



# DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

**MEETING DATE:** May 26, 2020

**PROPERTY OWNER:** American Legion Post #220, Incorporated

**APPLICANT/AGENT:** CFM Architects

**PROJECT NAME:** American Legion Post 220

**CASE NUMBER:** PLN-SITE-20030001

**REQUEST:** Site Plan Level II Review: 2,160 Square Foot Private Club Facility

**LOCATION:** 1455 NW 6<sup>th</sup> Street

**ZONING:** Northwest Regional Activity Center – Mixed Use west (NWRACMUw)

**LAND USE:** Northwest Regional Activity Center

**CASE PLANNER:** Nicholas Kalargyros



Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

Please provide a response to the following:

1. Specify uses and occupancy classification
2. Provide building construction type designation
3. Provide occupancy loads with compliant life safety egress design
4. Provide Life Safety plan including life safety components along all paths of egress
5. Specify fire-resistance rating requirements based on building separations and type of construction  
FBC Table 601 and FBC Table 602.

**GENERAL COMMENTS**

The following comments are for informational purposes.

Please consider the following prior to submittal for Final DRC:

1. The Florida Building Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.
2. All projects must consider safeguards during the construction process. Florida Building Code Chapter 33 delineates various safeguards that may apply during the construction phase. All structures associated with the protection of pedestrians will require a separate permit. A licensed professional must sign and seal the plans and specifications.
3. The City of Fort Lauderdale is a participating municipality in the National Flood Insurance Program (NFIP). The requirements specific to the City of Fort Lauderdale can be found in

**Chapter 14 - FLOODPLAIN MANAGEMENT of the Code of Ordinances** and accessed at;

- a. [https://www.municode.com/library/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodetid=C00R\\_CH14FLMA](https://www.municode.com/library/fl/fort_lauderdale/codes/code_of_ordinances?nodetid=C00R_CH14FLMA)

**Please consider the following prior to submittal for Building Permit:**

1. On January 1<sup>st</sup>, 2018 the 6<sup>th</sup> Edition of the Florida Building Code was adopted. All work described in Section 101.2, of the Broward County Administrative portion of the Florida Building Code, will govern the administration and enforcement of the proposed work. Each building and or structure will require a separate permit. The following websites will assist in the design considerations:
  - a. <http://www.fortlauderdale.gov/departments/sustainable-development/building-services>
  - b. [https://floridabuilding.org/bc/bc\\_default.aspx](https://floridabuilding.org/bc/bc_default.aspx)
  - c. <http://www.broward.org/codeappeals/pages/default.aspx>

**General Guidelines Checklist is available upon request.**



Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

**Prior to Final DRC sign-off, please provide updated plans and written response to the following review comments:**

1. Meet the City's Adequacy requirements to services provided to the public (fire service, water, wastewater, stormwater, transportation, etc.), per ULDR Section 47-25.2 of the City's Code of Ordinances. Assess potential demands and impacts on City services and prepare a design for each that utilizes existing water, wastewater, stormwater, and transportation infrastructure to adequately serve this project. If the adequate infrastructure is not available, prepare a design that extends/expands the connection to the nearest City system to adequately serve this development.
  - a. Prepare service demand calculations for water & wastewater services and obtain a letter of service availability from the City's Public Works – Engineering Department in order to meet the City's adequacy requirements per ULDR Section 47-25.2 of the City's Code of Ordinances. Submit water and wastewater capacity availability request form and documents/ plans at <https://www.fortlauderdale.gov/departments/sustainable-development/building-services/engineering-forms-and-info/development-review-committee-service-demand-calculations-for-water-sewer-request-form>
2. Provide a current signed and sealed boundary and topographic survey showing all above ground improvements, utilities, rights of way dimensions and all easements. This survey shall be based on a Standard Title Commitment issued by a title insurer licensed to do business in Florida or an Opinion of Title issued by an attorney admitted to the Florida Bar. The title commitment or Opinion of Title must have an effective date no more than thirty days prior to the date of submittal of the survey and must be certified to the City of Fort Lauderdale. If any encumbrances are found in the property, provide a copy of the recorded documents accordingly (i.e. easements, dedications, agreements, vacations, etc.).
3. Property lines, Right-of-Way, easements, structures, and roadway shall be clearly shown, labeled and dimensioned. Provide spot elevations on site, at property corners, along property lines (50' min. interval), existing roadway crowns and pavement edges adjacent to property as appropriate. Elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD 88).
4. Provide disposition of existing utilities on-site and within the adjacent right of way that maybe impacted by the proposed development. Label information on plans (i.e. utility to remain/ be relocated/ removed). Provide correspondence from utility owner (as applicable) and depict any additional requirements they may have on plan (i.e. easements). Utilities include but are not limited to above and underground water, sewer, drainage, electrical, communications, light/power poles, down guys, fire hydrants, manholes, etc.
5. Please email [crbarrett@fortlauderdale.gov](mailto:crbarrett@fortlauderdale.gov) to obtain copies of the City utility maps as applicable to the project location and show existing City utilities and easements (water, sewer, forcemain, and stormwater utilities) in proposed engineering plans (utility demolition, stormwater pollution prevention plan (SWPPP), and civil plans).
6. Provide conceptual Water and Sewer Plan that features proposed connections to City infrastructure, including limits of any existing City water main and/or sanitary sewer infrastructure to be removed



and/or modified, and location of all existing utilities in vicinity of the proposed improvements (that may be in conflict).

