



SUSTAINABLE DEVELOPMENT
DEPARTMENT

May 2, 2022

Re: Certificate of Use (CU) Program

Dear Business Owner:

The City of Hallandale Beach is in the process of adopting and implementing a new Certificate of Use (CU) Program. The City Commission will be reviewing the CU ordinance for consideration in May 2022, for first reading. If the City Commission approves the proposed ordinance on 1st reading, the second reading of the ordinance will be set for public hearing at the City Commission meeting in June 2022. The specific meeting dates will be updated online at: www.cohb.org/CU. If adopted the CU ordinance will be effective on October 1, 2022.

What is a Certificate of Use (CU)? – A Certificate of Use is a document issued by the City verifying the zoning use classification of a business and that the business is operating within an approved building, structure, or unit, after inspection of the premises and proof of compliance with all requirements of City code and all other applicable laws and regulations.

How will the adoption of the CU ordinance affect you? – As proposed, the CU will be required for new and existing businesses. As an existing business, the following will be required:

- Submission of a CU application will be required to be submitted as part of your 2023 Business Tax Receipt (BTR) renewal
- Scheduling of the required CU inspection
- Payment of the annual CU fee

Who will be required to obtain a CU? – A CU will be required for all businesses, including but not limited to:

- Office Uses
- Retail Uses
- Restaurants
- Commercial Properties
- Multi-family Apartment Buildings
- Individual Residential Rental Units
- Vacation Rental Units
- Home-Based Businesses

If you are an individual professional (doctor, lawyer, barber...etc.) you will be exempt from participating in the CU Program. However, your office will still be required to participate in the program.

This notice is for information purposes only. Once the Certificate of Use Program ordinance is adopted, additional notices and information will be disseminated to keep you updated on applicable requirements.

For more information, and to stay updated on the the City's Certificate of Use Program, including meeting dates, please visit www.cohb.org/CU.

If you have any questions, please contact the departments Business Tax & Regulations Division:

Phone – (954) 457-1489
Email – BTR@cohb.org

Sincerely,

Business Tax & Regulations Division

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