

**Office of the Superintendent**

**Earlean C. Smiley, Ed. D.**

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Broward County, Florida**

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Earlean C. Smiley, Ed. D.  
Interim Superintendent of Schools

May 11, 2023

Justin Proffitt, Asst. Director of Sustainable Dev.  
Development Services Department  
4800 W. Copans Road  
Coconut Creek, FL 33063

**Subject: Certificate of Occupancy Information/Growth Trends**

The School Board of Broward County, Florida (SBBC) requests your assistance in forecasting five-year residential development trends in Broward County. This report is being prepared, in part, to satisfy the requirements of Section 4.4 of the Third Amended and Restated Interlocal Agreement for Public School Facility Planning, Broward County, Florida. In accordance with Section 4.4, the County and Municipalities are required to provide the Superintendent of Schools with an annual report on growth and development trends within their jurisdiction. This information is utilized to forecast student enrollments for all Broward County Public Schools.

Two attachments are provided for your assistance: a blank Planned Development Spreadsheet for your planning agency to complete and a Traffic Analysis Zone map to be used as a reference to identify residential development locations. Also, your most recent responses are available for review at: <https://www.browardschools.com/Page/34083>

To complete the blank spreadsheet, simply insert the number of units anticipated to receive Certificates of Occupancy (COs) in your community for single family, townhouse (duplex), garden apartment, mid-rise (4 to 8 stories), high-rise (9 or more stories) and mobile home building types (including the number of bedrooms) for calendar years 2023 through 2028. Also, please provide the SBBC project number associated with the development.

Please submit your completed spreadsheet to Joseph Beck ([joseph.beck@browardschools.com](mailto:joseph.beck@browardschools.com)), Demographics & Enrollment Planning Department at Broward County Public Schools, by August 31, 2023. After the August 31, 2023 compliance deadline, city managers with delinquent CO reports will be contacted to provide their planning agency's annual CO report.

Thank you for your timely response and cooperation. If you have any questions, please contact **Joseph Beck at (754) 321-2562.**

Sincerely,



Earlean C. Smiley, Ed. D.

ECS/JMM/SM/JY/:jg

Attachments

cc: Chris O. Akagbosu, Director, Facility Planning & Real Estate Department