



Rezoning / Land Use Amendment 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 application will be notified via email with an itemized list of outstanding items and/or corrections.**

Application Review Process:

Application Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Rezoning	Pre-Application Meeting	DRC Review	P&ZB Review	City Commission Review	Ordinance from the City Commission	
Local Land Use Amendment	Pre-Application Meeting (Required Prior to DRC Submittal)	DRC Review	P&ZB Review	City Commission Review	Ordinance from the City Commission	
County Land Use Amendment					County Commission Review	Ordinance from the County 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:

PAPER	X	One (1) completed application with original signatures.
	X	One (1) Affidavit (must be completed by the Landowner)
	X	One (1) Letter of Authorization (signed by the Landowner), <i>if the Applicant is not the Landowner</i>
	X	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.”
	X	A certified copy of the Mailing list of all property owners within 500 feet of the site
	X	Copy of Deed or Contract to Purchase
	X	One (1) current survey (illustrating all existing conditions and easements)
	X	One (1) copy of the conceptual plan
	X	One (1) Narrative including existing land use(s), existing zoning district(s), proposed zoning district(s), proposed land use(s), explanation of need for proposed rezoning and/or land use amendment, and how the proposal is compatible with the subject area & Comprehensive Plan
		One (1) complete signed and sealed rezoning plan package (if a Planned Unit Development)
	X	DRC - Nine (9) copies of the rezoning plan(survey, conceptual plan, narrative, etc.) - 24” x 36”
		P&ZB - Nine (9) copies of the rezoning plan(survey, conceptual plan, narrative, etc.) - 24” x 36”
		CC – One (1) signed & sealed set of the complete rezoning package - 24” x 36”
USB	X	One (1) electronic version of the rezoning plan package.



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Article IV – Development Review Requirements

Section 2.4. Basis for recommendations

In reviewing and formulating recommendations to the City Commission on requested or proposed changes in the zoning district regulations, the Planning and Zoning Board shall consider and evaluate the changes in relation to all pertinent factors, including the following:

- 2.4.1. The character of the district and its peculiar suitability for particular uses.
- 2.4.2. Conversion of the value of buildings and encouraging the most appropriate use of land and water throughout the City.
- 2.4.3. The applicable portions of the adopted City comprehensive plan and programs such as land use, trafficways, recreation, schools, neighborhoods, drainage and housing, and so forth.
- 2.4.4. The needs of the City for land areas for specific purposes to serve population and economic activities.
- 2.4.5. Whether there have been substantial changes in the character or development of areas in or near an area under consideration for rezoning.
- 2.4.6. The facts and opinions presented to the Planning and Zoning Board through hearings.

Land Development Regulations Schedules

Schedule D – Planned Development Project Regulations

Section 6. – Rezoning of land to P.U.D. (Planned Unit Development)

- 6.02. Information required. In addition to information required for application for rezoning generally, the applicant shall submit the following materials or data in the form of a petition for rezoning:
- 6.0201. Legal documents assuring unified control of the proposed P.U.D. and any agreements required by the Planning and Zoning Board.
 - 6.0202. Tabulations of total gross acreage in the P.U.D. and percentages thereof proposed to be devoted to the several dwelling types, other permitted uses, park and recreational facilities, open spaces, schools, streets and rights-of-way, and other reservations of land. Tabulations shall also show the proposed number and types of dwelling units and densities.
 - 6.0203. A P.U.D. Rezoning Development Plan. At the time the petition for rezoning to P.U.D. is filed, the petitioner shall submit as part of said petition, in fifteen (15) identical copies, a P.U.D. development plan for the proposed P.U.D., including a written description and maps, reproduced and bound in a report format not to exceed eleven (11) inches by seventeen (17) inches in size, which shall include not less than the following materials:
 - (A) Title of the project and the name(s) of the professionals preparing the submission.
 - (B) Existing physical conditions of the site, including existing vegetation, topography, water courses, streets, rights-of-way easements, existing structures, soil conditions (series) and any other major natural features.
 - (C) Identification of the developer; and description of the location and access of the P.U.D.
 - (D) Generalized land use plan and development program (phasing) in terms of uses, densities, and population projections.
 - (E) Residential plan and program in terms of density and housing types, and projected population.
 - (F) Proposed usage of commercial and service areas.
 - (G) The plan for circulation, streets and parking, and the proposed parking ratio.
 - (H) The plan and program for open space, linear parks, parks, pedestrian and equestrian ways, and community and recreation facilities, etc.
 - (I) Provisions for municipal and public services.
 - (J) Provisions for water, sewer, and other utility services.
 - (K) Provisions for schools and educational facilities, and projections of school-age children.
 - (L) The plan for grading, excavation, drainage and waterways, and necessary calculations.
 - (M) The relationship and conformity to the City's Comprehensive Plan and applicable county plans.
 - (N) The projected net fiscal impact on the tax base of the City.



