



City of Pompano Beach  
Department of Development Services  
Planning & Zoning Division

100 W. Atlantic Blvd Pompano Beach, FL 33060  
Phone: 954.786.4679 Fax: 954.786.4666

## Air Park Obstruction Permit Application

### Application Review Process:

| Application Type     | Step 1                             | Step 2                                   | Step 3  | Step 4  |
|----------------------|------------------------------------|--|---|---|
| Air Park Obstruction | Pre-Application Meeting (Optional) | Cost Recovery Consultant and FDOT Review | Recommendation from the Development Services Director | Final Decision by the Planning & Zoning Board |

**APPLICATION SUBMISSION PROCESS:** Upon reception of the **PAPER SUBMISSION** (see below) at the Zoning Inquires counter, an email will be sent to the agent with a link to ePlan where all project drawings and documents listed in the **DIGITAL SUBMISSION** section (see below) shall be uploaded.

**PAPER SUBMISSION:** The following paper documents are to be submitted to the Planning & Zoning Department:

|              |                          |   |
|--------------|--------------------------|---|
| <b>PAPER</b> | <input type="checkbox"/> | One (1) completed application with original signatures.(pg. 3)*   |
|              | <input type="checkbox"/> | Owner's Certificate (must be completed by the Landowner). (pg. 4)*  |
|              | <input type="checkbox"/> | Application Fee as established by resolution of the City Commission. See <a href="#">Appendix C - Fee Schedule</a> in the Information section of the P&Z webpage. |

**DIGITAL SUBMISSION:** The following digital documents are to be uploaded directly to Electronic Plan Review (ePlan):

|                |                          |  |
|----------------|--------------------------|--|
| <b>DIGITAL</b> | <input type="checkbox"/> | Written Narrative with list of each Review Standard. A point-by-point response to each Review Standard. Narratives must be on letterhead, dated, and with author signature.*   |
|                | <input type="checkbox"/> | Current survey. ( <i>Surveys to be recent and must show all improvements on the property and legal description</i> )   |
|                | <input type="checkbox"/> | Legal Description of property (in Word/text format)  |
|                | <input type="checkbox"/> | Elevation Plans ( <i>signed &amp; sealed by the appropriate design professional</i> ) - depicting the obstruction and providing measurements of the proposal measured relative to mean sea level and from the ground level using both "Finished Floor Elevation" and "Average Finished Grade". |
|                | <input type="checkbox"/> | Section Plans ( <i>signed &amp; sealed by the appropriate design professional</i> ) - depicting the obstruction and providing measurements of the proposal measured relative to mean sea level and from the ground level using both "Finished Floor Elevation" and "Average Finished Grade".   |
|                | <input type="checkbox"/> | Statement of commitment to provide Marking and Lighting Plan in conformance with FAA standards with future construction plans  |
|                | <input type="checkbox"/> | Valid Aeronautical Study   |
|                | <input type="checkbox"/> | Determination from the Federal Aviation Administration that the proposed structure is not an airport hazard and proof of compliance with FAA notice requirements of proposed construction or alteration.   |
|                | <input type="checkbox"/> | (Optional) Documents, photographs, and other evidence  |

\*Updated copies of the application, proof of ownership, or narrative may be required if information has changed (i.e.: if the property ownership changes, the owner's certificate and application will need to be revised with the City's file.)

## **155.2422. D. AIR PARK OBSTRUCTION**

*(Below is a summary of Section 155.2422. For the complete language, please refer to the Zoning Code)*

### **REVIEW STANDARDS**

(Each standard **MUST** be addressed in writing)

Following the receipt of a determination by the Federal Aviation Administration (FAA) that the proposed development would not result in an Air Park hazard, the Planning and Zoning Board may approve an Air Park Obstruction permit based on the following considerations:

1. Comments received from the City's Aviation Consultant and the Florida Department of Transportation.
2. The safety of persons on the ground and in the air.
3. The safe and efficient use of navigable airspace and any other aeronautical impacts.
4. The nature of the terrain and height of existing structures.
5. Federal airways, visual flight rules, flyways and corridors, and instrument approaches as designated by the Federal Aviation Administration.
6. The cumulative effects on navigable airspace of all existing structures and all other known proposed structures in the area.
7. The development order for Air Park Obstruction, if issued, would not permit a nonconforming obstruction to become a greater hazard to air navigation than it was when the applicable airport protection zoning regulation was adopted which allowed the establishment or creation of the obstruction, or than it is when the application for a permit is made.
8. Approval of a permit is not to be based solely on the determination by the Federal Aviation Administration that the proposed structure is not an airport hazard.
9. The following impacts to the Pompano Air Park, as applicable:
  - i. The potential to destroy or impair the utility of the airport and the public investment therein.
  - ii. The character of the existing and planned flight operations and developments at the subject airport.
  - iii. The effect of the obstruction on the state licensing standards for a public-use airport contained in chapter 330 and rules adopted thereunder.
  - iv. The effect of the construction or alteration of the proposed obstruction on the minimum descent altitude or the decision height at the subject airport.
10. The marking and lighting plan will be in conformance with specific standards established by the FAA.

### **PROCEDURE**

1. Review by the City's Aviation Consultant and FDOT.
2. Recommendation by the Development Service Director.
3. Final decision by the Planning & Zoning Board.



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## Air Park Obstruction Permit Application

| Concurrent Application(s), if any <i>(Check all that apply)</i> |  |   |                                |
|---|--|---|--------------------------------|
| <input type="checkbox"/> Major Site Plan                        | <input type="checkbox"/> Minor Site Plan | <input type="checkbox"/> Planned Development Rezoning | <input type="checkbox"/> Other |
| Concurrent Submittal<br>(Provide Project #'s):                  |  |   |                                |
| Street Address:   |  | Folio Number:   | Zoning District:               |
| Subdivision:  |  | Block:  | Lot:                           |

| Project Information                            |
|--|
| Type of obstruction and airspace height limit: |
|  |

| Owner's Representative or Agent      | Landowner (Owner of Record)       |
|--------------------------------------|-----------------------------------|
| Business Name (if applicable):       | Business Name (if applicable):    |
| Print Name and Title:                | Print Name and Title:             |
| Signature:                           | Signature:                        |
| Date:                                | Date:                             |
| Street Address:                      | Street Address:                   |
| Mailing Address City/ State/ Zip:    | Mailing Address City/ State/ Zip: |
| Phone Number:                        | Phone Number:                     |
| Email:                               | Email:                            |
| Email of ePlan agent (if different): |                                   |



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## Air Park Obstruction Permit Application

### OWNER'S CERTIFICATE

This is to certify that I am the owner of the subject lands described in this application and that I have authorized the filing of the aforesaid application. I further certify that this request is not related to any existing violation of the zoning code.

By signing below, I acknowledge that development applications must have a determination by the governing municipality of approved, approved with conditions, or denied within 120 days from a complete submittal for projects that do not require final action through a quasi-judicial hearing or a public meeting and within 180 days from a complete submittal for projects that do require final action through a quasi-judicial hearing or a public meeting per FL Stat § 166.033 and the Pompano Beach Code Section 155.2303.F.3. It is the responsibility of the applicant to receive all final Development Orders and receive this determination within the allotted timeframe. If the applicant fails to resubmit an application within 30 calendar days after being first notified of deficiencies of the submittal, the application shall be considered withdrawn and a \$100 non-refundable administrative fee will apply (155.2303.F.2.b). Additionally, if all required approvals are not received within the allotted timeframe the application will automatically be denied unless both the City and the applicant agree to an extension of time (155.2303.I).

Note: If this request is related to an existing zoning violation, please submit documentation as to the Special Master's disposition of the matter.

**Owner's Name:** \_\_\_\_\_  
(Print or Type)

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
(Zip Code)

**Phone:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

\_\_\_\_\_  
(Signature of Owner or Authorized Official)

**SWORN AND SUBSCRIBED** before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by means of  
☐ physical presence or ☐ online notarization.

\_\_\_\_\_  
**NOTARY PUBLIC, STATE OF FLORIDA**

\_\_\_\_\_  
(Name of Notary Public: Print, stamp, or Type as Commissioned.)

☐ Personally know to me, or

☐ Produced identification: \_\_\_\_\_  
(Type of Identification Produced)