



Planning & Zoning Department 5581 W. Oakland Park Blvd., Lauderhill, FL 33313

Phone: 954.730.3050

Site Plan Development & Modifications - Application

DEADLINE: Initial paper submission and fee must be received by 5:00 PM on the day of the deadline. *Electronic file submission must be provided on a USB with the submittal.* Refer to the Department Meeting Schedule & Submittal Deadline' document provided on the City's website for submission deadlines. *To ensure quality submittal, this project will only be added to the agenda when a complete submission has been provided. If a complete submission is not uploaded by the deadline, the Applicant will be notified via email with an itemized list of outstanding items and/or corrections.*

Application Review Process:

Lammestion Type	Step 1	Step 2	Step 3	Step 4	Step 5
Site Plan/ Building Modification	DRC Review	Development Order from Staff			
Site Plan Review subject to the approval by Planning & Zoning Board (P&ZB)	Pre-Application Meeting	DDC Daview	P&ZB	Development Order from the P&Z Board	
Site Plan Review subject to the approval of the City Commission	(Required Prior to DRC Submittal)	DRC Review	Review	City Commission Review	Resolution from the City Commission

APPLICATION SUBMISSION PROCESS: Upon reception of the *PAPER SUBMISSION* (see below) by Staff. Staff will review to ensure a complete submittal with 5 business days.

SUBMISSION: The following paper documents must be submitted:

	Solow. The following paper documents must be submitted.		
PAPER	One (1) completed application with original signatures.		
	One (1) Affidavit (must be completed by the Landowner)		
	One (1) Letter of Authorization (signed by the Landowner), if the Applicant is not the Landowner		
	Application Fee as established by the City Commission. Refer to Chapter 6 – Section. 6-10 – Enumeration of permit fees, regulations and inspection fees. Checks must be made payable to the "City of Lauderhill."		
2	A certified copy of the Mailing list of all property owners within 500 feet of the site		
13	Copy of Deed or Contract to Purchase		
	One (1) complete signed and sealed site plan package; Nine (9) copies of the site plan package. Site Plan drawings should be 24" x 36" in size.		
USB	One (1) electronic version of the site plan package.		

SCHOOL CONCURRENCY: PURSUANT TO THE INTERLOCAL AGREEMENT WITH THE BROWARD COUNTY SCHOOL BOARD RESIDENTIAL PLATS AND SITE PLAN APPLICATIONS shall not be approved without providing the appropriate written approvals from Broward County School District. Applicants must transmit residential plats and site plans to Broward County School District. The most current application may be retrieved by visiting their website:

https://v. https://v. https://www.prdschools.com/cms/lib/FL01803656/Centricity/Domain/13479/PublicSchoolImpactApplication1.pdf

For additional information or questions, please contact the Growth Management Department of the School Board of Broward County at their phone number: (754)-321-2160, or physical office: Facility Planning & Real Estate, 600 SE 3 Avenue, Fort Lauderdale, Florida 33301.

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Development Review Applicability

Article IV - Development Review Requirements

Section 1.5. Administrative Review:

- 1.5.1. Applicability. The following improvements, modifications or change in ownership shall require administrative review through the site plan modification process:
 - A. Sculpture, fountains, waterfalls and other landscaping improvements.
 - B. Sidewalks, driveways, patios, awnings and covered walkways, canopies and temporary structures.
 - C. Diminution in size of a structure.
 - D. Canal bank improvements.
 - E. Fences and walls.
 - F. Single family new construction shall be consistent with Article IX, Community Appearance Committee.
 - G. Revisions mandated by the Florida Building Code that trigger an administrative review as identified herein.
 - H. Modifications to site plans; however, any modification to City-initiated developments exceeding thirty thousand dollars (\$30,000.00) shall require major review.
 - I. American with Disabilities Act improvements.
 - J. Dumpster enclosure improvements.
 - K. Conversion to condominium ownership.
 - L. Alteration of any existing building and structure shall be consistent with Article IX, Community Appearance Committee.
 - M. Painting or staining of an exterior surface of any nonresidential building and structure shall be consistent with Article IX, Community Appearance Committee.

Notwithstanding the above, the Planning and Zoning Director has the discretion to allow administrative review through the development permit application or special events application process for sculptures, fountains, waterfalls, sidewalks, driveways, temporary structures, fences and painting and staining.