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- (O) The estimated impact of the P.U.D. on increased vehicular traffic on existing and proposed moor streets and roadways.
 - (P) A plan showing all land and acreage to be offered for dedication to the City, county, and/or state, and a written statement offering such lands for dedication.
 - (Q) Existing zoning within one (1) mile of the site.
 - (R) Description of proposed P.U.D. standards for all streets and right-of-ways, linear parks, canals and water courses, residential dwelling types, and landscaping and planning.
 - (S) The amount of taxes generated by the use in the proposed development.
 - (T) All other requirements as directed by the Planning and Zoning Board.
 - (U) General location map, showing moor streets, facilities and developments within a two mile and five (5) mile radius.
 - (V) Boundary map, with legal description at a scale no less than 1 inch = 600 feet.
 - (W) General concept plan, as approved by the Planning and Zoning Board, showing the general pattern of land use, streets and circulation, and open spaces.
 - (X) Master plan: Land use and access, showing land use by type, residential land use by density classification, common open space (and the portion thereof to be classified as permanent or public), streets and rights-of-way (public and private), canals and linear parks, pedestrian ways, and easements and the location and acreage of all land to be offered for public dedication to the City, county, and/or state.
 - (Y) Utilities plan, showing location and sizes of water and sewer mains and provisions for water supply and sewage treatment.
 - (Z) Streets map, showing all proposed streets, rights-of-way, cartway widths, sidewalks, typical landscaping, signs and lighting, and typical cross-sections and intersections, and the separation of vehicular traffic from pedestrian circulation.
 - (AA) Grading and drainage plan, showing all existing and proposed grades, and existing and proposed water courses.
 - (BB) Typical landscaping plan, showing typical landscaping for housing areas, streets, open space, canal areas, buffer strips, recreational, and other areas.
 - (CC) Typical residential plan, showing typical site plan clusters, general floor plans of unit types and typical elevations, material, etc.
 - (DD) Illustrative site plan, of the entire P.U.D. showing general layout of streets, buildings, parking areas, open space, parks and canals and other important features, for illustrative purposes only.
 - (EE) Staging plan, showing the proposed order of development by year.
- 6.0204. A statement indicating that proposed modifications of zoning or other applicable City regulations are intended to serve the public interest to an equivalent degree, as would otherwise be required.



City of Lauderhill
 Planning & Zoning Department
 5581 W. Oakland Park Blvd., Lauderhill, FL 33313
 Phone: 954.730.3050

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Type of Development Review (Check all that apply)

Rezoning / Land use Amendment Building		
<input checked="" type="checkbox"/> Rezoning	<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Land Use Amendment

Property Description		
Street Address: 3840 Inverrary Blvd.	Folio Number(s): 494122020010	
Nearest Cross Street: Inverrary Blvd.		
Subdivision: Inverrary Country Club PB 70, Pg. 46	Block:	Lot:

Applicant, Owner's Representative or Agent	Landowner (Owner of Record)
Business Name (if applicable): Design & Entitlement Consultants, LLC.	Business Name (if applicable): Victorville West LTD. Partnership
Name and Title: Kenneth DeLaTorre, Principal / Manager	Name and Title:
Signature:	Signature:
Date: 4.9.26	Date: 3.31.2026
Mailing Address: 1127 Royal Palm Beach Blvd. Unit 411	Mailing Address: 6515 Grand Teton Plaza Ste.300
City, State & Zip: Royal Palm Beach, Fl. 33411	City, State & Zip Code: Madison, WI 53719
Phone Number: 561-707-3410	Phone Number: 305-692-5500
Email: ken@designandentitlement.com	Email: dlh@hrep.com
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:	
<input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input checked="" type="checkbox"/> Attorney <input checked="" type="checkbox"/> Other	



