major street intersections.
- Gross land area (to the nearest one-hundredth (1/100) of an acre).
- Substantial, visual improvements (in addition to buildings) such as billboards, signs, parking structures, swimming pools, etc.
- Parking areas and, if striped, the striping and type (e.g. handicapped, motorcycle, regular, etc.) and number of parking spaces.
- Indication of access to a public way on land such as curb cuts and driveways, and to and from waters adjoining the surveyed tract, such as boat slips, launches, piers and docks.
- Location of utilities as determined by observed evidence together with evidence obtained from utility companies.

The ALTA/ACSM Land Title Survey shall be within one (1) year old and accompanied by a current Ownership and Encumbrance (O & E) Report, which shall include all easements and restrictions of record, or a current title policy.

IMPORTANT: The Survey shall also be submitted in .PDF and .PNG graphic format, and two (2) sets of reduced plans (1 set 8 ½" x 11" and 1 set 11" x 17") shall be provided. Additionally, the legal description shall be provided in Microsoft Word, or compatible, format.

L. WARRANTY DEED AND OWNER'S CONSENT

A copy of the last recorded Warranty Deed and written consent of all property owners (**page 21**), and as applicable:

- If a Contract Purchase, a copy of the Purchase contract and written consent of the owner; or

(Continued on following page)

- If an authorized agent, a copy of the Agency Agreement and written consent of the owner; or
- If a lessee, a copy of the lease agreement and written consent of the owner; or
- If a corporation or other business entity, the name of the officer or person responsible for the application and written proof that said representative has the delegated authority to represent the corporation or other business entity; or
- If a group of contiguous property owners, written consent of the owners of a least (50) percent of the property described in the application.

In the case of an application submitted by a neighborhood or condominium association, documentation shall be provided indicating that a formal motion was made and approved by the association regarding the proposed application (i.e. meeting minutes, final order, etc.).

M. PROFESSIONAL CERTIFICATION

Any master development plan submitted in support of an application shall be accompanied by letters which certify that the services of two (2) or more of the following professionals were utilized in the design or planning process:

- An urban planner who possesses the education and experience to qualify for full membership in the American Institute of Certified Planners.
- A landscape architect who possesses the education and experience to qualify for full membership in the American Society of Landscape Architects.
- A practicing civil engineer licensed by the State of Florida.
- A practicing architect licensed by the State of Florida.

N. CITY SERVICE AND PUBLIC UTILITY LETTERS

- Provide written confirmation that the Public Utilities Department has reviewed the proposal for water, sewage treatment, storm drainage and garbage collection services. Please contact:

City of West Palm Beach
Public Works Department – Engineering Services
401 Clematis Street – 4th Floor
P.O. Box 3366 – West Palm Beach, Florida 33402
Phone: (561) 494.1040 – Fax: (561) 494.1117

IMPORTANT: Review the notice from the City of West Palm Beach Public Utilities Department on page 25 regarding information required to be submitted with the letter request. Additionally, information may be found about extension of water or sewer service facilities.

- Provide letters from all of the following public utilities confirming that the proposed project does not encroach into their easements or otherwise interfere with the provisions of their services:

Telephone:

Eddie Herron

AT&T Utility Coordinator (Palm Beach County)

Phone: (561) 540.9262 – Email: ph3103@att.com

(Continued on following page)

Natural Gas:

Ivan Gibbs

Florida Public Utilities

1641 Worthington Road, Suite 220 – West Palm Beach, FL 33409

Phone: (561) 838.1785 – General phone: (561) 832.2461 – Fax: (561) 838.1769 (Easement consent forms can be faxed) – Email: ENGINEERING-WPB@fpuc.com**Electric Service:**

Florida Power & Light Company

810 Charlotte Avenue – West Palm Beach, FL 33401

The FP&L Project Manager (including name and telephone number) for the project's location may be found by visiting the following website:

<http://www.fplmaps.com/pml/>

Television Cable:

Anthony Springsteel

Comcast Cable Communications

10435 Ironwood Road – Palm Beach Gardens, FL 33410

Phone: (561) 804.0973 – Fax: (561) 640.0231 – Email: anthony.springsteel@cable.comcast.com**O. TRAFFIC STUDY**

A traffic study of the proposed development certified by a professional engineer practicing traffic engineering may be required by the staff.

A meeting shall be held with the City Traffic Engineer prior to submission of the application in order to discuss the traffic study, impact of the development, and possible mitigation that may be required.

Brian Collins – City Traffic Engineer
City of West Palm Beach
Public Works Department – Engineering Services
401 Clematis Street – 4th Floor
P.O. Box 3366 – West Palm Beach, Florida 33402
Phone: (561) 494.1040

P. UNIFIED CONTROL

Firm evidence of the unified control of the entire area within the petition and a statement from the applicant stating that if the land is developed, the applicant shall:

1. Do so in accordance with the Master Plan of development officially adopted for the district, in accordance with the regulations existing when the amendment creating the Planned Development (PD) district or Special Use is passed and in accordance with such other conditions or modifications as may be attached to the rezoning of the land to the PD classifications or Special Use Permit.
2. Provide agreements, contracts, deed restrictions, or sureties acceptable to the City for completion of the undertaking in accordance with the adopted Master Plan as well as for the continuing functions and facilities as are to be provided, operated or maintained at general public expenses; and
3. Bind all development successors in title to any commitments made under (1) and (2) preceding.

Q. MARKET STUDY

A market analysis may be used to evaluate the economic impact of the proposed development to the City; the timing of any proposed development; etc.

R. STANDARDS FOR COMPLIANCE

In connection with the application type below, please indicate how you will meet or comply with each of the applicable standards indicated. Unless otherwise noted, all references are to the City's Zoning and Land Development Regulations.

IMPORTANT: All responses shall also be provided in Microsoft Word, or compatible, format.

Annexation

- Chapter 171, Florida Statutes

Certificate of Conformity – See page 26.

- Section 94-514(d) – Certificate of Conformity Standards

Class A Special Use Permit – See pages 27-28.

- Section 94-36(e)(3) – General Use Standard
- Section 94-36(e)(4) – Specific Use Standards
- Section 94-36(e)(5) – Residential District Standards

IMPORTANT: Only needs to be provided if the request is located within a residential zoning district.

- Section 94-273(d) – Additional Use Standards

IMPORTANT: Please contact a Planner for assistance in obtaining the correct Standards.

- Section 94-273(a)(2) – Waiver Standards

IMPORTANT: Only needs to be provided if any waivers from the Additional Use Standards are being requested.

Development of Regional Impact (DRI)

- Chapter 380, Florida Statutes

Development of Significant Impact (DSI) – See pages 27-28.

