




TOWN OF DAVIE
PLANNING & ZONING DIVISION
 8800 SW 36TH STREET • DAVIE, FLORIDA 33328
 Phone: 954.797.1103 • www.davie-fl.gov

PRE-APPLICATION

Project Name				Project Type									
Parcel ID Number (12 digits)													
				Multiple Parcel ID Numbers (Attach if applicable)									
Parcel Address				Parcel Size (Acres)									
Project Description (Include a conceptual plan if applicable)													
Agent													
Name													
Company/Firm													
Address													
City/State/Zip													
Phone		Email											
Signature					Date								
<p>This is to certify that I am the agent of this application for the subject property(s). All documents and plans must be uploaded into the ProjectDox system to begin the review process. Difficulties with ProjectDox should be coordinated with the Technology Department at (954)797-1070.</p>													
TOWN USE ONLY													
Meeting Notes													
		Schedule another Pre-App meeting				Planning Staff to upload hardcopy into ProjectDox							
		Contact the Town Engineering Division				Contact the Town Fire Department							
		Contact the Water Management District				Contact Broward County Planning Council							
		Additional Information:											
Review Items													
		Application Documents				Change of Use (Council approval required)							
		Completeness Review				Advertising/Noticing/Posting							
		Fees Schedule				Cost Recovery							
		Public Participation (Sec. 12-319.5)/Noticing				Affordable Housing							
		Sustainability Guide		Right-of-way Impact									
		Local/County Impact Fees		Drainage District									
		Broward County Determination Letter		Utility Agreement									
		SCAD/County DDR		Wildlife Survey									
		Airport Zoning/Composite Airspace Map		Septic System									
Material/rendering boards are due a week prior to hearings, otherwise the application will be tabled.													
Digital presentations must be provided to Town staff a day before the public hearing.													
Fees are subject to change by resolution and Town regulations are subject to change by ordinance.													
Level of Review				Councilmember District									
Staff		Board		Council		1		2		3		4	
Fee(s) (All application fees due at time of submittal on a single check)													
<i>(Landscape/Traffic fee by separate check)</i>													
Pre-App													
\$155												\$4000	
Signature of Planning Staff													