7. Conceptual Paving, Grading, and Drainage Plan:
  - a. Provide sufficient existing and proposed grades and information on conceptual Paving, Grading, and Drainage Plan and details to demonstrate how stormwater runoff will remain onsite (include typical cross-sections along all property lines as appropriate, typical lot grading for the proposed single family homes within the development, and depict how the new stormwater system will connect to the existing on-site drainage system), and how the proposed project improvements (i.e. on-street parking, sidewalks, etc.) will not adversely impact the adjacent Right-of-Way, properties and waterways. Show location of building roof drains, and their proposed connection(s) to the on-site drainage system. **Label existing City storm manholes/inlets using the labels provided in the figure at the end of these notes.**
  - b. Drainage mitigation shall be required for any impacts within the adjacent City Right-of-Way such as increased runoff or reduction of existing storage/treatment due to proposed improvements, in accordance with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-15-08), Objective 4.1 under Infrastructure Elements. Engineer of Record (EOR) shall evaluate the adjacent City roadway system capacity and demonstrate that the proposed improvements will not negatively impact the City's existing drainage system and provide recommendations in compliance with the City's Comprehensive Plan (i.e. meets or exceeds the 10-year/1-day storm event drainage criteria). Applicant shall be responsible for maintenance of these proposed storm drain infrastructure improvements located within City Right-of-Way during a 1-year warranty period, until accepted by the City's Public Works Department. (coordinate as appropriate with the respective FDOT and BCHCED agencies for mitigation of additional runoff within those jurisdictions).
  - c. Please note that private stormwater infrastructure (drainage pipes, wells, or basins,), Trees, or Permanent Structures (fences, walls, etc) are not permitted in City Right of Way or City drainage easements. Please remove any proposed stormwater systems, trees, or permanent structures that are not in compliance with this requirement or provide appropriate documentation of City Rights-of-Way or easement vacated to allow the construction of private underground utilities.
8. Provide storm runoff calculations, signed and sealed by a Florida registered professional engineer, which demonstrate how minimum criteria regarding adjacent street crown, water quality and finished floor elevations are met. For the 25-year, 3-day storm, please demonstrate that the design stage is equal to or less than the pre-condition, or revise and resubmit all affected plans showing the perimeter grade (including entrance and exit driveways) at or above the 25-year, 3-day design storm stage. Please also comply with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-08-18), Objective 4.1 under Infrastructure Elements, and be advised that effective 7/1/2017, all projects must comply with the Broward County 'Future Conditions Average Wet Season Groundwater Level' map.
9. Evaluate the possibility of utilizing a sustainable stormwater approach with the possibility of low impact (cisterns, pervious pavers, bioswales, raingardens, etc.) uses for landscaping along the streetscape.
10. If dewatering activities are anticipated, a notarized City dewatering affidavit shall be filed at City's building department when submitting a demolition or foundation permit along with any applicable dewatering permit form regulatory agencies such as the South Florida Water Management District or Broward County Department of Environmental Protection.



11. Clearly indicate on plans the limits of construction and how the proposed improvements will transition into the existing (on-site and off-site) as applicable.
12. Provide proposed building elevations and show and label existing Right-of-Way, proposed Right-of-Way and/or Easement boundaries, existing/ proposed utility easements and horizontal building clearances on all building elevation / section details, as appropriate.
13. Proposed exterior building doors, shall not open into the public Right-of-Way; instead, consider recessing into building to enhance pedestrian safety.
14. Any permanent encroachment into the City's Right-of-Way, including but not limited to building overhangs and signage, requires a separate Design Review Committee (DRC) submittal and a Revocable License Agreement. Future coordination with the City Attorney's Office will be needed regarding the proper requirements and conditions.
15. Existing public sidewalks adjacent to proposed development (to remain) must be inspected by Engineer of Record to ensure existing sidewalks meet ADA standards and are in good condition. A signed and sealed assessment must be provided indicating sidewalks were inspected and any sidewalk replacement requirements. Plans shall reflect extent of sidewalk replacement accordingly.
16. Depict existing sidewalk adjacent to the development along NW 6<sup>th</sup> Street and how proposed sidewalk/ pedestrian path will transition into existing sidewalk.
17. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflict. A min. 5 feet and 10 feet horizontal clearance horizontal separation is required between city utilities infrastructure and proposed small and large trees, respectively (including proposed water and sewer services to the development). Any new trees (located within or adjacent to City Right-of-Way) should be placed with sufficient horizontal and vertical distances (per City, County, and State guidelines) to / from City's public infrastructure, including stormwater assets, to allow for continued Public Works maintenance without obstruction. If this cannot be accommodated due to field conditions, then the developer shall relocate the existing City's public infrastructure to resolve the conflict(s) and to comply with City's, County's & State's engineering standards/permits/policies. Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans.
18. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
19. Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.





Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

**Prior to Final DRC sign-off, please provide updated plans and written response to the following review comments:**

1. Prepare service demand calculations for water & wastewater services and obtain a letter of service availability from the City's Public Works – Engineering Department in order to meet the City's adequacy requirements per ULDR Section 47-25.2 of the City's Code of Ordinances. Submit water and wastewater capacity availability request form and documents/ plans at <https://www.fortlauderdale.gov/departments/sustainable-development/building-services/engineering-forms-and-info/development-review-committee-service-demand-calculations-for-water-sewer-request-form>
2. Please email [CRBARRETT@FORTLAUDERDALE.GOV](mailto:CRBARRETT@FORTLAUDERDALE.GOV) to obtain copies of the City utility maps as applicable to the project location and show existing City utilities and easements (water, sewer, forcemain, and stormwater utilities) in proposed engineering plans (utility demolition, stormwater pollution prevention plan (SWPPP), and civil plans).
3. Provide conceptual Water and Sewer Plan that features proposed connections to City infrastructure, including limits of any existing City water main and/or sanitary sewer infrastructure to be removed and/or modified, and location of all existing utilities in vicinity of the proposed improvements (that may be in conflict).
4. Conceptual Paving, Grading, and Drainage Plan:
  - a. Provide sufficient existing and proposed grades and information on conceptual Paving, Grading, and Drainage Plan and details to demonstrate how stormwater runoff will remain onsite (include typical cross-sections along all property lines as appropriate, typical lot grading for the proposed single family homes within the development, and depict how the new stormwater system will connect to the existing on-site drainage system), and how the proposed project improvements (i.e. on-street parking, sidewalks, etc.) will not adversely impact the adjacent Right-of-Way, properties and waterways. Show location of building roof drains, and their proposed connection(s) to the on-site drainage system. **Label existing City storm manholes/inlets using the labels provided in the figure at the end of these notes.**
  - b. Drainage mitigation shall be required for any impacts within the adjacent City Right-of-Way such as increased runoff or reduction of existing storage/treatment due to proposed improvements, in accordance with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-15-08), Objective 4.1 under Infrastructure Elements. Engineer of Record (EOR) shall evaluate the adjacent City roadway system capacity and demonstrate that the proposed improvements will not negatively impact the City's existing drainage system and provide recommendations in compliance with the City's Comprehensive Plan (i.e. meets or exceeds the 10-year/1-day storm event drainage criteria). Applicant shall be responsible for maintenance of these proposed storm drain infrastructure improvements located within City Right-of-Way during a 1-year warranty period, until accepted by the City's Public Works Department. (coordinate as appropriate with the respective FDOT and BCHCED agencies for mitigation of additional runoff within those jurisdictions).
  - c. Please note that private stormwater infrastructure (drainage pipes, wells, or basins,), Trees, or Permanent Structures (fences, walls, etc) are not permitted in City Right of Way or City drainage easements. Please remove any proposed stormwater systems, trees, or permanent structures that are not in compliance with this requirement or provide appropriate documentation of City Rights-of-Way or easement vacated to allow the construction of private underground utilities.