- Section 94-36(e)(3) – General Use Standard
- Section 94-36(e)(4) – Specific Use Standards
- Section 94-36(e)(5) – Residential District Standards

IMPORTANT: Only needs to be provided if the request is located within a residential zoning district.

Future Land Use Map Amendment– See pages 29-30.

- Policy 1.1.7 of the Future Land Use Element of the Comprehensive Plan
- Policy 1.1.8 of the Future Land Use Element of the Comprehensive Plan
- Section I.C. of the Introduction and Administration Element of the Comprehensive Plan
- Any other applicable Goals, Objectives, and Policies of the Comprehensive Plan

(Continued on following page)

Planned Development (Including Major Amendments) – See page 31.

- Section 94-32(a) – Amendment and Rezoning Standards

Rezoning – See page 31.

- Section 94-32(a) – Amendment and Rezoning Standards

Site Plan Review (Including Level I, Level II, and Level III) – See pages 32-33.

- Section 94-35(c) – Site Design Qualitative Development Standards

Subdivision (Including Major and Minor) – See pages 34-35.

- Section 94-342 – General Design Standards

Text Change (Zoning and Land Development Regulations) – See page 31.

- Section 94-32(a) – Amendment and Rezoning Standards

S. OTHER REQUIREMENTS

Submit these additional items which apply to the types of applications listed below:

Annexations An affidavit which confirms and certifies that the Petitioner(s) of the area proposed to be annexed will comply with the City of West Palm Beach Zoning and Land Development Regulations.

Certificate of Conformity Please provide the following:

1. The legal description of the remainder parcel which has or will become a nonconformity; and
2. The name and address of the owner of the remainder parcel; and
3. The name and address of the condemnor including the name and address of the condemnor's representative; and
4. Evidence of the institution of eminent domain proceedings; and
5. A recent certified survey of the remainder parcel or of a sufficient portion thereof as will enable the Deputy Planning Director to determine the extent of the acquisition and the location and nature of all affected structures located on the remainder parcel; and
6. A site plan of the property subject to the eminent domain proceeding or sold under the threat of an eminent domain proceeding at a scale of not less than one (1) inch equals 30 feet, showing the location of all structures and improvements on the property and the extent of the condemnor's acquisition; and
7. A statement of justification in support of the issuance of the certificate of conformity; and

(Continued on following page)

8. Evidence that both the condemnor and condemnee in the eminent domain proceedings are aware of the application for a certificate of conformity; and
9. Any other material reasonably requested by the Deputy Planning Director which is relevant and material to the application.

Class A Special Use Permit..... Submit all additional information which may be required by Article IX, Section 94-273 of the Zoning and Land Development Regulations.

Future Land Use Map Amendment.. The applicant is responsible for providing the responses necessary to indicate compliance with the requirements of Chapter 163 of the Florida Statutes (F.S.) and Rules 9J-5 and 9J-11 of the Florida Administrative Code (F.A.C.) as part of a Future Land Use Map Amendment application.

A Level of Services Analysis shall be provided comparing the impacts of the maximum development potential of the existing FLU designation and the maximum development potential of the proposed FLU designation. The analysis shall evaluate impacts to the following:

- Drainage
- Water
- Wastewater (Sewer)
- Solid Waste
- Schools (for residential FLU designations only)
- Parks (for residential FLU designations only)
- Traffic

In addition the analysis for each service listed above, a summary table shall be provided, a sample of which is provided on **page 36**. Any increase in impact on any of the above-listed services shall also provide written confirmation from the applicable service agency indicating that sufficient capacity exists to accommodate the build-out of the proposed FLU designation

Planned Development (PD).....Agreements, provisions or covenants which govern the use, maintenance and continued protection of the PD and any of its common areas or facilities.

Revocable Permit Please provide a sketch and legal description of the subject location.

Major Subdivision Submit a uniform street name and site address system plan.

Subdivision (Lot Split).....An application for a Subdivision (Lot Split) shall be submitted to the Planning and Zoning Department on size 8½" x 14" paper in the following format with the title of Lot Split:

- Sheet 1: Sheet Index, Surveyor's Certification and Deputy Planning and Zoning Administrator's Approval
- Sheet 2: Affidavit of Ownership
- Sheet 3: Location Map

(Continued on following page)

Sheet 4: Parent Tract Survey

Sheet 5: Parent Tract Legal Description

Sheet 6: Parcel 1 Boundary Survey

Sheet 7: Parcel 1 Legal Description

Sheet 8: Parcel 2 Boundary Survey

Sheet 9: Parcel 2 Legal Description

Upon approval of the application and recording of the document, the applicant shall submit two (2) copies of the approved, recorded Minor Subdivision to the Planning and Zoning Department.

PROJECT FACT SHEET**PROJECT DATA**

Project Name: _____

Total Site Area (Acres): _____ (Square Feet): _____

RESIDENTIAL PROJECT DATA

	Number of Units	Site Area (Acres)
Single Family Detached:	_____	_____
Single Family Attached:	_____	_____
Multifamily:	_____	_____
Group Quarters (Beds):	_____	_____
Total:	_____	Gross Density: _____

NON-RESIDENTIAL PROJECT DATA

	Floor Area (SF)	Lot Area (Acres)
Office:	_____	_____
Medical Office:	_____	_____
Retail:	_____	_____
Industrial:	_____	_____
Other (Specify): _____ :	_____	_____
_____ :	_____	_____
Total:	_____	_____
Non-Residential Floor Area Ratio:	_____	

ZONING AND FUTURE LAND USE (FLU) DESIGNATIONS AND EXISTING USES

	Current Zoning	Current FLU	Describe Existing Use(s)
Subject Area			
North			
South			
East			
West			

PUBLIC NOTICE MAILER AFFIDAVIT

(Do NOT Sign and Notarize Until Mailers Have Been Sent)

State of Florida)
) SS:
County of Palm Beach)

Before me personally appeared _____, who, being duly sworn,
Print Name
deposes and states the following:

1. That on the _____ day of _____, 20____, the public notices for Case Number _____ were mailed to all property owners within _____ hundred (_____) feet of the land contained in the application.

Signature

SWORN TO AND SUBSCRIBED before me this _____ day of _____ 20____, by
_____, who personally appeared before me and who did not take
an oath.
Print Name

- ☐ Personally Known; OR
☐ Produced Identification – Type of Identification Produced: _____

[SEAL]

Notary Public Signature

Print Name: _____

Commission Number: _____

SIGN POSTING AFFIDAVIT**(Do NOT Sign and Notarize Until Signs Have Been Put Up)**

State of Florida)
) SS:
County of Palm Beach)

Before me personally appeared _____, who, being duly sworn,
deposes and states the following: Print Name

1. That on the _____ day of _____, 20____, the posting of the property signs for Case Number _____ were installed on land contained in the application.

