



TOWN OF PEMBROKE PARK PLANNING & ZONING DIVISION

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

FLEX AND REDEVELOPMENT UNITS/ ACREAGE CHECKLIST

Please note, in addition to the application requirements below, the applicant must work concurrently with Broward County to recertify the Local Land Use Map(s) if applicable

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 Flexibility Units:

Completed Town of Pembroke Park Flex and Redevelopment Units/Acreage Application.

Conceptual Site Plan.

Current Survey.

Legal Description.

Proof of Property Ownership (i.e. deed, property appraisers report, or contract to purchase) or submit ownership permission or authorization letter.

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

Justification Letter. The letter must describe the proposed action to be taken and shall encompass all requirements from Section 28-39 of the Town's Land Development Code entitled Flex and Redevelopment Units/Acreage.

Fee is \$2,500 (subject to change according to the in-fee schedule on the Planning & Zoning Division webpage); make check payable must to the Town of Pembroke Park.

<http://pembrokeparkfl.civiccms.acsitemfactory.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****