- d. Additional coordination maybe required for projects located within Victoria Park, Edgewood, Progresso Village, River Oaks, Durrs, Historical Dorsey-Riverbend and South East Isles neighborhoods which are part of a City Drainage Master Plan. Please contact Rares Petrica (Public Works) at 954-828-6720 or [rpetrica@fortlauderdale.gov](mailto:rpetrica@fortlauderdale.gov).
5. Provide storm runoff calculations, signed and sealed by a Florida registered professional engineer, which demonstrate how minimum criteria regarding adjacent street crown, water quality and finished floor elevations are met. For the 25-year, 3-day storm, please demonstrate that the design stage is equal to or less than the pre-condition, or revise and resubmit all affected plans showing the perimeter grade (including entrance and exit driveways) at or above the 25-year, 3-day design storm stage. Please also comply with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-08-18), Objective 4.1 under Infrastructure Elements, and be advised that effective 7/1/2017, all projects must comply with the Broward County 'Future Conditions Average Wet Season Groundwater Level' map.
6. If dewatering activities are anticipated, a notarized City dewatering affidavit shall be filed at City's building department when submitting a demolition or foundation permit along with any applicable dewatering permit form regulatory agencies such as the South Florida Water Management District or Broward County Department of Environmental Protection.
7. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflict. A min. 5 feet and 10 feet horizontal clearance horizontal separation is required between city utilities infrastructure and proposed small and large trees, respectively (including proposed water and sewer services to the development). Any new trees (located within or adjacent to City Right-of-Way) should be placed with sufficient horizontal and vertical distances (per City, County, and State guidelines) to / from City's public infrastructure, including stormwater assets, to allow for continued Public Works maintenance without obstruction. If this cannot be accommodated due to field conditions, then the developer shall relocate the existing City's public infrastructure to resolve the conflict(s) and to comply with City's, County's & State's engineering standards/permits/policies. Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans.
8. Discuss how surface runoff from the proposed development (between building and Right-of-Way boundaries) will be mitigated such that it won't be conveyed into the adjacent existing public storm drain infrastructure or waterways, and whether additional infrastructure will be required within City Right-of-Way. Show location of building roof drains, and their proposed connection(s) to the on-site drainage system.
9. Evaluate the possibility of utilizing a sustainable stormwater approach with the possibility of low impact (cisterns, pervious pavers, bioswales, raingardens, etc.) uses for landscaping along the streetscape.
10. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
11. Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.







Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

Please provide a response to the following:

1. The City has adopted Florida Friendly Landscaping requirements into our ULDR Section 47-21. This basically means that plant material must be grouped together based on watering needs (hydro zone) and turf areas must be limited and/or consolidated to less than 50% of the landscaped area. Plant material species must be minimum 50% Florida Friendly Landscaping. Planting areas are to be irrigated on a separate zone than the turf areas so that once the plants are established, that particular zone can be shut off based on the season. The overall goal is to decrease water use through irrigation. Illustrate hydro zones on planting plan, and include calculations in table.
2. Due to the proposed building with no parking along Sistrunk BLVD. please investigate the removal of the curb cut, driveway pavers and replace landscape area. Within the landscape area please propose a Live Oak shade tree; height of 20-22 feet tall minimum 12 feet from the street light. Please propose other landscape materials as other landscape areas along the Sistrunk BLVD. right of way. Please contact the CRA for a replacement tree and other landscape materials if yet to be installed for the bulb-out in the right of way adjacent the site.
3. A minimum separation of 6 feet is required between the tree trunk and travel lane when curb and gutter DO NOT exist, and a minimum separation of 4 feet is required between the tree trunk and travel lane when curb and gutter DO exist. Illustrate this clearance.
4. Section 47-21.13.B.1.a.Landscape requirements. 1. Yards and other portions of a parcel of land not utilized for structures, required walks, vehicular use area including VUA required landscaping, decking, pool and other impervious areas, shall be covered with a lawn or ground cover and shall comply with the following: a. There shall be at least one (1) tree for each one thousand (1,000) square feet of net lot area or portion thereof.
  - a. Please propose a canopy tree within the landscape area on the north side of the site. The Department would suggest the use of trees such as the Simpson's Stopper with a minimum height of 10 feet overall.

**GENERAL COMMENTS**

The following comments are for informational purposes.

Please consider the following prior to submittal for Building Permit:

5. A separate sub-permit application for General Landscaping for site is required at time of master permit submittal. These are Landscape and Tree permit application documents different than the Broward County standard applications. Please not at this time of DRC submittal.
6. Proposed landscaping work in the City's right of way requires engineering permit and approval (GLandscape permit). This approval requires documents to be submitted for Engineering review. Note that Landscape will not approve permit review without these Engineering documents being submitted.
7. Provide separate Plumbing sub permit application for irrigation. Irrigation plans are required at time of Building permit submittal. Plans are to be in compliance with ULDR 47-21.6.A.11 and 47-21.10. Note that planting areas are to be irrigated on a separate zone than the turf areas so that once the plants are established, that particular zone can be shut off based on the season. The overall goal is to decrease water use through irrigation. Plant material must be grouped together based on watering needs (hydrozone) and turf areas must be limited and/or consolidated to less than 50% of the landscaped area. Illustrate hydrozones on planting plan, and include calculations in table.



Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

Please respond to the following:

1. Unit entry doors should be solid, impact-resistant or metal and should be equipped with a 180-degree view Peephole.
2. Unit entry doors should have a secondary deadbolt locking system.
3. A CCTV system should be employed throughout the property with focus on entry/exit points, hallways, common areas, cash management areas, dining area. It should be capable of retrieving an identifiable image of a person.
4. Office doors and common area doors should be lockable from the inside to provide safe shelter in the case of an active threat, or an active killer event.
5. All lighting and landscape should follow the city of Fort Lauderdale C.P.T.E.D. guidelines.

**GENERAL COMMENTS**

6. It is highly recommended that the managing company make arrangements for private security during construction.
7. Please submit responses in writing before DRC sign off.



Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

Please provide a response to the following:

1. Garbage, Recycling and Bulk Trash shall be provided.
2. Recycling reduces the amount of trash your business creates and it is the best way to reduce monthly waste disposal costs and improve your company's bottom line.
3. Solid Waste Services shall be provided by a Private Contractor licensed by the City.
4. Service Days shall be: No restriction for Commercial collection. Service may not occur earlier than 7:00 am or later than 10:00 pm within 250 feet of residential.
5. Containers: must comply with ULDR Section 47-19.4
6. Solid Waste transport to trash rooms or to primary waste container shall be performed inside building using interior service corridor (Retail, Office, Condo, Hotel).
7. Solid Waste Collection shall be on private property container shall not be placed, stored or block the public street to perform service (large multifamily and commercial parcels).
8. Trash Room services will be handled by private collector, or Trash Room services will be done by on site personnel, or Trash Room services will be done by custodial staff.
9. Provide details on the collection process for the site. Include where containers will be placed for collection.
10. Draw containers on the site plan.
11. Submit a Solid Waste Management Plan on your letterhead containing name of project, address, DRC case number, number of units if applicable, and indicate whether it is Pre or Final DRC.
12. This letter is to be approved and signed off by the Sustainability Division, and should be attached to your drawings. Please email an electronic copy to smccutcheon@fortlauderdale.gov. Letter should include an analysis of the expected amounts of solid waste and recyclables that will be generated (if different from current capacity), and container requirements to meet proposed capacity.
13. Community Inspections will reference this Solid Waste Plan for sanitation compliance issues at this location.



Case Number: PLN-SITE-20030001

**CASE COMMENTS:**

1. Submit a traffic impact statement and coordinate with the Transportation and Mobility Department regarding traffic calming and a traffic impact study if needed. If a traffic study is needed Pursuant to ULDR Section 47-25.2.M.4, the Applicant must fund the City's review by an outside consultant and pay a \$4,000 deposit prior to scheduling a methodology meeting after which the study will be prepared, transmitted and reviewed by the City's consultant. Staff and consultant's review concerns shall be adequately resolved prior to gaining authorization for either the Planning & Zoning Board or City Commission hearings. Take into consideration that the review of this study, once submitted, will take about 4-6 weeks once all documents are received.
2. Include parking calculations in the site plan table.
3. Sidewalks and sidewalk dimensions need to be shown in the site plan for both existing sidewalks and any sidewalk improvements proposed.
4. All loading and unloading must be contained on site including postal delivery services and rideshare pick up and drop off.
5. Sidewalks must be straight and direct pedestrians to clear pathways, remove any structures, poles and landscaping from the sidewalks that are disrupting this clear pathway.
6. Ensure all access points, sidewalks, walkways, and curb cuts are unobstructed and ADA accessible with appropriate slopes and detectible warning devices and indicate on the site plan.
7. Additional comments may be provided upon further review.
8. Signature required.

**GENERAL COMMENTS:**

Please address comments below where applicable.

1. The City's Transportation & Mobility Department encourages the use of sustainable materials such as permeable pavement and electric car charge stations and installation of multimodal facilities such as bicycle pump stations and bike lockers.
2. Please note that any work within the City's right-of-way will require an MOT approved by Transportation and Mobility and Engineering for permitting. Any full closures of roadways, alleys, or sidewalks that are over 72 hours will require a Revocable License Agreement (RLA) with the City of Fort Lauderdale.

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**CASE COMMENTS:**

Please provide a response to the following:

- 1) The applicant is strongly encouraged to contact neighbors adjacent to, as well as condominium and neighborhood associations located within three hundred feet (300') of the development site, to advise of this proposal (a listing of officially-recognized associations is provided on the City's website: [www.fortlauderdale.gov/neighbors/civic-associations](http://www.fortlauderdale.gov/neighbors/civic-associations) and a map of neighborhood associations may be found at: <http://gis.fortlauderdale.gov>). Please provide acknowledgement and/or documentation of any public outreach.
- 2) The site is designated Northwest Regional Activity Center on the City's Future Land Use Map. The proposed use is permitted in this designation. This is not a determination on consistency with Comprehensive Plan Goals, Objectives and Policies.
- 3) Provide a Plat Determination Letter from Broward County Planning Council verifying whether the property needs to be platted or re-platted. If a plat or re-plat is not required, contact the Broward County, Development Management and Environmental Review Section, at (954) 357-8695 to ensure that the proposed project is consistent with the latest recorded plat restriction(s). If a plat note or non-vehicular access line (NVAL) amendment is needed, a separate application is required, which is reviewed administratively and can be found here: [Administrative Review Application](#).
- 4) In order to provide a thorough review of the application please use the Technical Specifications for Plan Submittal that highlights what is missing from each sheet (attached) and provide changes to the following plan sheets:
  - a. Current Survey;
  - b. Site Plan (including Site Data table)
  - c. Details;
  - d. Building Elevations;
  - e. Additional Renderings;
  - f. Landscape Plan;
  - g. Photometrics Diagram; and,
  - h. Conceptual Civil Plans
- 5) As proposed, the building footprint occupies the majority of the site, leaving minimal space and should be reevaluated to: (1) Provide stronger building presence at the front of the building with a pedestrian friendly lobby design that provides pedestrians with a direct pedestrian connection to the space. (2) Provide double-story floor to ceiling height as desired in the Northwest Regional Activity Center Illustrations of Design Standards, (3) Incorporate use of high-quality building materials facing Sistrunk Boulevard.
- 6) Provide the following changes on the elevation plans:
  - a. Update building elevation plans to indicate the correct measurement for building height pursuant to ULDR Section 47.-2.2.I:
    - i) "Height. The height of buildings and structures shall be measured from grade to the uppermost part of the roof or structure. Church spires and steeples, chimneys, parapet walls, machine rooms, elevator towers and the like necessary to the design and function of a building but not designed for human occupancy, shall not be included in the measurement of overall height of a building. The height shall be the roof peak for structures with pitched roofs and the roof slab for structures with flat roofs."