Signature

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20____, by
_____, who personally appeared before me and who did not take
an oath. Print Name

- ☐ Personally Known; OR
☐ Produced Identification – Type of Identification Produced: _____

[SEAL]

Notary Public Signature

Print Name: _____
Commission Number: _____

SITE PLAN CHECKLIST

The following checklist is designed to assist applicants in preparing their plan for review. The applicant should check off (X) each item that is included and submit this form with the application. Items which are omitted may cause a delay in the review process. Plans should be drawn to scale with adequate resolution for verification of measurements. The site plan should include the items listed below:

Project Name: _____

Project Address: _____

- ☐ 1. Date, north arrow, and a graphic scale.
- ☐ 2. Vicinity map showing the property in relation to the surrounding area.
- ☐ 3. Location of the property line, right-of-way, proposed/existing easements, water courses and other essential features.
- ☐ 4. Streets, driveways, intersections, curbs cuts and turning lanes adjacent to or across from the subject property.
- ☐ 5. The outlines of all buildings showing their proposed uses, setbacks, dimensions, floor area, number of stories, height and points of access.
- ☐ 6. Location and dimensions of all perimeter treatment (sidewalks, fences, walls, or berms).
- ☐ 7. Location, height and size of all freestanding signs and other accessory structures.
- ☐ 8. Phasing of the site including any temporary access drives, uses, etc.
- ☐ 9. Location and width of any proposed dedication of property for public road right-of-way.
- ☐ 10. Means of vehicular and pedestrian access to and from the site.
- ☐ 11. Layout and location of all off-street parking, loading and other vehicular use areas, including where applicable, the distance from the principle uses.
- ☐ 12. Location of all disabled spaces, ramps and signs.
- ☐ 13. Schematic of drainage system.
- ☐ 14. Location, height and intensity of all outdoor illumination.
- ☐ 15. Indication of any areas of the site subject to flooding or high ground water level.
- ☐ 16. Location of existing and proposed fire hydrants (or operational equivalents) within 250 feet of the proposed structure or structures.
- ☐ 17. Location, percentage, and size in acres to be dedicated or reserved as open space, public parks, recreational, and similar uses.
- ☐ 18. Location and extent of any wetlands located on the property. Site plans shall provide measures to ensure that normal water flows and quality of water will be provided to maintain such wetlands after development. Where alteration of wetlands is necessary in order to allow reasonable use of property, either the restoration of disturbed wetlands shall be provided or additional wetlands shall be created to mitigate the alteration. See Section 94-375(b) of the City's Zoning and Land Development Regulations.
- ☐ 19. Location and screening of all garbage receptacles.
- ☐ 20. Standard City details of parking (small car, handicap space, standard space), handicap ramps, driveways, dumpsters and signs.
- ☐ 21. Location, dimensions and screening all of proposed satellite dishes.

(Continued on following page)

- ☐ 22. Supply a data table in the following format:
 - ☐ a. Existing/Proposed land use and zoning.
 - ☐ b. Total acres of the project.
 - ☐ c. Total gross building square footage.
 - ☐ d. Percent of open space, landscaping, building coverage & impermeable surface.
 - ☐ e. Acres and percent of water bodies.
 - ☐ f. Density and number of dwelling units (residential).
 - ☐ g. Parking computations (parking required, provided, etc.)
 - ☐ h. Floor Area Ratio (FAR).
 - ☐ 23. Reduced copies of the plans (one (1) set 8½"x11" and one (1) set 11"x17").
-

LANDSCAPE PLAN CHECKLIST

The following checklist is designed to assist applicants in preparing the plan for review. The applicant should check off (X) each item that is included and submit this form with the application. Items which are omitted may cause a delay in the review process. Plans should be drawn to scale with adequate resolution for verification of measurements. The landscape plan should include the items listed below:

Project Name: _____

Project Address: _____

- ☐ 1. Date, north arrow, and graphic scale which is easily interpreted.
- ☐ 2. The location of all existing and proposed structures, improvements, and uses both on the site and off the site, adjacent to the project.
- ☐ 3. The location of dedicated and/or ultimate rights-of-way, property lines, adjacent streets, alleys and access ways, existing or proposed setback and yard requirements.
- ☐ 4. The location of all existing and proposed trees, shrubs, ground covers, plant communities and other landscape materials (clearly indicate the relocation of any plant material by means of labels, symbols, etc.). Identify all palms and/or canopy trees on neighboring property that are in close proximity to subject property.
- ☐ 5. Phasing of the site including temporary landscaping and existing adjacent land uses.
- ☐ 6. The location, dimensions, and screening of all garbage receptacles, proposed satellite dishes, outdoor storage areas and other mechanical equipment.
- ☐ 7. The delineation of existing and proposed parking spaces or other vehicular use areas.
- ☐ 8. The location of utility and drainage easements, overhead lines, water meters, transformers check valves, clean-outs, fire hydrants, light poles and other structures that may impact landscaping.
- ☐ 9. Tabulation necessary for the evaluation of compliance with Article XIV (clearly indicate the amount of plant material that will be relocated).
- ☐ 10. The delineation of irrigation coverage, sensors and high, medium and low zones of water usage. Include a statement that all landscape areas, excluding those areas with native noninvasive plants, will be provided with permanent automatic irrigation, including adjacent rights-of-way.
- ☐ 11. The tabulation clearly displaying statistical requirements to satisfy the xeriscape point system and its accompanying point allocation.
- ☐ 12. Landscape details (including landscape installation, staking, and tree protective barriers) sufficient to comply with Article XIV of the Zoning and Land Development Regulations.
- ☐ 13. Designate by botanical and common name, quantity, height, spread, spacing, and location of the plant materials to be installed or preserved. This information is to be presented in a tabular format or legend.
- ☐ 14. Landscape plans must be prepared, signed and sealed by a registered landscape architect.
- ☐ 15. Landscape plans shall be drawn at the same scale and directional orientation as the site plan.
- ☐ 16. Reduced copies of the plans (one (1) set 8½"x11" and one (1) set 11"x17").