- 1.5.2. Application requirements. All applications for developments requiring administrative review shall comply with the following:
 - A. The applicable provisions of the City Land Development Regulations.
 - B. The applicable provisions of the City Comprehensive Plan.
 - C. The Florida Building Code.

Section 5.1. – Approval of site plan; application for building and engineering permits:

No building permit except as provided in Article IV, Sections 1.5.1, 1.5.2 of the Land Development Regulations shall be issued for any construction or any alteration of existing land and water covered by this Section until such time as the proposed development has been approved by the Planning and Zoning Board of the City with respect to the conditions and criteria set forth in this Section. It shall be the duty of the Planning and Zoning Board to review the plans at a public hearing and shall approve or disapprove the proposed site plan or development plan.

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Type of Development Review (Check all that apply) hanges / Alterations New Building / **Dumpster Enclosure Developing Vacant Lot** Landscaping Х **Structure Parking Configuration ADA Parking** Fence / Gate / Wall **Building Addition** Other: Site Lighting **Building Facade** Property Description Street Address: Folio Number(s): 7240 W Commercial Boulevard; 494115140040 and 494115140050 7240 NW 56 St, Lauderhill, FL 33319 **Nearest Cross Street:** NW 73rd Avenue Subdivision: Block: Lot: 4 and 5 Commercial Boulevard Shoppes No. 2 epresentative or Agent Landowner (Owner of Recor Business Name (if applicable): Business Name (if applicable): Miskel and Backman, LLP Florida Investments 7, LLC Name and Title: Name and Title: Hope Calhoun, Esq. REMA Sara Thompson, Esq. Signature: Signature: Date: Date: Mailing Address: Mailing Address: 14 SE 4th Street, Suite 36 19790 W Dixie Hwy, Suite 1111 City, State & Zip Code: City, State & Zip Code: Miami, FL 33180 Boca Raton, FL 33432 Phone Number: **Phone Number:** 561-405-3363 Please contact agent miskelhackman.com Email: Email: sthompson@dmbblaw.com Please contact agent All communication will be sent to the Landowner (Owner of Record) and Applicant, unless otherwise requested. Indicate who should be provided with copies of written correspondence: Architect Engineer Attorney Other





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A PART LARGE BUILDING	Entineer
Business Name (if applicable):	Business Name (if applicable):
	Thomas Engineering Group
Name and Title:	Name and Title:
	Thomas Engineering Group Name and Title: Kristin DiPierro, Project Manager
Signature:	Signature:
	Custo Pilan
Date:	Date:
	3/21/24
Mailing Address:	Mailing Address:
	6300 NW 31 St Ave
City, State & Zip:	City, State & Zip Code:
	Port Lauderdale, FL 33309
Phone Number:	Phone Number:
	954-202-7000
Email:	Email:
	kdipi cro@thomas eg.com
Allomey	The second secon
Business Name (if applicable):	Other Business Name (if applicable):
	Other
Business Name (if applicable):	Other
Business Name (if applicable): Same as Owner Agent	Other Business Name (if applicable):
Business Name (if applicable): Same as Owner Agent	Other Business Name (if applicable):
Business Name (if applicable): Same as Owner Agent Name and Title:	Business Name (if applicable): Name and Title:
Business Name (if applicable): Same as Owner Agent Name and Title:	Business Name (if applicable): Name and Title:
Business Name (if applicable): Same as Owner Agent Name and Title: Signature:	Other Business Name (if applicable): Name and Title: Signature:
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Business Name (if applicable): Same as Owner Agent Name and Title: Signature: Date: Mailing Address:	Business Name (if applicable): Name and Title: Signature: Date: Mailing Address:
Business Name (if applicable): Same as Owner Agent Name and Title: Signature: Date: Mailing Address:	Business Name (if applicable): Name and Title: Signature: Date: Mailing Address:
Business Name (if applicable): Same as Owner Agent Name and Title: Signature: Date: Mailing Address: City, State & Zip:	Date: Mailing Address: City, State & Zip Code:
Business Name (if applicable): Same as Owner Agent Name and Title: Signature: Date: Mailing Address: City, State & Zip:	Date: Mailing Address: City, State & Zip Code:





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		Site Data		
*Acres should be round	ed to the nearest tenth. **:	Square feet for non-residential develop	oments should be rounded to the nearest thousand.	
Gross Acres*:	Net Acres*:	Number of units (Residential):	Total square feet of the building** (Non-Residential):	
1.3 acres	1.3 acres	N/A	9,375 square feet total	
Development / Pro	oject Name:			
7240 W Commerc	ial Redevelopment			
	oment by use & intensity: drive through restaurant and 7,0	00 square foot retail space	¥1	
	ne proposed scope of work reater detail the full project		arrative must be submitted separately	
	ting structure with a 2,375 squa	re foot drive through restaurant ar	nd redevelopment of the western portion of the	
	Ac	dditional Information	ALL TO SELECT CHEST OF THE SE	
Have any other ap	plications been submitted	for this site? Yes	⊗ No	
If so, list the other applications & provide reference to the Meeting Date/ Results:				
Pre-Application C November 30, 2				





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AFFIDAVIT

I AM THE LANDOWNER OF RECORD (OR I HAVE FURNISHED THE CITY OF LAUDERHILL WITH A NOTARIZED LETTER FROM THE LANDOWNER AUTHORIZING ME TO SUBMIT THIS APPLICATION ON THEIR BEHALF), AND DO HEREBY SWEAR OR AFFIRM THE FOLLOWING:

- 1. THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION AND THE ATTACHMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.
- 2. CONSISTENT WITH THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF LAUDERHILL, FLORIDA, I WILL CAUSE A SIGN AT LEAST THREE (3) SQUARE FEET IN SIZE TO BE POSTED ON THE SUBJECT PROPERTY FACING AND VISIBLE FROM THE STREET AT LEAST TEN (15) DAYS PRIOR TO THE PUBLIC HEARING. MOREOVER, I CERTIFY THE SIGN WILL REMAIN POSTED FOR THE DURATION OF THE TIME REQUIRED FOR THE POSTING OF THE SUBJECT PROPERTY AND A PHOTOGRAPH OF THE SIGN POSTED ON THE SUBJECT PROPERTY WILL BE PROVIDED TO THE CITY OF LAUDERHILL PLANNING AND ZONING DEPARTMENT AT LEAST SEVEN (7) DAYS PRIOR TO THE PUBLIC HEARING. I WILL CAUSE THIS SAME SIGN TO BE REMOVED WITHIN SEVEN (7) CALENDAR DAYS AFTER THE HEARING.
- 3. CONSISTENT WITH THE LAND DEVELOPMENT REGULATIONS, I WILL PROVIDE WRITTEN NOTICE TO ALL PROPERTY OWNERS WTIHIN 500 FEET OF THE SUBJECT PROPERTY POSTMARKED NO FEWER THAN 15 CALENDAR DAYS BEFORE THE HEARING DATE. THE SAME WRITTEN NOTICE WILL BE PROVIDED TO ALL LARGE ASSOCIATIONS, BASED ON THE E-MAIL DISTRIBUTION LIST FURNISHED BY THE CITY.

Landowner's Name:
(or Authorized Official – Owner's Authorization Letter required if not the Owner of Record)
Address:
(City) (State) (Zip Code)
Signature of Owner or Authorized Representative
SWORN AND SUBSCRIBED before me this day of, 224 by means of physical presence or [] online notarization.
NOTARY PUBLIC, STATE OF FLORIDA Notary Public State of Florida Marina A de Hoffmann My Commission HH 221503 Exp. 1/27/2026
(Name of Notary Public: Print, stamp, or Type as Commissioned.)
Personally know to me, or Produced identification: (Type of Identification Produced)

