

CHAMBER OF COMMERCE

WWW.POMPANOBEACHCHAMBER.COM

- > The Chamber of Commerce is a membership organization that is the voice of business in Pompano Beach at the local, state and national level.
- > Chamber members work in concert with the City to support and improve the economic climate in Pompano Beach.
- > Joining the Pompano Beach Chamber of Commerce is the easiest way for businesses, small and large to grow and gain exposure within the community.
- > Chamber membership introduces local businesses who share their efforts to be successful.
- > Chamber membership provides assistance in navigating the road to profitability through the connections with like-minded community business leaders.
- > An investment in the Chamber demonstrates to customers a commitment to honesty and integrity.

WHAT IS THE CRA

WWW.POMPANOBEACHCRA.COM

A Community Redevelopment Agency is a dependent special district in which any future increases in property values are set aside to support economic development projects within that district. CRA's are governed under Florida law, Chapter 163, Part III.

The City of Pompano Beach has established two community redevelopment districts; the Northwest district that encompasses 3000 acres including the downtown area and the East district that includes the Harbor Village and beach area.

The CRA offers many resources to property and business owners within its boundaries including business attraction and retention incentives and marketing support. If you are opening business within a CRA district, be sure to contact the CRA office for more information and log onto www.pompanobeachcra.com to view maps, projects and programs.

BUSINESS PROCESS

WWW.POMPANOBEACHFL.GOV/BTR

Every business operating within the City boundaries is required to obtain an approved Zoning Use Certificate* (ZUC), followed by a Business Tax Receipt (BTR). An Outdoor Activity** (OA) affidavit may be required.

**MATERIALS CAN BE OBTAINED AT CITY HALL (100 W. ATLANTIC BLVD. – 3RD FLOOR) OR
BTR Main Line: 954-786.4633**

**WE RECOMMEND YOU DO NOT SIGN A LEASE UNTIL YOU HAVE OBTAINED AN
APPROVED ZUC.**

- > Download or pick up forms at City Hall
- > Submit completed ZUC and OA and any relevant materials to 3rd floor counter
- > Reviews typically take 3-5 business days
- > Once approved, submit completed BTR application with corporation papers (if necessary)
- > Once approved, pay your taxes
- > BTR will be mailed to your place of business

FOR MORE INFORMATION VISIT: WWW.POMPANOBEACHFL.GOV/BTR

County: www.broward.county-taxes.com/public

State: www.sunbiz.org

Every business operating within the City boundaries is required to obtain an approved Zoning Use Certificate* (ZUC), followed by a Business Tax Receipt (BTR). An Outdoor Activity** (OA) affidavit may be required.

*The ZUC informs you whether or not you are allowed to perform your business operations (the use) at your proposed location (in the zoning district) per the City's Zoning Code.

**The Outdoor Activity Affidavit states that you will be conducting your business activities indoors. If you are planning on conducting your business activities outdoors or having storage outdoors, An approved site plan/ storage plan for the property will be required.

Sometimes specific materials may be requested prior to ZUC approval or between these steps in the process. This is typically to confirm a use or a previous use or floor plan or site plan at the specific property you are looking into. If you or the landlord are aware of a previous condition on the property, such as a variance or non-conforming use certificate, it can only help to expedite your review by providing that information upfront.

Obtaining a Broward County Occupational License or your State of Florida license does not mean that your business has approval in Pompano Beach; therefore, we recommend that you do NOT obtain your State and County licenses, if they are tied to a specific address, prior to obtaining your City ZUC. The address is key to the ZUC and if your use is not permitted at that location, you will have to change your address on the other licenses.

If you are a corporation, you are required to submit your corporate documents with your BTR application. A corporate officers signature is required on all documents.

CITY SERVICES

WWW.POMPANOBEACHFL.GOV/DIRECTORY

UTILITIES DEPARTMENT

8am to 5pm: **954.786.4637**

Emergencies: **954.942.2202**
(after 5pm, weekends or holidays)

CUSTOMER SERVICES/WATER

954.786.4637

customerservices@copbfl.com

WASTE & BULK TRASH PICK-UP (RESIDENTIAL)

954.786.4030

OFFICE OF HOUSING & URBAN IMPROVEMENT (OHUI)

954.786.4659

pompanocommunitydevelopment.com

ECONOMIC DEVELOPMENT

954.786.4048

PLANNING & ZONING

954.786.4634

CODE COMPLIANCE

954.786.4361 | 954.786.5530-FAX

PARKS AND RECREATION

954.786.4111

BROWARD COUNTY SHERIFF'S OFFICE

954.786.4201

FIRE DEPARTMENT

954.786.4510

AIR PARK

954.786.4135