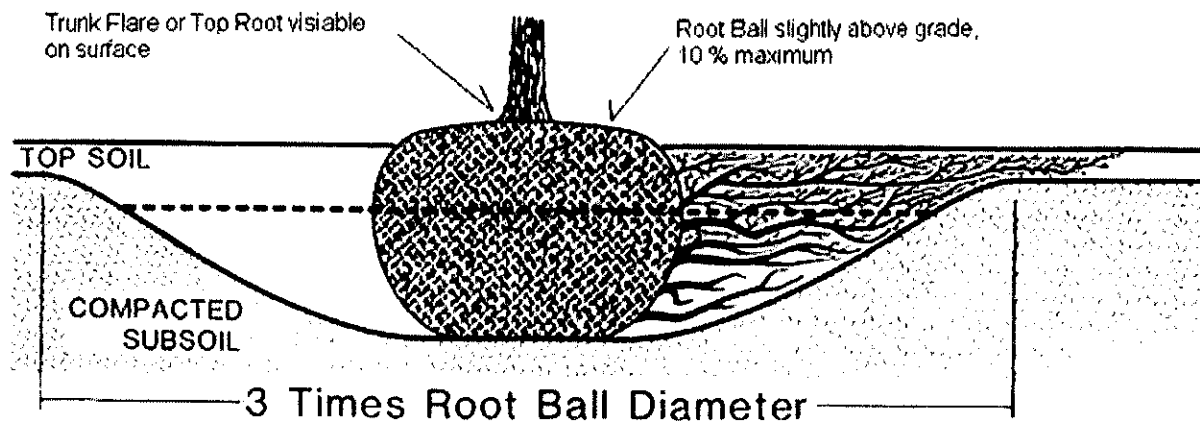
IMPORTANT: As indicated on page 2 of this application, an application for a Tree Alteration Permit may be required prior to submission. An Irrigation Permit Application and Plans shall be submitted at the time of permitting.

Refer to **page 19** of this application for additional tree-planting information that shall be provided within the landscape plans.

PLANTING PLANS AND DIAGRAMS

Recent research results obtained from the Agricultural Division of the University of Florida and Georgia State University have convincing evidence that the following changes in Tree and Shrub Planting Plans of Submitted Landscape Plans are warranted.

1. The **planting hole** shall be three (3) times the diameter of the root ball on the surface and two (2) times the root ball diameter at the base. This will produce a sloping hole.
2. The **planting depth** shall be determined by the tree's trunk flare or the top surface root. Planting plans and diagrams will require that the Trunk Flare or the top surface root will be visible on the surface of the planting.



3. The **removal of the root ball covering**.
 - Cut back **wire baskets** below the top half of the root ball.
 - Fold back **burlap** covering materials below the top half of the root ball.
 - Completely remove **synthetic burlap** covering materials.
4. A statement shall be provided that tree support materials are to be removed from each tree once it is 'established.' This is usually done after SIX (6) MONTHS for Shade Trees and ONE (1) YEAR for Palms.

Important Note on Tree Species – Large trees such as Live Oak, or Mahogany should not be planted within 10 feet of a building or in an island of less than (six) 6 feet between curbing. Smaller species are suggested in The City's Category Two Tree List.

AFFIDAVIT

State of Florida)
) SS:
County of Palm Beach)

Before me personally appeared _____, who, being duly sworn,
Print Name
deposes and states the following:

1. That the accompanying Property Owners List is, to the best of his/her knowledge, is a complete and accurate list of all the property owners, mailing addresses, and property control numbers as recorded in the Palm Beach County Courthouse for all properties within _____ hundred (_____) feet of the below described parcel of land.
2. The property in question is legally described as follows:

If additional space is needed, please check here ☐ and attach additional pages as necessary.

Signature

SWORN TO AND SUBSCRIBED before me this _____ day of _____ 20____, by
_____, who personally
Print Name
appeared before me and who did not take an oath.

- ☐ Personally Known; OR
☐ Produced Identification – Type of Identification Produced: _____

[SEAL]

Notary Public Signature

Print Name: _____
Commission Number: _____

OWNERS CONSENT FORM

_____, the sole owner of record of the property legally described as
Print Name of Owner

If additional space is needed for the legal description, please check here ☐ and attach additional pages as necessary.

Street Address: _____

City: West Palm Beach State: FL Zip Code: _____

Property Control Number (PCN): _____ - _____ - _____ - _____ - _____ - _____ - _____ (If more than one PCN is included in the application request, please check here ☐ and attach a list of all PCNs involved.)

states that he/she has thoroughly examined and is familiar with the application submitted to the City of West Palm Beach Development Services Department – Planning Division, submitted by _____, **Agent/Representative Name** on behalf of _____, **Applicant's Name** and expressly consents to the use of the subject property for the purpose described in the application and expressly consents to all conditions which may be agreed to for the application which may be imposed.

_____ **Print Name of Owner** understands that the granting of an application with any conditions made apart thereof, may affect the future development of the subject property.

Signature

SWORN TO AND SUBSCRIBED before me this _____ day of _____ 20____, by

_____, **Print Name** who personally appeared before me and who did not take an oath.

☐ Personally Known; OR

☐ Produced Identification – Type of Identification Produced: _____

[SEAL]

Notary Public Signature

Print Name: _____

Commission Number: _____



**The School District of Palm Beach County
School Concurrency Application & Service Provider Form**

The School District of Palm Beach County
Planning Department
3320 Forest Hill Blvd. C-110
West Palm Beach, FL 33406-5813
Phone: (561) 434-8820
Fax: (561) 434-8815
Attention: Concurrency

Instructions: Submit one copy of the completed application and fees for each new residential project requiring a determination of concurrency for schools. A determination will be provided within fifteen (15) working days of receipt of a complete application. A determination is not transferable and is valid for one year from date of issuance. Once the Development Order is issued, the concurrency determination shall be valid for the life of the Development Order.

Please check (✓) type of application (one only):

- | | | |
|---|--|--|
| <input type="checkbox"/> Concurrency Determination | <input type="checkbox"/> Concurrency Exemption | <input type="checkbox"/> Concurrency Equivalency |
| <input type="checkbox"/> Adequate School Facilities Determination | <input type="checkbox"/> Letter of No Impact | <input type="checkbox"/> Time Extension |

Fees: Concurrency Determination or Adequate School Facilities Determination (\$200.00 for more than 20 units / 20 units or less \$100.00); Equivalency (\$125.00); Exemption or Letter of No Impact (\$25.00); Time Extension (\$75.00)

PART I. PROJECT INFORMATION

Please attach a copy of the site/subdivision plan, last recorded warranty deed and consent form

Project Name: _____ Municipality: _____

Property Control Number (PCN): _____

Location / Address of Subject Property: _____ Street: _____

City: _____ State: _____ Zip: _____

DEVELOPMENT REQUEST:

Project Data		Type of Units	
Section/Township/Range	/ /		Single Family
Project Acreage			Multi-Family (Other than apartments)
Total Number of Units			Apartments (3 stories or less)
Will the Project be Phased?* (Y/N)			High Rise Apartments
Concurrency Service Area (CSA)			Age Restricted (Adults Only)**

* If applicable, please attach a Phasing Plan showing the number and type of units to receive certificate of occupancy yearly.