- b. Provide a colored detail sheet of each side of the building, identifying material with example images; and
  - c. Provide colored renderings for all building façades to better understand changes in material, and variance in articulation and design. Renderings should accurately depict the proposed design and surrounding context.
- 7) The current proposal eliminates all existing backout parking spaces and does not relocate those spaces to an internal lot. Please provide an updated parking table showing the number of existing parking spaces and the number of proposed spaces pursuant to ULDR Section 47-20. Parking and Loading Requirements.
  - 8) All rooftop mechanical equipment, shall be designed as an integral part of the building volume and shall be required to be screened with material that matches the material used for the principal structure and shall be at least as high as six (6) inches above the top most surface of the roof mounted structure.
    - a. Provide roof plan for all structures indicating the location of all mechanical equipment. This plan shall include spot elevations of the parapet wall and roof as well as mechanical equipment to verify adequate screening and to illustrate how equipment will be screened or shielded from view. In addition, indicate all mechanical equipment within the subject site on the site plan and elevations where applicable. Discuss the use of the roof as an accessible amenity. Height is measured to the slab for flat roofs and use of the roof by residents or customers is limited based on this maximum height. Please describe in detail the proposed use of the roof and if access is intended now or in the future.
  - 9) Provide legible photometric plan for the entire site. Extend values on photometric plans to all property lines. Show values pursuant to the Unified and Land Development Regulations ("ULDR"), Section 47-25.3.A.3.a and 47-20.14. Indicate lighting poles on site plan and landscape plan and provide detail with dimensions.
  - 10) Provide street cross sections depicting the placement of the building in relation to the street elements such as sidewalks, roadways and neighboring properties.
  - 11) The City's Vision is to support sustainable infrastructure. Consider employing green building practices throughout the project such as, but not limited to; charging stations, tank-less water heaters, rain collection systems, pervious pavement where appropriate, bio-swales, Florida Friendly™ plant materials, solar panels and green roofs.

#### **GENERAL COMMENT**

- 12) Please note any proposed signs will require a separate permit application.
- 13) If a temporary construction/sales trailer is needed for this project, provide the details and location of the trailer on a separate site plan, to avoid additional review in the future. Verify details and location with the Building Representative.
- 14) An additional follow-up coordination meeting may be required to review project changes necessitated by the Development Review Committee comments. Prior to routing your plans for Final Development Review Committee sign-off, please schedule an appointment with the project planner (email [NicholasK@fortlauderdale.gov](mailto:NicholasK@fortlauderdale.gov)) to review project revisions and/or to obtain a signature routing stamp. Please note applicant is responsible for obtaining signatures from all discipline members that had comments and may need to resolve comments through individual appointments if necessary.



- 15) Please be advised that pursuant to State Statute, Section 166.033, development permits which require a quasi-judicial or public hearing decision, must be completed within 180 days (October 12, 2020), unless an extension of time is mutually agreed upon between the City and the applicant.
- 16) Additional comments may be forthcoming at the Development Review Committee meeting. Please provide a written response to all Development Review Committee comments within 180 days after comments have been received.

# Technical Specifications For Plan Submittal

## A. COVER SHEET

1. Project Name
2. Location map including section, township and range
3. Index of plans submitted including sheet name and number
4. List of all consultants including contact information
5. List of franchise and utility service providers for project

## B. SURVEY

1. Signed and sealed boundary and topographic survey
  - Show existing conditions of project site alone excluding adjacent properties or portions or land not in proposal
  - Existing above ground improvements including valve boxes, manholes, grates, and other similar utility features
  - Existing easements and referencing of recorded documents
  - This survey shall be based on a Standard Title Commitment issued by a title insurer licensed to do business in Florida or an Opinion of Title issued by an attorney admitted to the Florida Bar. The title commitment or Opinion of Title must have an effective date no more than thirty days prior to the date of submittal of the survey and must be certified to the City of Fort Lauderdale.
  - Provide spot elevations on site, at property corners, along property lines (50' min. interval), existing roadway crowns and pavement edges adjacent to property as appropriate. Elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD 88).

