



# DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

**MEETING DATE:** October 13, 2020

**PROPERTY OWNER:** GY-Rich Inc.

**APPLICANT/AGENT:** Andre Lahoud

**PROJECT NAME:** Whales Wings & Seafood, LLC.

**CASE NUMBER:** PLN-SITE-20080005

**REQUEST:** Site Plan Level II Review: Change of Use from 1,747 Square-Foot Retail Use to 1,747 Square-Foot Restaurant Use Within 100 Feet of Residential Use

**LOCATION:** 301 W. Sunrise Boulevard

**ZONING:** Boulevard Business (B-1) and Residential Multifamily Mid Rise/Medium High Density (RMM-25)

**LAND USE:** Commercial and Medium-High Residential

**CASE PLANNER:** Tyler LaForme

Case Number: PLN-SITE-20080005

**CASE COMMENTS:**

Please provide a response to the following:

1. Specify uses and occupancy classification
2. Provide occupancy loads with compliant life safety egress design
3. Provide Life Safety plan including life safety components along all paths of egress
4. Provide building construction type designation
5. Specify height and area compliance per Chapter 5 of the FBC
6. Indicate code compliant sprinkler system per FBC
7. Detail required fire rated walls
8. Specify fire-resistance rating requirement based on building separation FBC Table 601 and 602.
9. Specify required number of exits based on travel distance, occupancy load and use FBC 1006
10. Dimension accessibility requirements to site per FBC Accessibility Code

**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?nodeld=C OOR\\_CH14FLMA](https://www.municode.com/library/fl/fort_lauderdale/codes/code_of_ordinances?nodeld=C OOR_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-20080005

**DEDICATION OF RIGHTS-OF-WAY:** Per ULDR Section 47-25.2.M.5, property shall be conveyed to the public by plat, deed or grant of easement as needed in accordance with the Broward County Trafficways Plan, the city's comprehensive plan, subdivision regulations and accepted applicable traffic engineering standards:

- a. Provide 10' Right-of-Way dedication or permanent Right-of-Way Easement along north side of State Road 838/W Sunrise Boulevard (coordinate with FDOT), to complete half of 120' Right-of-Way section per the most current Broward County Trafficways Plan; show/label delineation in the plans.
- b. Provide 25' corner chord Right-of-Way dedication or permanent Right-of-Way Easement on northwest corner of State Road 838/W Sunrise Boulevard & NW 3<sup>rd</sup> Avenue intersection (coordinate with FDOT) per ULDR Section 47-24.5.D.p; show/label delineation in the plans. Clarify with FDOT if Right-of-Way dedication or Right-of-Way Easement will be required.

**CASE COMMENTS:**

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

1. 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.).
2. 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.
3. Provide sufficient grades/details on a conceptual paving, grading and drainage plan. In addition, please address the following on the civil plan:
  - a. Demonstrate how the stormwater runoff will remain onsite
  - b. Spot elevations/grades shown in proposed development plans shall be per North American Vertical Datum of 1988 (NAVD 88), instead of National Geodetic Vertical Datum of 1929 (NGVD 29).
  - c. Label the ROW/property line on the civil and site plan. Existing property boundary delineated in proposed Civil and site plans shall be consistent with that shown in corresponding ALTA/NSPS Land Title Survey.
  - d. Depict and label the sight triangles (including FDOT triangle per the most current FDOT Design Standards). Ensure sight triangles are also depicted on adjacent driveways that would be



impacted by proposed improvements on this project. Sight triangles located at the intersection of a local street State jurisdictions are subject to the sight visibility requirements of those jurisdictions.