** A Restrictive Covenant is required for age-restricted communities.

OWNERSHIP / AGENT INFORMATION:

Owner's Name: _____

Agent's Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge.

Owner or Owner's Agent Signature Date

PART II. LOCAL GOVERNMENT REVIEW

Date Application Filed: _____ Petition Number: _____

Reviewed By: _____ Title: _____

- Did the Applicant pay the filing fee to you? ☐ YES (Please attach proof of payment)
☐ NO (If no, the applicant must pay the School District. The School District will not review without payment).

Government Representative Signature _____ Date _____

PART III. TO BE COMPLETED BY SCHOOL DISTRICT

Date & Time Received: _____ Case Number: _____

- ☐ I verify that the project complies with the adopted Level of Service (LOS) for Schools
☐ I verify that the project will comply with the adopted Level of Service (LOS) for Schools subject to the attached conditions
☐ I cannot verify that the project will comply with the adopted Level of Service (LOS) for Schools

School District Representative Date

APPLICATION FOR TREE ALTERATION PERMIT

I. APPLICANT INFORMATION:

Name: _____

Mailing Address: Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax No.: _____ E-Mail: _____

II. AUTHORIZED AGENT FOR LICENSE APPLICATION COORDINATION (If Applicable):

Name: _____

Mailing Address: Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax No.: _____ E-Mail: _____

III. LOCATION WHERE PROPOSED ACTIVITY EXISTS OR WILL OCCUR:

Property Control Number: _____ - _____ - _____ - _____ - _____ - _____ - _____ (If more than one PCN is included in the application request, please check here ☐ and attach a list of all PCNs involved.)

Address: _____

IV. PRESENT USE OF SUBJECT PROPERTY: _____

V. PROPOSED USE OF SUBJECT PROPERTY: _____

VI. DESCRIPTION OF PROJECT:

Total number of trees proposed to be removed: _____

Total number of trees proposed to be relocated: _____

Reasons for removal or relocation: _____

VII. PROPOSED COMMENCEMENT DATE: _____

VIII. PROPOSED COMPLETION DATE: _____

(Continued on following page)

IX. REQUIRED INFORMATION:

- ☐ Application fee:
Single family residence – \$25.00
Multi-family residential and/or non-residential - \$50.00

- ☐ Attach any additional remarks on a separate sheet.

Attach two (2) copies of the following:

- ☐ Map/aerial showing the size and location of the site.
- ☐ A certified tree survey (**required for the removal/relocation of six (6) or more trees**) and landscape plan designating trees to be preserved, relocated and/or removed. Copies shall also be provided in electronic format.
- ☐ A detailed list describing species and diameter breast height for each tree proposed to be removed or relocated.
- ☐ A legal description of the subject property and a drawing of the proposed work or a certified site plan showing the location of all existing and proposed buildings.

X. AFFIDAVIT OF OWNERSHIP OR CONTROL OF THE PROPERTY FROM WHICH THE PROPOSED WORK IS TO BE UNDERTAKEN:

I certify that (please check the appropriate space):

- ☐ I am the fee simple title owner of the subject property.
- ☐ I am a lessee, optionee, contract purchaser, or agent of the owner of the subject property (attach certified owner authorization for the proposed work and lease, option to purchase or land sales contract).
- ☐ I am the record easement owner of the subject property and the proposed tree removal is consistent with the use granted by the easement (attach certified owner authorization for the proposed work and copy of the document granting the easement and showing the location of the easement).

Name of Agent (Please Print)

Signature of Applicant/Agent

NOTE: AN AGENT MAY SIGN ABOVE IF THE APPLICANT COMPLETES THE FOLLOWING:

Application is made for a license to authorize the activities described herein.

- A. I authorize the agent listed in Section II of this application to negotiate modifications or revisions, when necessary, and accept or assent to any stipulations on my behalf.
- B. I understand I may have to provide additional information/data that may be necessary to show that the proposed project will comply with Article XIV, Section 94-447 'Protection of Trees,' of the City of West Palm Beach Code.
- C. In addition, I agree to provide entry to the project site for inspectors with proper identification for the purpose of reviewing the site as covered by the scope of Article XIV titled 'Landscaping, Land Clearing and Tree Protection.'
- D. Further, I hereby acknowledge the obligation and responsibility for obtaining all of the required state, federal, and local permits before commencement of construction activities.
- E. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief, such information is true, complete and accurate. I further certify that I possess the authority to undertake the proposed activities.

Name of Applicant (Please Print)

Signature of Applicant

Sworn to and subscribed before me this _____ day of _____ A.D., _____

Notary Public – State of Florida at Large

My Commission Expires: _____



PUBLIC UTILITIES DEPARTMENT
Engineering Services Division
1000 45th Street, Suite 15
West Palm Beach, FL 33402
Telephone: (561) 494-1040
Fax: (561) 494-1117

To Whom It May Concern

The proposed project may lie within an area where demands may exceed the current capacities. Please state the flow requirements for domestic water, sewage service and private fire protection for the proposed development.

Upon receipt, the City of West Palm Beach will determine the feasibility of providing the requested service, and the conditions under which such service will be provided.

City of West Palm Beach Code of Ordinance - Sec. 90-7.

Policy regarding extension of water or sewer service facilities of the city

- (a) Each person desiring to extend water or sewer service facilities of the city shall do so at his own cost and according to the particular guidelines therefore established by resolution of the city commission. Either the applicant or the city may design or construct the proposed facilities at the applicant's cost. All designs shall be approved by the Public Utilities Director.
- (b) If the city requires the applicant to install facilities greater than the facilities needed for the applicant's own use, the applicant shall install such facilities as required by the city at the applicant's own cost. The city, under a contract between the city and the applicant, shall recover on behalf of the applicant the excess costs identified as being due to the over-sizing of facilities and shall reimburse the applicant only when such costs are recovered from future users. The city shall not reimburse the applicant, however, for costs recovered more than ten years from the date of the contract.
- (c) The applicant shall be required to extend water or sewer facilities across the entire frontage of the applicant's property to the property line with the adjoining property most distant from the point of connection.
- (d) Upon completion of the water or sewer facilities as set forth in this section the applicant shall convey such facilities and property rights attendant thereto to the city by an instrument suitable for such purpose.
- (e) The applicant shall provide the required bond and insurance in amounts and coverage satisfactory to the city.