## C. SITE PLAN

1. Title Block including project name and design professional's address, email, and phone number
2. Scale (1" = 30' minimum, must be engineer's scale)
3. North indicator
4. Location map showing relationship to major arterials
5. Drawing and revision dates, as applicable
6. Full legal description
7. Site Plan Data Table
  - Current use of property and intensity
  - Land Use designation
  - Zoning designation
  - Water/wastewater service provider
  - Site area (sq. ft. and acres)
  - Building footprint coverage

- Residential development: number of dwelling units, type, floor area(s), site density (gross and net)
  - Non-residential development: uses, gross floor area
  - Parking data: parking required (#), parking provided (#), loading zones (if applicable), ADA spaces, bicycle spaces
  - Floor Area Ratio (FAR) (total building square footage, including structured parking, divided by site area)
  - Building height (expressed in feet above grade)
  - Structure length
  - Number of stories
  - Setback table (required by ULDR and Design Standards vs. provided)
  - Open space
  - Vehicular use area (as defined by ULDR Section 47-58.2, in sq. ft.)
  - Open space (in sq. ft.)
  - Landscape area (in sq. ft.)
8. Site Plan Features (graphically indicated)
    - Municipal boundaries (as applicable)
    - Zoning designation of adjacent properties with current use listed
    - Adjacent rights-of-way to opposite property lines (indicate all nearby curb cuts)
    - Waterway width, if applicable
    - Outline of adjacent buildings (indicate height in stories and approximate feet)
    - Property lines (dimensioned)
    - Building outlines of all proposed structures (dimensioned)
    - Ground floor plan
    - Dimension of grade at center line of road, at curb, and finished floor elevation
    - Dimension for all site plan features (i.e. sidewalks, building lengths and widths, balconies, parking spaces, street widths, etc.)
    - Mechanical equipment dimensioned from property lines
    - Setbacks and building separations (dimensioned)
    - Driveways, parking areas, pavement markings (including parking spaces delineated and dimensioned as well as handicapped spaces as applicable)
    - On-site light fixtures
    - Proposed right of way improvements (ie. bus stops, curbs, tree plantings, etc.)
    - Pedestrian walkways (including public sidewalks and onsite pedestrian paths)
    - Project signage
    - Traffic control signage
    - Catch basins or other drainage control devices
    - Fire hydrants (including on-site and adjacent hydrants)
    - Easements (as applicable)

## D. DETAILS

### 1. Provide details of: (Scale 1/4" = 1' min.)

- **Ground floor elevation**
  - Storefronts, awnings, entryway features, doors, windows
- **Fences/walls**
  - Dumpster
  - Light fixtures
  - Balconies, railings
- **Trash receptacles, benches, other street furniture**
- **Pavers, concrete, hardscape ground cover material**
  - Line of sight from sidewalk to roof (if mechanical equipment is on roof)

## E. FLOOR PLANS (TYPICAL FLOOR PLAN MAY BE SUBMITTED FOR LIKE FLOORS)

1. Delineate and dimension, indicating use of spaces
2. Show property lines and setbacks on all plans
3. Typical floor plan for multi-level structure
4. Floor plan for every level of parking garage
5. Roof plan with mechanical equipment depicted

## F. BUILDING ELEVATIONS (IN COLOR)

1. All building facades in color with directional labels (ie. North, South) and building names if more than one building
2. Dimensions, including height and width of all structures
3. Dimensions of setbacks and required stepbacks from property lines
4. Dimension grade at crown of road, at curb, sidewalk, building entrance, and finished floor
5. Indicate architectural elements, materials and colors
6. Include proposed signage
7. Building cross section with dimensions and use type per level

## G. ADDITIONAL RENDERINGS (as applicable)

For projects in a Regional Activity Center zoning district and/or subject to ULDR Section 47-25.3 Neighborhood Compatibility, and/or new buildings 55' or five stories or more in height, the following are required:

- **Street-level perspective renderings of project in context of surroundings, as viewed from a pedestrian level, with ground elements and references to depict and determine appropriate scale of project**
- **Oblique aerial perspectives from opposing views, which indicate the mass outline of all proposed structures, including the outlines of adjacent existing structures**

- Context site plan indicating proposed development and outline of nearby properties with uses and height labeled

**NOTE:** Please provide the .KMZ, .KML or .DAE files with submittal when providing renderings.

## H. LANDSCAPE PLAN (PREPARED BY A CERTIFIED LANDSCAPE ARCHITECT)

1. Landscape plan drawn at a scale no less than one (1) inch equals thirty (30) feet. (ULDR Section 47-21). An overall project plan may be provided at a smaller scale when using it to reference section sheets provided. Landscape plan to be designed so that landscaping shall not be adversely affected by salt exposure, prevailing winds, deep shadows, unusual soil conditions, tidal fluctuations, etc.

