

# DOWNTOWN TRANSFER OF AUTHORIZED DEVELOPMENT BETWEEN SUBAREAS CHECKLIST

The following checklist is designed to assist applicants in preparing required materials for review.

## Submission Requirements:

### ITEMS OMITTED WILL DELAY REVIEW PROCEDURES

- 1. Completed application, completed and signed checklist form.
- 2. Per Chapter 5 of The Rules, a Transfer Assessment Report including:
  - (a) An assessment indicating why the project justifies a transfer of authorized development between sub-areas based upon its furtherance of the goals of the Amended Downtown Plan and the Development Order. This assessment should among other things address:
    - (1) The need for redevelopment of the proposed property
    - (2) The design, fiscal and economic impact on the sub-area and Downtown as a whole.
  - (b) An assessment of the impact on the sub-area from which the authorized development is being transferred.
  - (c) A summary of the findings from the impact assessment in item 3 below.
- 3. Per Chapter 5 of The Rules, an impact assessment, except in the case of Minor Low Intensity Projects, which analyzes the extent to which the transfer of a portion of authorized development between sub-areas alters the public facility needs established in the \*Development Order and details any infrastructure needs necessary to mitigate any impact or additional public facility needs caused by the transfer of authorized development. The impact assessment shall include, at a minimum, the following as determined by the City's Engineering Services Director:
  - Traffic Impact Assessment
  - Water & Sewer Impact Assessment
  - Drainage Impact Assessment
  - Other Public Facilities Impact Assessment

\*Per Ordinance No. 4035 paragraph 2(2)(j), the applicant shall submit an impact assessment with the application, analyzing the extent to which the transfer of a portion of uses between subareas alters the public facilities needs established in the Boca Raton DDRI application for development approval as supplemented. These may include:

- Waste Water Management
- Drainage
- Water Supply (Potable & Non-Potable)
- Solid Waste
- Energy (Electrical, Gas, Power, Oil and Coal)
- Education
- Recreational Facilities
- Health Care
- Police
- Fire
- Transportation
- Housing

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Signature

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Date