(Code 1979, § 31-7)

STANDARDS FOR CODE COMPLIANCE
CERTIFICATE OF CONFORMITY

Section 94-514(d) – Certificate of Conformity Standards

- A. Severance or business damages relative to the remainder parcel would be reduced by the issuance of the certificate of conformity;
 - B. A site plan for the remainder parcel has been prepared which minimizes the nonconformities caused by the eminent domain proceedings, and is otherwise consistent with all requirements of this chapter; and
 - C. The remainder parcel can reasonably and economically function if redeveloped in accordance with the site plan described in subsection (d)(2) of this section.
-

STANDARDS FOR CODE COMPLIANCE

CLASS A SPECIAL USE PERMIT and DEVELOPMENT OF SIGNIFICANT IMPACT (DSI)

Section 94-36(e)(3) – General Use Standards

According to Article II, Section 94-36(e)(3), the applicant must demonstrate that the proposed use will be in harmony with the zoning ordinance and protection of the public interest for the following:

- A. Future Uses – The use exactly as proposed at the location where proposed will be in harmony with the uses which, under zoning ordinance and land use plan, are most likely to occur in the immediate area where located.
- B. Surrounding Uses – The use exactly as proposed at the location where proposed will be in harmony with existing uses in the immediate area where located.
- C. Public Benefit – The use exactly as proposed at the location where proposed will not result in substantially less public benefit nor greater harm than would result from use of the site for some use permitted by right or by some other special use permitted on the site.

Section 94-36(e)(4) – Specific Use Standards

According to Article II, Section 94-36(e)(4), the applicant must demonstrate that the proposed use will be in harmony with the following requirements:

- A. Traffic:
 - 1. The proposed use will not generate traffic that will reduce the level of service on any road to a lower level than would result from a use permitted by right.
 - 2. The proposed use will not require extension or enlargement or any other alteration of the street system in a manner resulting in higher net public cost or earlier expenditure of public cost than would result from a use permitted by right.
 - 3. The property or structure for the proposed use will be located, designed, and constructed so that the access and egress standards of Section 94-273 are satisfied for uses subject to those standards.
- B. Utility Systems – The proposed use will be so located in relation to water lines, sanitary sewers, storm sewers, surface drainage systems, and other utility systems that neither extension nor enlargement nor any other alteration of such systems in a manner resulting in higher net public cost than would result from a use permitted by right will be required.
- C. Public Safety – The proposed use will not place a demand on municipal police or fire protection services beyond the capacity of those services, a demand which does not exceed that likely to result from a use permitted by right.

Section 94-36(e)(5) – Residential District Standards

IMPORTANT: Only needs to be provided if the request is located within a residential zoning district.

According to Article II, Section 94-36(e)(5), the applicant must demonstrate that the proposed use will be in harmony with the following requirements:

(Continued on following page)

- A. Location – The location of the special use will not be hazardous to or inconvenient to the predominantly residential character of the area in which it is to be located or to be long-range development if the district for residential purposes intended.
- B. Size and Intensity – The size of the special use and the nature and intensity of the operations involved will not be hazardous or inconvenient to the residential character of the area in which it is to be located. The district for residential purposes shall not be affected adversely.
- C. Contiguous Residential Uses – The location of the special use will not result in the isolation of a small existing or planned residential developments by its being completely or largely surrounded by arterial streets or nonresidential land uses.
- D. Residential Character – Building for special uses in a residential district shall be designed and constructed in a manner similar other neighborhood residential structures. Design factors shall include building mass, height, materials, window arrangement, yards, and similar considerations.

Section 94-273(d) – Additional Use Standards

IMPORTANT: Please contact a Planner for assistance in obtaining the correct Standards. NOT APPLICABLE FOR DEVELOPMENTS OF SIGNIFICANT IMPACT (DSI).

The application shall conform to all of the Additional Standards found in Article IX, Section 94-273, in addition to all other requirements of the Zoning and Land Development Regulations.

Section 94-273(a)(2) – Waiver Standards

IMPORTANT: Only needs to be provided if any waivers from the Additional Use Standards are being requested. NOT APPLICABLE FOR DEVELOPMENTS OF SIGNIFICANT IMPACT (DSI).

According to Article IX, Section 94-273(a)(2), the application shall conform to all of the additional standards unless the special use review authority reduces the standards upon a finding that the proposed special use nevertheless meets the following waiver standards:

- A. The use will be consistent with the comprehensive plan of the City adopted by the City Commission.
 - B. The use will be in harmony with the general character of the neighborhood considering population, density, design, scale and activity, traffic and parking conditions, and number of similar uses.
 - C. The use will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and will cause no objectionable noise, vibrations, fumes, odors, dust, glare physical activity.
 - D. The use will have no detrimental effect on vehicular or pedestrian within a district due to detrimental affects on permitted uses.
 - E. The use will not adversely affect the health, safety, security, morals, or general welfare of residents, visitors, or workers in the area.
 - F. The use will not, in conjunction with existing development in the area and development permitted under existing zoning, overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.
 - G. The use otherwise meets the definition standards set forth elsewhere in this ordinance for such particular use.
 - H. The use will provide alternative measures consistent with the intent of the additional standards to provide protection to adjacent properties and preserve neighborhood character.
-

STANDARDS FOR CODE COMPLIANCE
FUTURE LAND USE MAP AMENDMENT (COMPREHENSIVE PLAN)

Policies 1.1.7 and 1.1.8 of the Future Land Use Element of the Comprehensive Plan

Policy 1.1.7: One or more of the following standards shall be considered in the evaluation of proposed amendments to the Future Land Use Map:

- A. Changed Projections – Changed projections (e.g., regarding public service needs) in the Comprehensive Plan, including but not limited to amendments that would ensure provision of public facilities;
- B. Changed Assumptions – Changed assumptions (e.g., regarding demographic trends or land availability) in the Comprehensive Plan, including but not limited to the fact that growth in the area, in terms of the development of vacant land, new development, and the availability of public services has altered the character such that the proposed amendment is now reasonable and consistent with the land use characteristics;
- C. Data Errors and or Updates – Data errors, including errors in mapping and natural features in the Comprehensive Plan;
- D. New Issues – New issues that have arisen since the adoption of the Comprehensive Plan; and
- E. Additional Detail or Comprehensiveness – Recognition of a need for additional detail or comprehensiveness in the Comprehensive Plan.

Policy 1.1.8: The following conditions shall apply to any Comprehensive Plan amendment:

- 1. The process for Amending the Comprehensive Plan shall be guided by the provisions of Florida Statutes Chapter 163, the Florida Administrative Code (FAC) rules implementing it, and in accordance with the provisions of the Comprehensive Plan.
- 2. Amendments to the text, tables, charts, and maps of the Comprehensive Plan shall be initiated only by the City or the Local Planning Agency (Planning Board).
- 3. Amendments to the Future Land Use Map (FLUM) shall be initiated only by the owner of the parcel(s) or the City.

