



TRANSFER OF DEVELOPMENT RIGHTS FORM

Application Form: TDR Certificate of Eligibility Application | Rev. 11/10/2025

INSTRUCTIONS The following information is required pursuant to the City's Unified Land Development Regulations (ULDR). The application form must be filled out accurately and completely. Print or type and answer all questions or indicate N/A if item does not apply. To obtain property information such as land use, zoning, ownership, folio, lot size, etc., please visit <http://cjs.fortlauderdale.gov/zoningcjs>

A APPLICANT / PROPERTY OWNER	
Name	
Address	
City, State, Zip	
Phone	
Email	
APPLICANT SIGNATURE	

B AGENT (If agent will be representing owner)	
Name	
Address	
City, State, Zip	
Phone	
Email	
AGENT SIGNATURE	

C SENDING SITE PROPERTY INFORMATION	
Address For a Historic District, properties please attach a list of properties	
Folio Number(s) For a Historic District, properties please attach a list of properties	
Legal Description For Historic Landmark or Archaeological Site	
Zoning	
Existing Use of Parcel	
Land Use Designation	

D EXISTING DIMENSIONS AND CALCULATIONS	
Building Height (Feet/Levels)	
Lot Area	
Square Footage of Existing Building	
Number of Existing Units	

HISTORIC RESOURCE TYPE Check the appropriate boxes for application request.

<input type="checkbox"/> HISTORIC LANDMARK	<input type="checkbox"/> CONTRIBUTING PROPERTY IN HISTORIC DISTRICT	<input type="checkbox"/> ELIGIBLE HISTORIC RESOURCE (Select One Below)
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APPLICATION TYPE Check the appropriate boxes for application request.

<input type="checkbox"/> FLOOR AREA	<input type="checkbox"/> DENSITY
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- Eligible Historic Resource must meet one of the following criteria:**
- Identified as a potential individual Historic landmark, landmark site, or Archaeological site in the City's most recent applicable Architectural resource survey adopted by a Resolution of the Historic Preservation Board.
 - The building(s) or site located within a potential Historic District and the property, identified as "contributing" in the city's most recent applicable Architectural resource survey adopted by the Historic Preservation Board.
 - A building(s) or site that has been identified by the State Historic Preservation Officer as "eligible" for listing in the National Register of Historic Places in accordance with Section 267.031, Florida Statutes, as amended.
 - A building(s) or site that is already listed in the National Register of Historic Places.

I acknowledge that I have read and understand the applicable criteria for the Certificate of Eligibility:
Certificate of Eligibility, ULDR Section 47-36.1.F

Signature:



INFORMATION

The intent of this checklist is to provide guidance regarding the application of a Transfer of Development Rights (TDR) Certificate of Eligibility (COE) Application. The checklist provides a list of specific information needed for an efficient and accurate review of plans and supporting documents. Failure to provide the required information will result in the application being deemed incomplete. If an applicant fails to provide additional information as requested in writing by the Development Services Department (DSD) within thirty (30) days of the request, the application shall be deemed withdrawn.

SPECIFICATIONS

- Resolution designating the property as a Historic Landmark or Landmark Site; or Archaeological Site; or Contributing Property in a Historic District
City Resolution for Contributing Property passed by the City Commission or Historic Preservation Board that identifies the proposed Sending Site as a "Contributing Property" located within a Historic district
Proof of Ownership provide a warranty deed of the property proposed as a sending site. If an agent is representing the property owner, a notarized Agent Authorization Letter is also required.
Property Survey sealed and signed by a licensed professional surveyor and dated no later than six (6) months prior to the date of submission of the application
Calculations of the Development Rights Available see the following pages for Calculation of available Development Rights
Floor Plans of the proposed sending site signed and sealed by an Architect or Engineer licensed in Florida showing existing conditions and a massing study showing the permitted gross floor area of the sending site per the ULDR incorporating setbacks, step backs, FAR, and all other requirements. (Only required if applying for Floor Area Calculations)
Application Fee

CALCULATIONS

Unused Development Rights that may be transferred to a Receiving Site must be calculated as follows:

FLOOR AREA

Existing gross floor area of the Sending Site will be subtracted from the calculation of permitted gross floor area of the Sending Site per the ULDR incorporating setbacks, FAR, and all other requirements. The applicant shall submit calculations for the Development Rights along with signed and sealed floor plans to the DSD.