2. Landscape plan must provide:

- Title block including name and address of project, RLA contact information, RLA seal and dated signature, original and sequential revision delta with revision date and narrative
- North indicator, plans orientated to correctly correspond with survey and site plan.
- Site information and landscape information, in tabular form, sorting required vs. provided calculations
- **Property boundaries and dimensions, depth of landscape islands and perimeters and buffers, property easements, adjacent right of way with street tree planting and parallel parking if applicable, existing and proposed structures, vehicular use areas, location of site amenities, dumpster, walls and fencing, location of plantings, adjacent hardscape, curbing, walks, etc.**
- **All underground and overhead utilities, light poles, ground mounted signs, billboards, transformers, generators, fire hydrants, Siamese connections, adjacent or existing photovoltaic systems for photovoltaic systems, etc.**
- **Site and right of way grading including swales, retention areas, berms, bio swales, rain gardens, etc.**
- **Structural soil, silva cell, or similar, illustrated and labeled**
- **Appropriate clear sight distance areas at intersections, cross section of street tree planting showing pedestrian clearance and underground soil structure and overhead obstructions, etc.**
- Landscape material schedule listing all plants and material. This will include key, botanical name, common name, quantity, overall height for hardwood and clear trunk for palms, plant spacing, native and/or Florida Friendly Landscaping indicator, existing vs. proposed, etc.
- Hydrozone plantings illustrated and labeled
- Installation, planting, staking, pruning, grading, protection, root pruning, relocation, etc. details and specification for trees, palms, shrubs, groundcover, hydrozone, mulch, structural soil or similar, etc.

3. ISA Certified Arborist report for specimen trees. This report is to be on ISA Certified Arborist business letterhead with contact information and ISA Certification number clearly stated. This report would include tree survey with numbered trees, a corresponding table which includes tree number, botanical name and common name, trunk diameter at breast height, clear trunk for palms, condition percentage, etc.; and a written assessment of existing tree characteristics.

## I. PHOTOMETRIC DIAGRAM

1. Title Block including project name and design professional's address, email, and phone number
2. Date of initial plan preparation and any amendments
3. Site plan indicating the location of property lines and improvements
4. Location and description of all existing over story landscaping
5. Location and height of all lighting on the property
6. Lighting control description and schedule
7. Foot-candle readings must extend to all property lines
8. Note on plan stating that proposed lighting will be designed and installed so as to reflect the light away and prevent any glare or excessive light on any adjacent property

## J. CIVIL PLANS

### 1. Engineering Site Plan

- Investigate existing utilities to determine any proposed conflicts with site improvements. Contact Engineering Records Tech - Steve Plummer at StevePI@fortlauderdale.gov or (954) 828-5051 for as-built information
- Driveway connections - dimension to established survey reference points (i.e. property corners)
- Concrete, pavers, and asphalt clearly differentiated
- Identification of all existing easements and referencing of recorded documents (i.e. OR book & page)
- Right-of-way adjacent to parcel including labels, width, and referencing of recorded documents
- Abbreviated legal descriptions for adjacent parcels
- Finished floor elevation for all buildings, including all existing buildings referenced in NAVD 88
- Location of existing and proposed fire hydrants
- Inclusion of monument sign note: "Approved under separate permit."
- Impervious and pervious areas, both area and percentage are identified
- Relationship of existing above ground features with site improvements
- Location of dumpster with relationship to easements and existing underground utilities

- Details for accessible parking spaces and ramps
- Accessible ramps on adjacent sidewalk
- Compliance with applicable accessibility code including accessible parking, accessible path from parking, and accessible path from adjacent ROW
- Location of accessible parking signs - located at back of sidewalk if possible
- Sight triangles are identified and clear of obstructions
- Outside turning radii (50-feet) and adequate vehicular circulation for fire trucks
- All site related details shall be located on a separate sheet
- All drainage must be maintained on site. The minimum landscape buffer may not be sufficient to achieve this

### 2. Pavement Marking & Signage Plan

- Inclusion of signage details for nonstandard signs
- Inclusion of Manual on Uniform Traffic Control Devices (MUTCD) sign names (i.e. R1-1) and sign size
- Inclusion of note: "All traffic signage and pavement markings to be provided on the site plan in conformance with Broward County Traffic Engineering Division (BCHTED) and MUTCD Standards."
- All offsite pavement marking and signage shall be approved by BCHTED.



