



March 10, 2023

Eric D. Fordin
Related Group
2850 Tigertail Avenue, Suite 800
Miami, Florida 33133

Via Email Only

Dear Mr. Fordin:

Re: Comprehensive Plan Amendment Submittal – City of Hollywood Land Use Plan Amendment – 1301 South Ocean Drive

Planning Council staff has received the referenced land use plan amendment submittal under Article 1.1(A)(4) of the *Administrative Rules Document: BrowardNext* and assigned it Broward County Land Use Plan (BCLUP) amendment number PC 23-2. We have reviewed the application and found the following items from the application checklist incomplete:

- 1.A. TRANSMITTAL INFORMATION - Letter of transmittal from municipal mayor or manager documenting that the local government acted by motion, resolution or ordinance to transmit a proposed amendment to the Broward County Land Use Plan, including the date that the local governing body held the transmittal public hearing. Please attach a copy of the referenced motion, resolution or ordinance. The local government's action to transmit must include a recommendation of approval, denial or modification regarding the proposed amendment to the Broward County Land Use Plan.
- 1.C. TRANSMITTAL INFORMATION - Summary minutes from both the local planning agency and local government public hearings of the transmittal of the Broward County Land Use Plan amendment.
- 1.D. TRANSMITTAL INFORMATION – Applicant's rationale for the amendment. (Please submit more detailed information regarding the development proposal described in the rationale such as a draft site plan or building layout, including maps and graphical depictions.)
- 5.A.2. POTABLE WATER ANALYSIS – Provide the adoption date of the local government's 10-Year Water Supply Plan.
- 5.C.4. SOLID WASTE ANALYSIS - Correspondence from the solid waste provider verifying the solid waste information. Correspondence must contain name, position and contact information of party providing verification. (The letter included in the application as Exhibit D is not from the solid waste facility disposal provider.)

- 5.E.5. RECREATION AND OPEN SPACE ANALYSIS – Describe how the local government and-or applicant are addressing BCLUP Policy 2.5.4 regarding the provision of open space. (Please provide more detailed information regarding the locations and sizes of any open space areas and of the proposed community center, including maps, graphical depictions and a draft Declaration of Restrictive Covenants.)
- 6.E. ANALYSIS OF NATURAL AND HISTORIC RESOURCES – Priority Planning Area (PPA) map and BCLUP Policy 2.21.1 regarding sea level rise. (Planning Council staff is unable to verify your statement that the proposed amendment site is not located within a PPA; however, the County’s Resilient Environment Department will evaluate this issue during its review of the application and additional information may be required. Further, please provide the referenced Development Agreement between Related Group and the City.)
- 6.F. ANALYSIS OF NATURAL AND HISTORIC RESOURCES – “Endangered” or “threatened species” or “species of special concern” or “commercially exploited” as per the Florida Fish and Wildlife Conservation Commission (fauna), the U.S. Fish and Wildlife Service (flora and fauna), or the Florida Department of Agriculture and Consumer Services (fauna). If yes, identify the species and show the habitat location on a map. (Please provide a draft Declaration of Restrictive Covenants regarding the protection of identified endangered and/or threatened species.)
- 6.G. ANALYSIS OF NATURAL AND HISTORIC RESOURCES – Plants listed in the Regulated Plant Index for protection by the Florida Department of Agriculture and Consumer Services. (Please provide a draft Declaration of Restrictive Covenants regarding the protection of identified plant species.)
- 6.J. ANALYSIS OF NATURAL AND HISTORIC RESOURCES – Beach Access – Indicate if the amendment site fronts the ocean or would impact access to public beaches. If so, describe how public beach access will be addressed. (Please provide a draft Declaration of Restrictive Covenants regarding the preservation of public beach access.)
- 14.B. ADDITIONAL SUPPORT DOCUMENTS – Any proposed voluntary mitigation or draft agreements.

Please note that Planning Council staff may request additional information in response to County review agency comments or any related issues that may arise.

Planning Council staff must receive the information regarding the items listed above by April 11, 2023 (except Items 1.A and 1.C, which are due at least 21 days prior to Planning Council’s first public hearing), in order for your application to be deemed complete. The first Planning Council public hearing on the proposed amendment will be scheduled upon a finding of completeness. Please note that inaccurate information shall also be considered incomplete information.



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Also, pursuant to the “*Administrative Rules Document: BrowardNext*” Article 1.1(A)(4)(c) and (d), the application shall be automatically withdrawn if the municipal governing body denies or substantially alters the submitted amendment proposal or does not make a recommendation by resolution or motion at a public meeting within four (4) months of receipt of the application by the Planning Council. The municipal governing body must take an action by July 3, 2023.

Planning Council staff notes that consistent with the “*Administrative Rules Document: BrowardNext*,” full cost recovery for “courtesy notices” to surrounding property owners is required to be paid in full by the applicant no later than 21 days prior to the first Planning Council scheduled public hearing. Further, full cost recovery for “public hearing display advertisements” are required to be paid in full by the applicant no later than 21 days prior to the Broward County Commission adoption hearing. Planning Council staff will send invoices summarizing the costs of the “courtesy notices” and “public hearing display advertisements” at the appropriate time.

In addition, please be advised that any materials that require review, analysis, approval or signature must be received by the Executive Director at least fifteen (15) working days prior to the Planning Council staff distribution of written agenda materials. Any materials which do not require review, analysis, approval or signature must be received by the Executive Director at least seven (7) working days prior to the Planning Council staff distribution of written agenda materials.

If you have any questions, please contact Deanne Von Stetina at (954) 357-6690.

Respectfully,



Barbara Blake Boy
Executive Director

BBB:DDV

cc/email: George Keller, City Manager
City of Hollywood

Shiv Newaldass, Director, Development Services
City of Hollywood

Carter N. McDowell
Bilzin Sumberg Baena Price & Axelrod LLP

