



TOWN OF PEMBROKE PARK PLANNING & ZONING DIVISION

3150 SW 52nd Avenue Pembroke Park, Florida 33023
954.966.4600
www.tppfl.gov

COMPREHENSIVE PLAN AMENDMENT APPLICATION

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

A Completed Town of Pembroke Park Comprehensive Plan Amendment Application.

Proof of Property Ownership (i.e. deed, property appraisers, or contract to purchase)

One (1) copy of a 24"x36" plat/survey dated within the last twelve (12) months.

Written Narrative explaining the purpose and justification for the proposed Comprehensive Plan Amendment (attach to application and provide in electronic format).

Legal Description of Property (in Word/text format).

Conceptual Site Plan demonstrating requested Comprehensive Plan Amendment.

Map amendments shall include exhibits showing existing and proposed maps.

Appropriate fees (download from our website).

<http://pembrokeparkfl.civiccms.acsitefactory.com/town-planner/pages/applications-and-fee-schedule>

Make an appointment with a Town Planner at (954) 966-4600 to discuss.

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