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					<u>PLANS</u>	CHI	ECKLIST				
					T THE APPLICAN						
	Cover Sheet		Survey	OWI	NG DRAWINGS A Architectural Elevations	ARE I	Landscape & Irrigation Plans		Color Renderings w/ material descriptions		Photometric Plan
	Site Plan(s)		Recorded Plat		Floor plans and tabular data		Tree Survey		Civil Plans		Security Plan
All p	lans to be	orien	ted the same	as s	urvey.	3			-		
	202 - 342	Sily			Site Develop	meir	t Tabular D	ata		Blyh	THE WINE !
					nation shall be al, retail, office, w					icka	ge:
 The number of lots proposed to be created by the development. Identify any accessory uses, and the proposed net square feet of each use. Parking - identify the off-street parking requirement (including handicapped parking spaces), the number of parking spaces required, and the parking spaces provided. See LDR Art III, Sec 6.5 for Parking Standards. Loading Requirements identify the off-street loading requirement, the number of loading spaces required, and the loading spaces provided. See LDR Art III, Sec 6.6 for Loading Standards. Landscape Requirements - Identify the landscape requirements, the number of trees required, and the trees provided. See LDR, Schedule J for Standards. Pervious Requirements - Identify the size and the extent of land devoted to previous surfaces. See LDR, Schedule J, Part 2.0 for Standards. Impervious Surface Requirements - Identify the size and extent of land devoted to impervious surfaces. See LDR, Schedule J, Part 2.0 for Standards. 											
Indicate the number of residential dwelling units by housing type and bedrooms Calculate the net and gross residential densities by acreage (dwelling units / acre) and bedrooms (bedrooms / acre) Type of residential unit proposed (apartments, condominiums, townhouses, etc.) If residential, will the proposed units be for sale or rental? Will the proposed residential units be deed restricted as affordable housing? If so, indicate the type of income											
N	restrictions the restriction will apply. Non-Residential Uses										
	Identif Calcul	y the late th	gross and ne	y of tl	area of each nor ne proposed deve			area	of the non-reside	ential	use in square
SI	RVIDYORG	PY of	signed and sea	led or	icinal	NE JOH		EAN		123	
	Curre	nt or o	dated within 1								

Current or dated within 1 year of submittal

Legal description of property

Property lines clearly shown

Location of all easements and utilities

All adjacent rights-of-way with dimensions to centerline, dimension of width, pavement width

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	Flood zone and floo	od elevation data in NAVD format							
No in	FLEN(S): Mixa to a	SWIT TO DNE (AT) INCH = TWENTY (20") FEET where practical and include the following							
۸.	General Information								
		applicant, owner, architect and/or engineer preparing plans with their respective addresses,							
	telephone and fax i								
	Location map showing arterial streets and section lines								
	All adjacent rights-of-way, indication of required right-of-way dedications, and right-of-way and pavement widths								
_		eatures, overall building footprint, setbacks, parking stalls, driveway widths, walkways,							
	landscape areas, s	igns, and provide sight triangles							
	Scale and north arr								
	Property lines and	easements clearly shown							
		es including water, sewer, gas, & assoc. elements including DDCV, Siamese connections,							
===	backflow preventer	s, etc.							
		er features, drainage improvements and on-site retention areas							
		water & sewer demand (gallon usage per day)							
		ents such as sidewalks, bus bays, turning lanes, utility lines and fire hydrants; also indicate all							
		cuts within 300 feet of the site							
В.	Zoning District Int								
=		esignation of property							
=		project (and proposed zoning, if applicable) cipal and accessory structures with dimensions to lot lines and between structures							
=									
=	Building elevations	ge of pervious and impervious areas and as percentages of total area							
=	Computation - Gros								
	Computation – Net								
=	Computation – Net	Number of dwellings							
===	-	Density (total units per acre and total number of bedrooms per acre)							
=-	Residential Use	Dwelling units by type (unit type: townhouse, condominium, etc.)							
=	- Trooladiniai doc	Floor area of dwelling units by type							
=	-	Bedroom Counts (provide table with the breakdown of bedroom types: Studio, 1 BR, etc.)							
=		Total Gross square footage for all buildings							
	Non-Residential Use	Gross square footage for all uses							
=	-	Gross square footage for individual buildings							
=	Non-Residential Use	Gross square footage for individual buildings per floor							
	(cont.)	Gross square rootage for individual buildings per ricor							
C. 🗆	Use Information:								
_	Proposed Principal								
	Proposed Accesso	ry Use(s), fill in:							
D.		Design Information:							
-		and Loading Plan: Number of off-street parking spaces required and provided including							
		typical sizes shown; Number of required and provided loading spaces; Access aisles and							
		ion with circulation plan; and surfacing materials							
+		nd-mounted mechanical equipment, commercial containers, and rescreening methods							
		nd specifications of all fences and walls							
		n to include location and type of sign							
	50ft outside minimu	circulation plan incorporating the approved road widths and turning radius at 30ft inside and							
Melo	Jour ourside minimu								
Trans.	Disconnicus della	N(S) Must be sealed by a Florida Registered Architect and include the following							
	Dimensioned floor	plans for all floors proposed							