- e. Provide and label typical roadway cross-sections for the proposed development side of State Road 838/W Sunrise Boulevard and NW 3rd Avenue: at driveway access points and at landscape swale areas (i.e. between travel lane and sidewalk).
  - f. Ensure the civil plans are consistent with the landscaping plans.
  - g. The reconfiguration of the ADA crosswalk ramp near the southeast corner of the development in public right-of-way appears to conflict with the existing FDOT inlet. Please verify and coordinate with FDOT if this existing inlet will have to be relocated. In addition, verify the sidewalk location along NW 3rd Avenue with TAM, as well as the landscape department (to allow additional landscaping area between the sidewalk and roadway along).
  - h. The proposed sidewalk and driveways along NW 3rd Avenue shall be constructed per City Standards available online at <https://www.fortlauderdale.gov/home/showdocument?id=1524>. In addition, extend the limits of the concrete sidewalk along NW 3rd Avenue to the northern property line.
4. 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.
  5. Discuss disposition of any existing monitoring wells (since it appears that the property may have previously been a gas station) and status of any ongoing environmental mitigation of previously existing Underground Storage Tanks (UST's) on the property to be developed, as required by the Broward County Environmental Protection Department (EPD) and/or Florida Department of Environmental Protection (FDEP).
  6. Discuss dumpster enclosure/ trash pick-up access requirements with case planner and waste management. Show truck turning movements in and out the proposed dumpster enclosure/ building as applicable. Per ULDR Section 47-19.4.D.6, all dumpster enclosures and adjacent service access drive shall be placed on poured concrete, solid or perforated interlocking concrete block paving (ICB), or any existing hardened paving system. Per ULDR Section 47-19.4.D.7, dumpsters serving restaurants require grease traps, oil / sand separators, and drains connecting to sanitary sewer.
  7. Per ULDR Section 47-20.17, show and label on Site Plan the Vehicle Reservoir Spaces (VRS) required for the proposed development – a minimum 10' x 20' area for each vehicle to be accommodated for the temporary stopping of a vehicle awaiting service, which shall be located in an area within a parking facility which is not used for any other vehicular use such as access, parking, site circulation or loading. Each VRS shall be in a location that does not conflict or interfere with other traffic entering, using or leaving the site; design configuration shall be such that there shall be no backing into the street permitted. Ensure the site plan reflects the FDOT condition to include stacking for at least 9 vehicles onsite for the proposed drive thru.
  8. Label on Site Plan Data Table the required and proposed type of loading zone(s) required, per ULDR Section 47-20.2 Table 2 and Section 47-20.6. If applicable, show truck turning template circulation (label typical minimum centerline turning radius) entering and exiting the site as required for the proposed development. Turning geometries and loading zone design shall be in accordance with ULDR Section 47-20.6.



9. Ensure the surface parking lot layout is consistent with the geometric standards per ULDR 47-20.11. The minimum clear width and depth parking stall dimensions shall be 8' -8" and 20' -1 1/8" for 45-degree parking.
10. Within adjacent City Right-of-Way, staging/storage will not be allowed, construction fence shall not encroach within intersection corner sight triangles, construction fence gates shall not swing into the public Right-of-Way, and any loaded Jib Crane radius shall not extend beyond private property boundaries. Any City Right-of-Way closure over 72 hours requires a Revocable License Agreement, processed by Property Right-Of-Way Committee (DRC) and approved by the City's Commission, prior to Right-of-Way permit issuance by the Department of Sustainable Development for Maintenance of Traffic.  
  
Prior to submitting Administrative Review (i.e. DRC Level I) application to request Revocable License Agreement, please contact Dennis Girisgen at 954-828-5123 or [dgrisgen@fortlauderdale.gov](mailto:dgrisgen@fortlauderdale.gov) to discuss proposed scope of closure within City Right-of-Way.
11. Provide Maintenance Agreement Area Exhibit, which provides a visual representation of the area within the adjacent public Right-of-Way (adjacent to the proposed development) to be maintained in perpetuity by the developer. Label all proposed improvements, including asphalt and other specialty paving, specialty sidewalks, landscaping, irrigation, lighting, curb and gutter etc. that will be maintained by the Applicant throughout the life of the improvements.
12. 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. 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>
13. 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).
14. 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).
15. Label proposed water service connections and sewer lateral sizes and material on conceptual Water and Sewer Plan. Sanitary sewer cleanout must be provided at property line per City standards. Based on the City utility maps, the existing sewer main adjacent to this property is at a deeper elevation than assumed, verify elevations accordingly. Also provide disposition of existing services (i.e. water services and sewer laterals).
16. 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, as well as how the 25-year, 3-day storm event is maintained on site with zero discharge to Right-of-Way and adjacent properties (Pre vs. Post analysis will only be allowed in areas that are not flood-prone). 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.

17. 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.
18. 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.
19. Please provide (or revise if already submitted) an erosion, sedimentation, and stormwater pollution prevention plan (SWPPP) showing the adjacent City's existing stormwater system. A copy of the approved SWPP shall be at the construction site from the date of demolition initiation to the date of final construction activities. CCTV Notes, Pollution Prevention Notes, and Dewatering Notes to be added to the SWPPP can be found on our website.
20. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
21. Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.