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Architect	Engineer
Business Name (if applicable): Pulte Home Company, LLC	Business Name (if applicable): Schnars Engineering
Name and Title: Aimee Carlson, Director of Land Development	Name and Title: Jeff Schnars, President
Signature: 	Signature:
Date: 4/1/26	Date:
Mailing Address: 1475 Centrepark Blvd. Suite 140	Mailing Address: 947 Clint Moore Road
City, State & Zip: West Palm Beach, Fl. 33401	City, State & Zip Code: Boca Raton, Fl. 33487
Phone Number: 561-268-5821	Phone Number: 561-241-6455
Email: aimee.carlson@pulte.com	Email: jeff@schnars.com
Attorney	Other
Business Name (if applicable): Miskel Backman, LLP	Business Name (if applicable):
Name and Title: Hope Calhoun, Partner	Name and Title:
Signature:	Signature:
Date:	Date:
Mailing Address: 14 S.E. 4th Street, Suite 36	Mailing Address:
City, State & Zip: Boca Raton, Fl. 33432	City, State & Zip Code:
Phone Number: 561-405-3324	Phone Number:
Email: hcalhoun@miskelbackman.com	Email:



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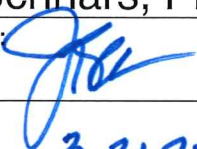
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Architect	Engineer
Business Name (if applicable): Pulte Home Company, LLC	Business Name (if applicable): Schnars Engineering
Name and Title: Aimee Carlson, Director of Land Development	Name and Title: Jeff Schnars, President
Signature:	Signature:
Date:	Date:
Mailing Address: 1475 Centrepark Blvd. Suite 140	Mailing Address: 947 Clint Moore Road
City, State & Zip: West Palm Beach, Fl. 33401	City, State & Zip Code: Boca Raton, Fl. 33487
Phone Number: 561-268-5821	Phone Number: 561-241-6455
Email: aimee.carlson@pulte.com	Email: jeff@schnars.com
Attorney	Other
Business Name (if applicable): Miskel Backman, LLP	Business Name (if applicable):
Name and Title: Hope Calhoun, Partner	Name and Title:
Signature: 	Signature:
Date: 4/11/2024	Date:
Mailing Address: 14 S.E. 4th Street, Suite 36	Mailing Address:
City, State & Zip: Boca Raton, Fl. 33432	City, State & Zip Code:
Phone Number: 561-405-3324	Phone Number:
Email: hcalhoun@miskelbackman.com	Email:



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Business Name (if applicable): Pulte Home Company, LLC	Business Name (if applicable): Schnars Engineering
Name and Title: Aimee Carlson, Director of Land Development	Name and Title: Jeff Schnars, President
Signature:	Signature: 
Date:	Date: 3.31.2026
Mailing Address: 1475 Centrepark Blvd. Suite 140	Mailing Address: 947 Clint Moore Road
City, State & Zip: West Palm Beach, Fl. 33401	City, State & Zip Code: Boca Raton, Fl. 33487
Phone Number: 561-268-5821	Phone Number: 561-241-6455
Email: aimee.carlson@pulte.com	Email: jeff@schnars.com
Attorney	Other
Business Name (if applicable): Miskel Backman, LLP	Business Name (if applicable):
Name and Title: Hope Calhoun, Partner	Name and Title:
Signature:	Signature:
Date:	Date:
Mailing Address: 14 S.E. 4th Street, Suite 36	Mailing Address:
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Site Data			
*Acres should be rounded to the nearest tenth.		**Square feet for non-residential developments should be rounded to the nearest thousand.	
Gross Acres*:	Net Acres*:	Number of units (Residential):	Total square feet of the building** (Non-Residential):
9.02 Ac.	9.02 Ac.	0 D.U.	Total = 23,000 S.F.
Development / Project Name:			
Inverrary Golf Course Clubhouse Rezoning Application			
Proposed development by use & intensity:			
Golf course clubhouse and ancillary supporting uses			
Briefly describe the proposed scope of work/ improvements (a project narrative must be submitted separately that explains in greater detail the full project scope):			
<p>Applicant is proposing a Rezoning Application in order to rezone the existing vacant golf course clubhouse parcel from existnig S-1 Open Space and Recreational to CR - Commercial Recreation. Justification for the request is to have the clubhouse parcel Zoning Designation consistent with the existing Zoning Designation of the golf course parcel.</p>			

Additional Information	
Have any other applications been submitted for this site?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If so, list the other applications & provide reference to the Meeting Date/ Results:	
Pre-Application Conference Date:	
September 22, 20-25	



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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 WITHIN 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: Victorville West Limited Partnership
(or Authorized Official – Owner's Authorization Letter required if not the Owner of Record)

Address: 6515 Grand Teton Plaza, Suite 300
Madison, Wi. 53719
(City) (State) (Zip Code)

Signature of Owner or Authorized Representative

SWORN AND SUBSCRIBED before me this _____ day of _____, _____ by means of
[] physical presence or [] online notarization.

