



# SOUTH BROWARD DRAINAGE DISTRICT

## LAND USE PLAN AMENDMENT - REVIEW SUBMITTAL GUIDELINES

The following documents are required for SBDD's review and sign-off on a Land Use Plan Amendment:

- 1) Provide completed **Land Use Plan Amendment - Review Application**.
- 2) Provide one (1) copy of the **Proposed Development Plan** or a detailed description of the existing and proposed uses of the property.
- 3) Provide one (1) copy of the **Drainage Analysis** section of the Broward County Planning Council's Land Use Plan Amendment Application Checklist.
- 4) Provide **Application / Review Fee** of \$ 500.00. Fees shall be provided in the form of a check or money order made payable to: SOUTH BROWARD DRAINAGE DISTRICT. Please note that CASH or CREDIT CARDS are not a viable form of payment at this time.

Depending on the scope and nature of the proposed Land Use Plan Amendment, SBDD may require additional supporting documentation, including but not limited to the following:

- 5) Provide one (1) copy of the **Site Survey**.
- 6) Provide one (1) copy of the preliminary **Paving & Drainage Plan**. The plan shall indicate the location of all existing and proposed SBDD easements.
- 7) Provide one (1) copy of the **Drainage Report** or **Drainage Calculations** for the proposed site. The following information shall be included:
  - a. Land Use breakdown.
  - b. Basin Storage analysis per SBDD criteria.
  - c. Flood Routing Calculations for the 100-year, 3-day and 10-year, 3-day storm events.
  - d. Pre/Post Drainage Analysis.
- 8) Provide one (1) copy of the conceptual **SFWMD permit** (if applicable).

Upon receipt of the Land Use Plan Amendment package, SBDD shall review the applicant's submittal and provide written comments to the Broward County Planning Council, with a copy to the applicant.

The applicant shall address all Land Use Plan Amendment comments and resubmit revised documents as necessary.

As part of the Land Use Plan Amendment sign-off by SBDD, the property owner(s) shall agree to enter into a Maintenance & Indemnification Agreement with the District regarding the maintenance responsibilities for the on-site drainage system. In addition, the drainage system for the proposed development shall accommodate any off-site drainage through the property's drainage/water management system, as applicable.



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Once the applicant has addressed SBDD's Land Use Plan Amendment comments, the District Director will send an e-mail to the Broward County Planning Council notifying them that the applicant has addressed SBDD's Land Use Plan Amendment comments and that SBDD has no objections to the proposed Land Use Plan Amendment.

Please note that SBDD's sign-off on a Land Use Plan Amendment does not preclude the applicant or property owner from the requirement to obtain a Paving and Drainage Permit from SBDD, prior to starting any construction activities, or from complying with all SBDD criteria.