Case Number: PLN-SITE-20080005

**CASE COMMENTS:**

Please provide a response to the following:

1. Provide street trees in the right of way swale area, as per ULDR 47-21.13.B.16. Please provide the Street trees at a ratio of one street tree per forty feet of street frontage or greater fraction thereof not subtracting ingress and egress dimensions. When overhead utilities exist, required street trees may be small trees provided at a minimum of a ratio of one street tree per twenty feet frontage or greater fraction thereof not subtracting ingress and egress dimensions. Street trees may be proposed encroaching within the sight triangle area; these trees will require eight feet canopy clearance for traffic visibility requirements.
  - a. For along NW 3<sup>rd</sup> AVE; at the south side of the egress where there is a space conflict between the sidewalk and street, please propose canopy trees closer to the public realm of the sidewalk. At the area between ingress/egress there appears to be adequate space between the sidewalk and street for proposal of palm trees as street trees.
  - b. Shade trees proposed at 6 feet or within, require root-barriers along the sidewalk side of the tree.
2. 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.
  - a. Please illustrate this clearance on the Landscape plan.
  - b. Thin trunked palm trees when proposed as street trees may be 3 feet from the travel lane.
3. Illustrate and label the horizontal clearance from tree trunk to edge of utility on the landscape plan. Landscaping must provide a minimum horizontal clearance of 5 feet for small trees and palms, and a minimum of 10 feet for large trees and palms from offsite underground utilities. Provide a cross section detail to illustrate this clearance.
  - a. Illustrate underground utilities on Landscape plan.
4. As per large shade trees such as Gumbo Limbo and Mahogany require a minimum 30 feet lateral clearance from overhead power lines, please provide trees compatible with FPL overhead power lines. Please show the measured distance between the trees and the overhead power lines on plan.
5. The Vehicle Use Area landscape buffer area to the west requires a continuous buffer hedge at a minimum 24 inches tall when installed. Please verify that the Landscape buffer strip measurement is at least 2.5 feet in width on plan. Alternative plant species for the buffer planting may be entertained due to the existing Mahogany trees' root system.
6. For the existing Mahogany trees along the western buffer, please demonstrate and explain the impact to and how these trees will not be damaged from repaving the site and the construction of the dumpster enclosure. These tree's root system could be damaged and become a violation of city ordinance of tree abuse.
7. Provide tree protection barricade detail for existing trees on site to remain, as per ULDR 47-21.15. This barricade must be installed prior to the beginning of proposed work, and a landscape job-check inspection may be scheduled.



8. All detached freestanding signs shall be landscaped underneath the sign with a continuous planting and irrigation system, as per ULDR 47-22.E.3.
  - a. This area is to be minimum 3 feet deep and extend at least the same length as the longest side of the sign.
  - b. Continuous planting is to be mulched and can be hedges and shrubs 2 feet tall planted 2 feet apart. Groundcover may be 6 inches tall planted 6 inches apart.
  - c. Irrigation shall be from a permanent water source.
  - d. Please clearly note and illustrate all of the above on plan if applicable.

### **GENERAL COMMENTS**

The following comments are for informational purposes.

Please consider the following prior to submittal for Building Permit:

1. A separate sub-permit application for Tree Removal, Relocation, and 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.
2. 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.
3. 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 hydro-zones on planting plan and include calculations in table.





**Case Number:** PLN-SITE-20080005

**CASE COMMENTS:**

Please provide a response to the following:

1. All exterior glazing should be impact resistant.
2. Entry / exit door should be solid, impact resistant or metal.
3. Entry and exit door should be equipped with a secondary locking system like door pins, deadbolt or burglary prevention hardware and 180-degree peephole or viewport for maintenance door security.
4. The businesses should be equipped with a CCTV system that would capture an identifiable image of an individual on site. The system should be capable of covering entry and exit points, parking lot, future cash management areas and any other sensitive area of concern.
5. The businesses should be equipped with an intrusion alarm and a silent "Panic" alarm for police response. The alarm system should have battery back-up and or cellular back-up features.
6. Office doors should be equipped so that they may be locked from the inside to be used as possible "Safe Rooms" during an active threat event like an active killer incident.
7. Site lighting and landscape should follow C.P.T.E.D. standards.

**GENERAL COMMENTS**

It is highly recommended that the managing company make arrangements for private security during construction.