NOTARY PUBLIC, STATE OF FLORIDA

(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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N/A PLANNED UNIT DEVELOPMENT CHECKLIST

*** STAFF RECOMMENDS THAT THE APPLICANT UTILIZE THIS CHECKLIST WHILE PREPARING THE DOCUMENTS. ALL OF THE FOLLOWING DRAWINGS ARE REQUIRED UNLESS APPROVED BY CITY PLANNER. ***

General Information:	
<input type="checkbox"/>	Names of project, applicant, owner, architect and/or engineer preparing plans with their respective addresses, telephone and fax numbers.
<input type="checkbox"/>	A statement of planning objectives for the district.
<input type="checkbox"/>	Legal description of property.
<input type="checkbox"/>	Property lines clearly shown
<input type="checkbox"/>	Computation - Gross acreage
<input type="checkbox"/>	Computation – Net acreage

Master Plan showing the general location of the following:	
<input type="checkbox"/>	Individual development areas, identified by land use(s) and/or development density or intensity
<input type="checkbox"/>	Open space (whether designated for active or passive recreation), including amount, and type of
<input type="checkbox"/>	All public and private streets, existing or projected transit corridors, and pedestrian and bicycle pathways, and how they will connect with existing and planned city systems
<input type="checkbox"/>	Environmentally sensitive lands, wildlife habitat, wetlands, and floodplains
<input type="checkbox"/>	On-site potable water and wastewater facilities, and how they will connect to city systems
<input type="checkbox"/>	On-site stormwater management facilities, and how they will connect to city systems
<input type="checkbox"/>	All other on-site public facilities serving the development, including but not limited to parks, schools, and facilities for fire protection, police protection, EMS, stormwater management, and solid waste management
<input type="checkbox"/>	Projects with structures greater than 35 feet in height, the shadowing on adjacent properties at the following times: two hours after sunrise, noon, and two hours before sunset during the winter solstice, spring equinox, summer solstice, and fall equinox
<input type="checkbox"/>	The impacts to view corridors of any adjacent properties of natural resources, including but not limited to, beaches, shores, waterways, recreation spaces and conservation spaces

Dimensional Information (may be shown on Master Plan or in a separate document):	
<input type="checkbox"/>	Land area
<input type="checkbox"/>	Types and mix of land uses
<input type="checkbox"/>	Maximum number of residential units (by use type)
<input type="checkbox"/>	Maximum nonresidential floor area (by use type)
<input type="checkbox"/>	Proposed Principal Use(s) from Appendix A: Consolidated Use Table
<input type="checkbox"/>	Proposed Accessory Use(s) from Appendix A: Consolidated Use Table)
<input type="checkbox"/>	Proposed Temporary Use(s) from Appendix A: Consolidated Use Table)
<input type="checkbox"/>	Minimum lot area



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<input type="checkbox"/>	Minimum lot width
<input type="checkbox"/>	Maximum impervious surface area
<input type="checkbox"/>	Maximum building height
<input type="checkbox"/>	Maximum individual building size
<input type="checkbox"/>	Minimum and maximum setbacks
<input type="checkbox"/>	Minimum setbacks from adjoining residential development or residential zoning districts

Additional Information:	
<input type="checkbox"/>	Modifications of Development Standards
<input type="checkbox"/>	Provisions addressing how transportation, potable water, wastewater, stormwater management, and other public facilities will be provided to accommodate the proposed development
<input type="checkbox"/>	Provisions related to environmental protection and monitoring
<input type="checkbox"/>	Identification of community benefits and amenities that will be provided to compensate for the added development flexibility afforded by the PD district
<input type="checkbox"/>	Development Phasing Plan
<input type="checkbox"/>	Any other provisions the City Commission determines are relevant and necessary to the development of the planned development in accordance with applicable standards and regulations



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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

SIGN SPECIFICATIONS:

Sign will be three (3) feet by three (3) feet in size and of a durable material. The applicant is required to post the sign on the property for which approval is sought at least fifteen (15) days before the public hearing. No permit shall be required for such sign.

The sign shall be posted upon the property so as to face, and be visible from, the street upon which the property is located.

SIGN must be WHITE background, BLACK letters.

SIGN must be securely attached to two, 2" x 4" posts (with nails or screws), and must be a minimum of 3 feet above ground level.

POSTS shall be set a minimum of 18" below ground level.

CITY OF LAUDERHILL NOTICE OF PUBLIC HEARING

REZONING / LAND USE AMENDMENT

DATE:

TIME:

LOCATION:

COMMISSION CHAMBERS

**5581 WEST OAKLAND PARK
BLVD**

LAUDERHILL, FLORIDA

**FOR ADDITIONAL INFORMATION
PLEASE CALL 954-730-3050**