Section I.C. of the Introduction and Administration Element of the Comprehensive Plan

C. Applications For Amendment

The following conditions shall apply to applications for amending the City of West Palm Beach Comprehensive Plan:

- 1. The process for Amending the Comprehensive Plan shall be guided by the provisions of Florida Statutes Chapter 163, the Florida Administrative Code (FAC) rules implementing it, and in accordance with the provisions of the Comprehensive Plan.
- 2. Amendments to the text, tables, charts, and maps of the Comprehensive Plan shall be initiated only by the City or the Local Planning Agency (Planning Board).
- 3. Amendments to the Future Land Use Map (FLUM) shall be initiated only by the owner of the parcel(s) or the City.

(Continued on following page)

In addition, the following standards shall be considered in the evaluation of proposed privately-initiated amendments to the Future Land Use Map:

- A. Changed Projections – Changed projections (e.g., regarding public service needs) in the Comprehensive Plan, including but not limited to amendments that would ensure provision of public facilities;
- B. Changed Assumptions – Changed assumptions (e.g., regarding demographic trends or land availability) in the Comprehensive Plan, including but not limited to the fact that growth in the area, in terms of the development of vacant land, new development, and the availability of public services has altered the character such that the proposed amendment is now reasonable and consistent with the land use characteristics;
- C. Data Errors and or Updates – Data errors, including errors in mapping and natural features in the Comprehensive Plan;
- D. New Issues - New issues that have arisen since the adoption of the Comprehensive Plan; and
- E. Additional Detail or Comprehensiveness – Recognition of a need for additional detail or comprehensiveness in the Comprehensive Plan.

Any other applicable Goals, Objectives, and Policies of the Comprehensive Plan.

STANDARDS FOR CODE COMPLIANCE**PLANNED DEVELOPMENT (INCLUDING MAJOR AMENDMENTS), REZONING, and
TEXT CHANGE (ZONING AND LAND DEVELOPMENT REGULATIONS)****Section 94-32(a) Amendment and Rezoning Standards**

In reviewing a proposed amendment to the text or map of this chapter, the following shall be considered:

- A. Whether the proposed amendment is consistent with all elements of the city comprehensive plan.
 - B. Whether there exist changed conditions which require an amendment.
 - C. Whether the proposed amendment is in conformance with all applicable portions of the city development code.
 - D. Whether and the extent to which the proposed amendment is inconsistent with existing and proposed land uses.
 - E. Whether and the extent to which the proposed amendment would exceed the capacity of public facilities, including but not limited to transportation, sewerage, water supply, parks, fire, police, drainage, schools, and emergency medical facilities.
 - F. Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment.
 - G. Whether and the extent to which the proposed amendment would adversely affect property values in the area.
 - H. Whether and the extent to which the proposed amendment would result in an orderly and logical development pattern, and the specific identification of any negative effects on such pattern.
-

STANDARDS FOR CODE COMPLIANCE**SITE PLAN REVIEW (INCLUDING LEVEL I, LEVEL II, and LEVEL III)****Section 94-35(c) – Site Design and Qualitative Development Standards**

- A. Harmonious and efficient organization – All elements of a plan shall be organized harmoniously and efficiently in relation to topography, the size and type of the property affected, the character of adjoining property, and the type and size of buildings. The site will be developed in a manner that will not impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.
- B. Preservation of natural conditions – The landscape shall be preserved in its natural state, to the degree practical, by minimizing tree and soil removal and by other appropriate site planning techniques. Terrain and vegetation shall not be disturbed in a manner likely to increase significantly either wind or water erosion within or adjacent to a development site.
- C. Screening and buffering – Fences, walls, or vegetative screening shall be provided where needed to protect residents and users from undesirable views, lighting, noise or other adverse off-site effects and to protect residents and users of off-site development from on-site adverse effects.
- D. Enhancement of residential privacy – The site plan shall provide reasonable visual and auditory privacy for all dwelling units located within and adjacent to the site. Fences, walls, barriers and vegetation shall be arranged to protect and enhance the property and to enhance the privacy of occupants.
- E. Emergency access – Structures and other site features shall be arranged to permit access by emergency vehicles to all buildings.
- F. Access to public ways – All buildings, dwelling units and other facilities shall have safe and convenient access to public rights-of-way and/or other areas dedicated to common use.
- G. Pedestrian circulation – When residential uses are included, a pedestrian circulation system shall be provided that is separated to the extent possible from the vehicular circulation system and that at a minimum shall conform to sidewalk standards of the city.
- H. Design of access and egress drives – The location, size, and numbers of access drives to a site will be arranged to minimize any negative impacts on public and private ways and on adjacent private property. Traffic improvements shall be provided where they will significantly improve safety for vehicles and pedestrians.
- I. Coordination of on-site circulation with off-site circulation – The arrangement of public or common ways for vehicular and pedestrian circulation shall be coordinated with the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.
- J. Design of public rights-of-way – Public streets and rights-of-way within a site shall be designed for maximum efficiency. They shall occupy no more land than is required to provide access, nor shall they unnecessarily fragment development into small blocks. Large developments containing extensive public rights-of-way shall provide a road network with local streets which provide direct access to individual parcels and other streets which provide no or limited direct access to individual parcels.
- K. Stormwater control – Appropriate measures shall be taken to ensure that removal of stormwater will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made for the construction of facilities, including grading, gutters, piping and the treatment of turf, to accommodate stormwater and to prevent erosion and the formation of silt.
- L. Exterior lighting – Exterior lighting shall not interfere with the quiet enjoyment of adjacent properties or the safety of public rights-of-way.