Please submit responses in writing prior to DRC sign off.



Case Number: PLN-SITE-20080005

**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 7:00 pm within 250 feet of residential.
5. Containers: must comply with 47-19.4
6. Dumpster enclosure: concrete pad, decorative block wall, gates hung independently, protective bollards, secondary pedestrian side entry, high strengthen apron and driveway approach, night light, hot water, hose bib, drain, low circulating ventilation for dampness, weep holes, landscaping, smooth surface walkway to accommodate wheeled containers.
7. Solid Waste charges shall be collected in monthly lease with Sanitation account for property under one name (Commercial).
8. Provide on the site plan a garbage truck turning radii for City review. Indicate how truck will circulate within property.
9. 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).
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.
  - o 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](mailto: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.
  - o Community Inspections will reference this Solid Waste Plan for sanitation compliance issues at this location.

**GENERAL COMMENTS**

The following comments are for informational purposes.

Please consider the following prior to submittal for Final DRC:

1. None



Case Number: PLN-SITE-20080005

**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. A traffic study is needed Pursuant to 47-25.2.M.4. Applicant must fund City's review by 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. According to the Broward County Trafficways plan Sunrise Blvd is required to be 120 feet wide with two 60 feet half section. This site will be required to dedicate 10 feet along the length of the property line along Sunrise Blvd to meet the 60 feet half section.
3. Ensure sidewalk is a minimum of 10 feet wide on **Sunrise Blvd**. This minimum is in reference to clear, unobstructed pathways –Light poles, trees and landscaping is not to be included in this zone. Landscaping should be between the sidewalks and back of curb and a minimum of 4 feet in width.
4. Ensure sidewalk is a minimum of 5 feet wide on **NW 3<sup>rd</sup> Ave**. This minimum is in reference to clear, unobstructed pathways –Light poles, trees and landscaping is not to be included in this zone. Landscaping should be between the sidewalks and back of curb and a minimum of 4 feet in width.
5. All parking must be provided in accordance with design and construction standards of the ULDR Section 47-20.11. Show dimensions for: stall width, depth of stall 90 degrees to aisle, aisle width, width of stall parallel to aisle, module width, angle of parking stalls.
6. Show inbound and outbound stacking requirements from the property line to the first conflict point according to Section 47-20.5 General design of parking facilities for the driveway.
7. All loading and unloading must be contained on site including postal delivery services and rideshare pick up and drop off.
8. All internal circulation and queuing areas must be designed to accommodate the turning radii of the vehicles that will be using the site.
9. 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.
10. 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. This includes all access to/from the site entrance. Add the dimension, clearances and slopes of the walkways.
11. Bicycle parking is strongly encouraged. Consult the APBP Bicycle Parking Guidelines, city of Fort Lauderdale Parking Standards and Broward County End-of-Trip Bicycle Facilities Guide. Look to provide the minimum long term and short-term bicycle parking based on requirements in the guide and include total counts on the site plan data sheet. Bicycle parking needs to be located on the site so that it is accessible to the public.



12. Additional comments may be provided upon further review.
13. Sign off is 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.



Case Number: PLN-SITE-20080005

**CASE COMMENTS:**

Please provide a response to the following:

- 1) Be advised, the project as submitted is being reviewed as a Site Plan Level IV application. A portion of the development site, specifically along the north property line, is zoned RMM-25 with an underlying land use of Medium-High Residential. Because the scope of the project includes that portion of the site, it will require a rezoning with Commercial Flex Allocation for the portion that extends into the residential land use area. All comments provided below are to inform you of the requirements of the Site Plan Level IV process.
- 2) Provide an updated DRC application for Site Plan Level IV including rezoning request including fees. Staff can provide assistance to you when needed. Note, a sketch and legal description for the portion of the site that requires the rezoning will be needed.
- 3) Pursuant to public participation requirements of City's Unified Land Development Code (ULDR) Sec. 47-27.4.A.2.c, the applicant must complete the following:
  - a. Prior to submittal of the application to the Planning and Zoning Board (PZB), a notice from the applicant via letter or e-mail shall be provided to official city-recognized civic organization(s) within 300 feet of the proposed project, notifying of the date, time and place of applicant's project presentation meeting to take place prior to the PZB meeting;
  - b. The applicant shall then conduct a public participation meeting(s) a minimum of 30 days prior to the PZB. This date and location of the meeting is at the discretion of the applicant. Once the meeting(s) is conducted, the applicant shall provide a written report letter to the Department of Sustainable Development, with copy to subject association(s), documenting the date(s), time(s), location(s), number of participants, presentation material and general summary of the discussion after a public participation meeting(s). The report letter shall summarize the substance of comments expressed during the process and shall be made a part of the administrative case file record; and
  - c. Accordingly, a minimum of ten (10) days prior to the PZB meeting, the applicant shall execute and submit an affidavit of proof of public notice to the Department. If the applicant fails to submit the affidavit, the public hearing will be postponed until the next available hearing date after the affidavit has been supplied.
- 4) Pursuant to ULDR, Section 47-24, this application requires review and approval by the PZB and City Commission. A separate application submittal is required for PZB and City Commission review, and the applicant is responsible for all public notice requirements, ULDR Section 47-27. Note: The City Clerk's office requires 48 hours notice prior to a Commission meeting if a computer presentation is planned e.g. Power Point, which shall be provided on CD or flash drive and a copy submitted to the City Clerk, contact the project planner for more information at [tlaforme@fortlauderdale.gov](mailto:tlaforme@fortlauderdale.gov) or 954-828-5633.
- 5) The site is designated as Commercial and Medium-High Residential on the City's Future Land Use Map. The proposed use may be permitted through the allocation of commercial flex acreage for the portion of the site containing Medium-High Residential land use designation. This is not a determination on consistency with Comprehensive Plan Goals, Objectives and Policies.
- 6) 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](#).

- 7) Indicate the project's compliance with the following ULDR Sections by providing a point-by-point narrative response, on letterhead, with date and author indicated.
  - a. Sec. 47-24.4.D, Rezoning Criteria;
  - b. Sec. 47-25.2, Adequacy Requirements;
  - c. Sec. 47-25.3, Neighborhood Compatibility Requirements; and
  - d. Sec. 47-28, Flexibility Rules.
- 8) Provide the following changes on site plan:
  - a. Provide the angle of the parking stalls;
  - b. Provide the stacking dimensions for inbound traffic;
  - c. Depict the road closure on plan;
  - d. Sheet A1 depicts a second 'new door' on the east side of the building, this needs to be depicted in all related plans (site plan, landscaping, civil, etc.); and
  - e. Per ULDR Section 47-25.3 Neighborhood Compatibility Requirements, provide a 12' minimum distance to the parking area along the north side of the property, it is currently 10.67' from the property line to the north.
- 9) This project is located in the Central City CRA. If needed, a parking reduction could be applied for under an administrative review application.
- 10) The elevations need to label building materials and provide more details.
- 11) Pursuant to Section 47-22.4.C.8 provide a master sign plan detailing the following:
  - a. Location and orientation of all proposed signage;
  - b. Dimensions of each proposed sign (height, width, depth, etc.);
  - c. Proposed sign copy; and,
  - d. Proposed color and materialsPlease note any proposed signs will require a separate permit application.
- 12) The City's Vision is to support sustainable infrastructure. Consider a green sustainable roof as part of this site plan. Green roofs help to conserve energy, improve air quality and may provide an extra amenity space. Other green building practices to be considered throughout the project include tank-less water heaters, rain collection systems, pervious pavement where appropriate, bio-swales, Florida Friendly™ plant materials, and solar panels.
- 13) It is strongly recommended that bicycle parking in visible, well-lit areas as close as possible to pedestrian entryways/doors is provided. In addition where possible, locate bicycle parking facilities in an area that is sheltered/covered. Show internal secured bicycle racks and/or external bike racks on the site plan. Consult the Association of Pedestrian and Bicycle Professionals ("APBP") for Bicycle Parking Guidelines and Broward County End-of-Trip Bicycle Facilities Guide at <http://www.apbp.org/>. For more information on bicycle parking standards, please email Karen Warfel at [KWarfel@fortlauderdale.gov](mailto:KWarfel@fortlauderdale.gov).
- 14) Staff reserves the right to provide additional comments based on applicant's revised plans and responses.