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Design Plan – Residential Compatibility: Roofs; Exterior color palette; Architecture features; outdoor activity areas; location of off-street parking areas; location of loading, service, and refuse areas; and location and photographs of abutting single family residential development	,							
Design Plan – Multifamily Residential: Site layout including buildings, parking, and outdoor activity areas; Building Size; Building Facades (including list of options); Architectural Variability options; Roofs; and Materials Design Plan – Commercial Institutional and Mixed Use; Site layout including buildings, parking, and loading								
	service and equipment areas; Building Size; Building Façades and materials; Building Entrances; Fenestration/ Transparency; and Roofs							
Design Plan – Industrial: Site layout including buildings, parking, and loading, service and equipment areas Building Size; Building Façades and materials; and Building Entrances	;							
☐ Elevations of all facades identifying colors and materials (by manufacturer and name/number) proposed								
Roof plan showing location of all rooftop mechanical equipment and screening methods								
Vertical dimensions of façade and elevation features, building floors, mean height/high point and slope of re	of							
LINES ARE IN PLANS	1131							
	100000							
Circulation Plan: Street Connectivity; Emergency and service vehicle access; Vehicle stacking; Turning rad Traffic calming measures; Bicycle access; Number of bicycle spaces required and provided; and Pedestria access	ا ا							
Site plan development standards for fire prevention NFPA 1 - Chapter 18, Fire Department Access an Water Supply	er							
number of floors and height of building to highest occupiable floor level	All proposed and existing buildings: provide occupancy classification, construction type, square footage,							
outside minimum. Provide both arcs and center point that arcs are measured from	Fire apparatus circulation plan incorporating the approved road widths and turning radius at 30ft inside and 50ft outside minimum. Provide both arcs and center point that arcs are measured from							
protection appliances need to be placed along fire department access routes. Refer to NFPA 1 2009ed	Location of all existing and proposed water utilities, fire hydrants, and main sizes. Fire hydrants and other fire protection appliances need to be placed along fire department access routes. Refer to NFPA 1 2009ed Chapter 18 for required fire flow and Annex I for number of hydrants and spacing. Minimum of 2 fire hydrants are required within 400ft of any future building. Distance is measured by fire apparatus travel on access							
Provide Fire Flow Data: Fire flow calculations are determined from square footage and construction type of structure. Refer to NFPA 1 chapter 18 and Annex I for required fire flow, number/spacing of fire hydrants								
RECORDED PLATE COFF or original Alfabetic Annual An	100							
Signed and sealed by the City Clerk, City Engineer, Mayor and the Chairman of the Planning & Zoning Boa	rd							
Plat net & gross acreage								
All existing and proposed public or private streets, alleys, right-of-ways, easements for utilities, bike paths, shelters, or bus bays, canals, lakes and other major water courses either on or adjacent to property	ous							
Dedication of streets or other improvements								
Area of each lot and of the plat as a whole to the nearest square foot area tabulation including the right-of-v	vay							
dedication, easements, etc	•							
LANDISCAPE PLANT Must be sealed by a Florida Registered Landscape Architect and include the following:	600							
Location of all landscaped areas with dimensions								
Common and scientific names for all plant material								
Plant location and spacing of plant material Plant location and spacing of plant material								
requirements Quantities and sizes of plant material with percentages of material by species and nativity								
Building location								
Light pole fixtures and light pole locations showing required 15-foot radius around each fixture								
Parking and vehicular-use areas								
Square footage of vehicular use area and percentage of interior landscaping								
Location of all walls, fences, berms and other buffers with material specifications and heights								
Commercial container locations and screening								
Commercial container locations and screening								