(Continued on following page)

- M. Protection of property values – All elements of a site plan shall be arranged to have minimal negative impact on the property values of adjoining property.
 - N. Consideration of future development – Site plan reviews performed pursuant to this section shall consider existing and likely future development adjacent to the site.
-

STANDARDS FOR CODE COMPLIANCE

SUBDIVISION (INCLUDING MAJOR and MINOR)

Section 94-342 – General Design Standards

- A. Relation to Adjoining Street System – The arrangement of streets in new subdivisions shall make provision for the continuation of the principal existing streets in adjoining areas (or their proper projection where adjoining land is not subdivided) insofar as they may be deemed necessary by the board for public requirements. The width of such streets in new subdivisions shall be not less than the minimum widths established in this article. The street and alley arrangement shall be such as not to cause a hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Off-set streets should be avoided. The angle of intersection between streets should not vary by more than ten degrees from a right angle. Streets obviously in alignment with existing streets shall bear the names of the existing streets. All proposed street names shall be checked against duplication of other street names.
- B. Street and Alley Width:
1. As a minimum requirement for streets, avenues and sidewalks, the plat shall dedicate a width of at least 50 feet, at least five feet thereof on each side for sidewalks, and at least 40 feet intervening between sidewalks; provided, that in the event that the city commission, upon recommendation by the city planning board, finds that traffic conditions and transportation requirements so demand, a greater width may be required; and except that, dead-end streets not exceeding 1,000 feet in length and termination in a turnaround with a minimum radius of 50 feet may have a minimum width of 40 feet.
 2. When streets parallel and adjoin unsubdivided property, a half street, at least 25 feet in width, may be dedicated, and whenever subdivision property adjoins a half street, the remainder of the street shall be dedicated.
 3. Alleys are not recommended in single-family and two-family residential districts; and when provided a minimum width of 20 feet shall be required. Alleys are required in the rear of all business lots and shall be at least 20 feet wide. A five-foot cut-off shall be made at all acute angle intersections.
- C. Easements – Easements of at least five feet in width shall be provided on each side of all rear lot lines and along side lot lines, where necessary, for poles, wires, conduits, storm and sanitary sewers, gas, water or other mains. Easements of greater width may be required along or across lots where necessary for the extension of main sewers or other utilities or where both water and sewer lines are located in the same easement.
- D. Blocks:
1. No block shall be longer than 1,200 feet. Where blocks are over 1,000 feet in length, a crosswalk at least ten feet in width may be required near the center of the block.
 2. In platting residential lots containing less than 15,000 square feet, the depth of the block should not exceed 300 feet.
 3. Where a tract of land is of such size or location as to prevent a lot arrangement directly related to normal street design, there may be established one or more courts, dead-end streets or other arrangements; provided that, proper access shall be given to all lots from a dedicated street or court. A dead-end street shall terminate in an open space (preferably circular) having a minimum radius of 50 feet. A dead-end street shall not exceed 1,000 feet in length.
- E. Lots:
1. The lot arrangement and design shall be such that all lots will provide satisfactory and desirable building sites, properly related to topography and the character of surrounding development.

(Continued on following page)

2. All side lines of lots shall be at right angles to straight street lines and radial to curved street lines, except where a variation to this rule will provide a better street and lot layout. Lots with double frontage shall be avoided.
 3. No lot shall have an area or width less than that required by any zoning ordinance. In an unzoned area, no lot shall have an average width of less than 60 feet, nor shall it contain less than 7,500 square feet.
 4. Where corner lots back upon lots facing the side street, the corner lots shall have extra width sufficient to permit the establishment of front building lines on both the front and side of the lots adjoining the streets.
- F. Building lines – Where the subdivided area is not under zoning control, the subdivider shall establish building lines in accordance with the needs of each development, but in no case shall such building lines be less than 30 feet from the right-of-way of the street or highway upon which the lot fronts. Restrictions requiring buildings to be set back to such building lines shall be shown on the plat. Except where zoning regulations apply, restrictions shall also be made and shown on or referred to on that plat requiring all residential buildings to be set at least six feet off each side lot line and not less than 30 feet from rear lot lines.
- G. Character of development – The subdivider shall confer with the board regarding the type and character of development that will be permitted in the subdivision and may agree to place certain minimum restrictions upon the property to prevent the construction of substandard buildings, control the type of structures or the use of the lots which, unless so controlled, would clearly depreciate the character and value of the proposed subdivision and of adjoining property. Deed restrictions or covenants running with the land may be included to provide for the creation of a property owner's association or board of trustees for the proper protection and maintenance of the development in the future; provided that, such deed restriction or covenants shall not contain reversionary clauses wherein any lot shall return to the subdivider because of a violation thereof of the terms of the restrictions or covenants. Where the subdivision contains sewers, sewage treatment plants, water supply systems, park area, street trees or other physical facilities necessary or desirable for the welfare of the area and which are of common use or benefit and which the city or county does not desire to maintain, provision shall be made by trust agreement as part of the deed restrictions, acceptable to the city or county for the proper and continuous maintenance and supervision of such facilities by the lot owners in the subdivision.
- H. Parks, schools sites, etc. – In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds and other common area for public use so as to conform to any recommendations of the currently effective city plan. Any provision for schools, parks and playgrounds should be indicated on the preliminary plan in order that it may be determined when and in what manner such areas will be provided or acquired by the appropriate public agency.
- I. Easements along streams or canals – Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide or dedicate an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or for drainage, parkway or recreational use.
- J. Minimum radius for property lines of corner lots – The property lines of all corner lots at the intersecting street lines of all subdivisions of property hereafter submitted shall have a minimum radius as follows:
1. Residential areas, 15 feet.
 2. Business and commercial areas, ten (10) feet.
 3. Streets intersecting main arterial boulevards:
 - a. In residential areas, 20 feet.
 - b. In business and commercial areas, ten (10) feet.
- K. Other design standards – Subsection 94-44(e) should be referred to for other design standards associated with minimum subdivision improvements.
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LOS Analysis Summary Table

Type of Facility:	Existing FLU Designations:	Proposed FLU Designations:	Resulting Impact:	Service Provider Capacity:
Drainage	80% impervious area (bldg. / pavement / sidewalks, etc.)	80% impervious area (bldg. / pavement / sidewalks, etc.)	Both FLU designations meet the 3 yr. – 1 hr. drainage LOS requirements	
Water*	0.01 FAR x 1.90 ac. x 43,560 x 0.1 gallons per day (GPD) = 83 GPD (at maximum FAR for CON)	1.0 FAR x 1.90 ac. x 43,560 x 0.1 gallons per day (GPD) = 8,276 GPD (at maximum FAR for CS)	Increase of 8,193 GPD	
Waste Water (Sewer)*	0.01 FAR x 1.90 ac. x 43,560 x 0.2 GPD/SF = 166 GPD (at maximum FAR for CON)	1.0 FAR x 1.90 ac. x 43,560 x 0.2 GPD/SF = 16,553 GPD (at maximum FAR for CS)	Increase of 16,387 GPD	
Solid Waste	7.8 lbs/day/person x 1 people x 365 days/year / 2,000 = <u>1.42 Tons/year</u>	7.8 lbs/day/person x 16 people x 365 days/year / 2,000 = <u>22.78 Tons/year</u>	Increase of 21.36 Tons/year	
School	0 dwelling units	0 dwelling units	No change in impact	
Traffic**	2 Daily Trips	60 Daily Trips	Increase of 58 Daily Trips	

SAMPLE