

CONDITIONAL USE -LEVEL 1 MODIFICATION



**TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA**  
**Department of Development Services**  
**4501 N. Ocean Boulevard Lauderdale-By-The-Sea, FL 33308**  
**Phone: 954-640-4210 Fax: 954-640-4654**  
**Email: [Planning@LBTS-FL.gov](mailto:Planning@LBTS-FL.gov)**  
**[www.LBTS-FL.GOV](http://www.LBTS-FL.GOV)**

**CONDITIONAL USE – LEVEL 1 MODIFICATION CHECKLIST**

In accordance with the Town of Lauderdale-By-The-Sea Unified Land Development Regulations Section 30-126(e) –Conditional Use-Level 1 Modification, the following is a list of the required documentation required for development approval of a Conditional Use-Level 1 Modification application.

**Items for Submittal:**

- Fee for Conditional Use -Level 1-Modification (See Fee Schedule – updated once a year)
- A completed Development Application signed and notarized
- Copy of previously approved Conditional Use Development Order
- Completed responses to the questions on Page 2 of this Application
- Two (2) hard copies of a site plan (as applicable)
- Upon resubmittal of the plans, include a letter response to the Town comment. This is done by providing the comment received from the Town followed by a response by the applicant
- Digital copies of the above referenced documents – via email, disk or thumb drive

**CONDITIONAL USE – LEVEL 1 MODIFICATION STANDARDS**

**Application #:** \_\_\_\_\_ **Project Name:** \_\_\_\_\_

**Previous Application #:** \_\_\_\_\_ **Previous Development Order #:** \_\_\_\_\_

**The Level 1 Modification for a Conditional Use must address the following criteria (attach additional sheet as necessary)**

**No adverse effect on the approved site plan and development plan:** \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

**No adverse impact upon adjacent and nearby properties:** \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

**No adverse aesthetic impact when viewed from a public right-of-way** \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

<b>Administrative Use Only</b>
--------------------------------

Application #: \_\_\_\_\_

BTR#: \_\_\_\_\_



**TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA**  
**Department of Development Services**  
**4501 N. Ocean Boulevard Lauderdale-By-The-Sea, FL 33308**  
**Phone: 954-640-4210 Fax: 954-640-4654**  
**www.lbts-fl.gov**

**DEVELOPMENT APPLICATION**

In accordance with Section 30.111-30.113 of the Town's Unified Land Development Regulations: Development applications are required to be provided before any development permit is issued. Please refer to the Town's website to obtain a copy of the corresponding Application Checklist. Please also refer to the Fee Schedule, updated annually by the Town, as provided on the website which will indicate the cost per application type. Please check the development approval being requested:

- Abandonment
- Administrative Adjustment-Level 1
- Administrative Adjustment-Level 2
- Architectural Review-Preliminary
- Architectural Review-Final
- Bicycle Racks
- Conditional Use
- Conditional Use Amendment-Level 1
- Conditional Use Amendment-Level 2

- Conditional Use-Sign
- Conditional Use-Transfer Fee
- Construction Time Extension
- Development Order Extension
- Encroachment Application
- Landscape Plan
- Landscape Plan Amendment
- Parking Reduction-Level 1
- Parking Reduction-Level 2

- Preliminary Site Plan
- Sidewalk Cafe
- Sidewalk Cafe Modification
- Site Plan
- Site Plan Modification-Level 1
- Site Plan Modification-Level 2
- Tree Removal
- Variance-Single Family
- Variance - Other
- Other \_\_\_\_\_

**Based on approval being requested, refer to the corresponding checklist and supplemental requirements.**

Project Name: \_\_\_\_\_ Folio Number(s): \_\_\_\_\_

Street Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Block(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Address of Property Owner: \_\_\_\_\_

Property Owner's Phone Number: \_\_\_\_\_ Property Owner's Email Address: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Address of Applicant: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_ Applicant Email Address: \_\_\_\_\_

Name of Agent (e.g. Contractor) Representing the Project: \_\_\_\_\_

Agent's Address: \_\_\_\_\_ - \_\_\_\_\_ Agent's Phone: \_\_\_\_\_ - \_\_\_\_\_ Email Address: \_\_\_\_\_

Land Use Plan Designation: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Existing/Type of Use of the Subject Property: \_\_\_\_\_

Proposed Use of the Subject Property: \_\_\_\_\_

As applicable, answer the following:

Existing Number of Units: \_\_\_\_\_ Proposed Number of Units: \_\_\_\_\_

Existing Square Footage: \_\_\_\_\_ Proposed Square Footage: \_\_\_\_\_



**LAUDERDALE  
BY·THE·SEA**  
RELAX...YOU'RE HERE

**DEVELOPMENT APPLICATION SIGNATURE PAGE**

Print Name of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_

State of Florida: \_\_\_\_\_

County: \_\_\_\_\_

SWORN AND SUBSCRIBED before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

The person signing is \_\_\_\_ personally known to me or \_\_\_\_ has produced identification \_\_\_\_\_

Print Notary Name: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

Notary Signature: \_\_\_\_\_

Print Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Applicant: \_\_\_\_\_

State of Florida: \_\_\_\_\_

County: \_\_\_\_\_

SWORN AND SUBSCRIBED before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

The person signing is \_\_\_\_ personally known to me or \_\_\_\_ has produced identification \_\_\_\_\_

Print Notary Name: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

Notary Signature: \_\_\_\_\_

**FOR ADMINISTRATIVE USE ONLY:**

Date Application submitted: \_\_\_\_\_

Date Application found complete: \_\_\_\_\_

Pre-Application meeting date: \_\_\_\_\_

Non-refundable Application Fee: \_\_\_\_\_

Cost Recovery Fee: \_\_\_\_\_