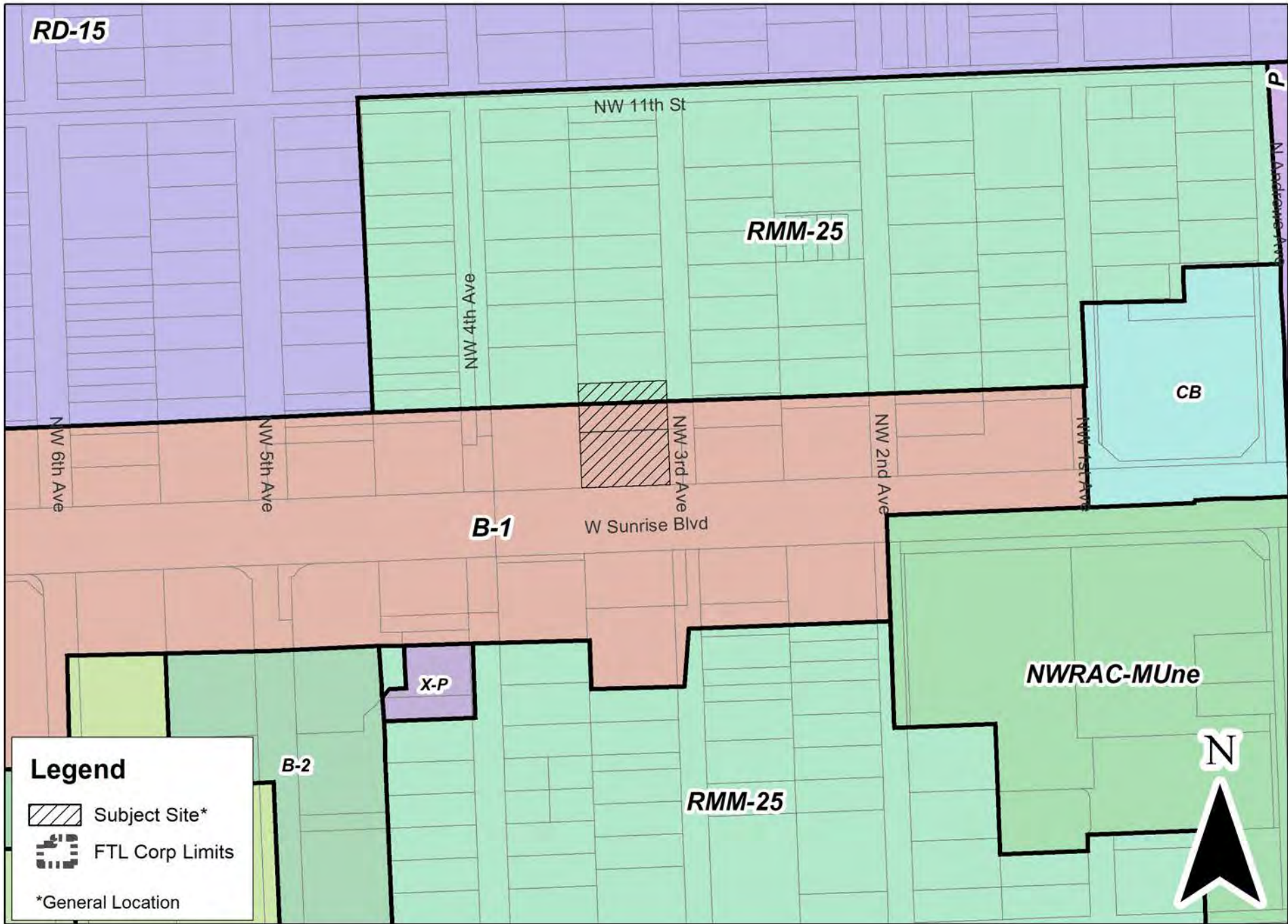
**GENERAL COMMENTS:**

The following comments are for informational purposes. Please consider the following prior to submittal for Final DRC:





- 15) Provide a written response to all DRC comments within 180 days.
- 16) 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.
- 17) An additional follow-up coordination meeting may be required to review project changes necessitated by the DRC comments. Prior to routing your plans for Final DRC sign-off, please schedule an appointment with the project planner (Tyler Laforme 954-828-5633) to review project revisions and/or to obtain a signature routing stamp.
- 18) Please be advised that pursuant to State Statute, Section 166.033, development permits which require a quasi-judicial or variance decision must be completed within 180 days,
- 19) Additional comments may be forthcoming at the DRC meeting.
- 20) All construction activity must comply with Code of Ordinances, Section 24-11, Construction sites. Contact Noel Zamora, Structural Plans Examiner (954-828-5536) to obtain his signature on the final DRC plans.



# PLN-SITE-20080005