_____ Existing Gross Floor Area of Sending Site
Subtracted By _____ Permitted Gross Floor Area of Sending Site
= _____ Estimated Available TDRs (Square Footage)

DENSITY

Unused density on a Sending Site may be transferred to a Receiving Site rounding down to the nearest whole number. Total available density is based upon the gross acreage of the entire site. Available density for residential units will be the calculation of the maximum residential units permitted on the Sending Site subtracted by the number of existing residential units on the Sending Site.

Residential Zoning Districts Calculation

_____ Existing Gross Floor Area of Sending Site
Multiplied By _____ Dwelling Units Per Acre Floor (as per Zoning District)
= _____ Maximum Residential Units Permitted
Subtracted By _____ Existing Residential Units
= _____ Estimated Available TDRs (Dwelling Units)



RAC Zoning Districts Calculation

For properties located in a zoning district without an assigned density.

$$\begin{aligned}
 & \underline{\hspace{2cm}} \text{ 3 } \underline{\hspace{2cm}} \text{ Maximum FAR city-wide per Comprehensive Plan} \\
 \text{Multiplied By } & \underline{\hspace{2cm}} \text{ Net square feet of parcel} \\
 = & \underline{\hspace{2cm}} \text{ Total floor area available for development with maximum FAR} \\
 \text{Divided By } & \underline{\hspace{2cm}} \text{ 725 square feet } \underline{\hspace{2cm}} \text{ Average unit size of 60 units/acre (highest allowable residential density)} \\
 = & \underline{\hspace{2cm}} \text{ Total Units} \\
 \text{Minus } & \underline{\hspace{2cm}} \text{ Existing Dwelling Units} \\
 = & \underline{\hspace{2cm}} \text{ **Total Units Available for Transfer**}
 \end{aligned}$$

DESCRIPTION OF PROCESS

Applications are reviewed by DSD staff who verifies calculations and amount of square footage or density that is eligible for transfer. A Certificate of Eligibility is issued to the applicant stating the amount of square footage or density eligible for transfer.

RENEWAL OF CERTIFICATE OF ELIGIBILITY

A certificate of eligibility will expire twenty-four (24 months) after issuance and may not be relied upon for determining development rights. An expired certificate of eligibility may not be included in an application for a certificate of transfer.

The Applicant may apply for a Renewal of a Certificate of Eligibility for the Sending Site at least thirty (30) days prior to its expiration by filing an Application for a Renewal of the Certificate of Eligibility at the DSD.

A renewal will be issued by the DSD unless the property no longer meets the criteria found within Section 47-36.4., the property is altered with a modification in gross floor area, if residential units have been removed or added, or if there has been a change in the zoning district of the property. If the property has been altered with a modification in gross floor area, if residential units have been removed or added, or if the zoning district has been changed, a new Certificate of Eligibility will be required. A Renewal Certificate of Eligibility will expire twenty-four (24) months after issuance.

APPLYING FOR A CERTIFICATE OF TRANSFER

Upon receipt of the Certificate of Eligibility, a property owner may pursue the Transfer of Development Rights by submitting an application for a Certificate of Transfer and all required documentation. If the Certificate of Eligibility is issued to an eligible Historic resource, the property must be designated prior to proceeding with a Certificate of Transfer application.

**FOR QUESTIONS OR ASSISTANCE REGARDING THE TRANSFER OF DEVELOPMENT RIGHTS (TDR)
CERTIFICATE OF ELIGIBILITY CHECKLIST OR APPLICATION SUBMITTAL PROCESS CONTACT:**

Urban Design and Planning
954-828-6520
planning@fortlauderdale.gov