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	Screening of ground-mounted mechanical equipment
	Location of all easements
TRE Trees	THE VEY & TREE APPRAISALS:
	Tree survey to include corresponding tree assessments in table form. Include the following data: common name, scientific name, size, condition, value and status (existing vegetation on site, vegetation to remain, to be removed and relocated)
	Tree appraisals to follow cost approach as identified in Rule 14-40.030 in the FL Administrative Code
Ral	CATTEN PLANUMED be solded by a Et. Registered Landscape Architect or Professional Engineer.
	Irrigation plan showing irrigation layout
	Location of all existing and proposed paved areas, all existing and proposed spot grades, and all existing and proposed drainage utilities
	Location of all existing and proposed water and sewer utilities
	Location of all easements
Kallyn	ELITTICAL MANY has ground by a Plot van Registeren Armessional Engineer and Inquirie distribution
	Paving, grading, and drainage (PGD) plan showing location of all existing and proposed paving specifications, all existing and proposed spot grades, and all existing and proposed drainage utilities
	Water and sewer (WS) plan showing location of all existing and proposed utilities for water and sewer, AT&T, Comcast, FPL, and Teco Gas
	Traffic markings and signage (TMS) plan showing all pavement makings and traffic signage
	Paving, grading, drainage, and sewer details
	TOMETRIC PLANTEMENT OF THE CONTROL O
	Lighting / Photometric Plan: Location, height, and detail of Lighting fixtures; and Illumination levels, direction and shielding
PLE	JD BAFETY SECURITY PLAN: Incorporating security strengthening and CPTED principles.
	Location of all walls, fences, and gates with material specifications and heights
	Location of all external cameras and motion sensors
	Location of dumpster with gate detail allowing for gap from grade to gate
	Bench/seating area locations with furnishing detail to include separators
	Location, height, and specification of security-aiding landscaping or landscape maintenance (thorny shrubs, continuous hedging, low maintenance of shrubs)
	Specifications of non-impact and impact glass
	Narrative: identifying how <u>all 5 CPTED Principles</u> are being achieved in the Security Drawing Plan, along with an approved maintenance plan. (Refer to page 11 of this application)





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ADDITIONAL RESOURCES:

CPTED PRINCIPLES Crime Prevention Through Environmental Design

CPTED Principle #1 - Natural Surveillance

"See and be seen" is the overall goal when it comes to CPTED and natural surveillance. A person is less likely to commit a crime if they think someone will see them do it. Lighting and landscape play an important role in Crime Prevention Through Environmental Design.

CPTED Principle #2 - Natural Access Control

Natural Access Control is more than a high block wall topped with barbed wire. Crime Prevention Through Environmental Design or CPTED utilizes the use of walkways, fences, lighting, signage and landscape to clearly guide people and vehicles to and from the proper entrances. The goal with this CPTED principle is not necessarily to keep intruders out, but to direct the flow of people while decreasing the opportunity for crime.

CPTED Principle #3 - Territorial Reinforcement

Creating or extending a "sphere of influence" by utilizing physical designs such as pavement treatments, landscaping and signage that enable users of an area to develop a sense of proprietorship over it is the goal of this CPTED principle. Public areas are clearly distinguished from private ones. Potential trespassers perceive this control and are thereby discouraged.

CPTED Principle #4 - Maintenance

CPTED and the "Broken Window Theory" suggests that one "broken window" or nuisance, if allowed to exist, will lead to others and ultimately to the decline of an entire neighborhood. Neglected and poorly maintained properties are breeding grounds for criminal activity. A formal CPTED based maintenance plan will help you preserve your property value and make it a safer place.

CPTED Principle #5 - Activity Support

Increase the use of a built environment for safe activities with the intent of increasing the risk of detection of criminal and undesirable activities. Natural Surveillance by the intended users is casual and there is no specific plan for people to watch out for criminal activity.

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ADDITIONAL RESOURCES: REAL ESTATE RESEARCH SERVICES

The following companies have provided the required certified mailing list for previous applicants. This is not a comprehensive list of companies that provide this service, nor shall this be construed as a list of companies the City endorses. This is merely a list of businesses who have provided this service in the past.

Please refer to the yellow pages or internet search engine for additional sources.

Alldata Real Estate Systems, Inc. 290 NE 51st Street Ft. Lauderdale. FL (954) 772-1800

Cutro & Associates, Inc. 1025 Yale Drive Hollywood, FL (954) 920-2205

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