



DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

MEETING DATE: January 10, 2023

**PROPERTY OWNER /
APPLICANT:** PFL VII, LLC.

AGENT: Nectaria Chakas, Lochrie & Chakas, P.A.

PROJECT NAME: Westin/Aura Cypress Creek

CASE NUMBER: UDP-PDD22003

REQUEST: Site Plan Level IV Review: Rezoning Request from Hotel (R-6 County) to Planned Development District (PDD) for 340 Multifamily Residential Units, 5,000 Square-Foot of Commercial Use, and Existing 298-Room Hotel

LOCATION: 200 and 400 Corporate Drive

ZONING: Hotel (R-6 – County)

LAND USE: Medium High Residential

CASE PLANNER: Lorraine Tappen



Case Number: UDP-PDD22003

CASE COMMENTS:

Please provide a response to the following:

1. Specify uses and occupancy classification per Chapter 3 of the 2020 FBC.
2. Show provisions for either open or closed interior parking per sections 406.5 or 406.6 of the 2020 FBC.
3. Specify height and area compliance per Chapter 5 of the 2020 FBC.
4. Provide building construction type designation per Chapter 6 of the 2020 FBC.
5. Specify fire-resistance rating requirements based on building separation per Table 601 and 602 of the 2020 FBC.
6. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the 2020 FBC.
7. Indicate code compliant sprinkler system per Section 903 of the 2020 FBC.
8. Designate Fair Housing Provisions per 2020 FBC Accessibility volume.
9. Show that exits stairways discharge directly to the exterior of the building leading to the public way FBC 1028.
10. Parking facilities that provide valet parking services shall provide at least one passenger loading zone complying with FBC Accessibility Section 503.
11. Reference the Florida Building Code 7th edition on plan for the proposed development [FBC 2020-101.2]
12. Show that the separation distance between exit access stairways meet the requirements of section 1007 of the 2020 FBC.
13. Exterior exit door must be readily visible and identifiable from interior exit stairways terminating at a lobby per section 1028.1.1.1 of the FBC.

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. FBC 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://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH14FLMA

Please consider the following prior to submittal for Building Permit:

1. On December 31st, 2020 the 7th 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:
 - b. <https://www.fortlauderdale.gov/government/departments-a-h/development-services/building-services>
 - c. https://floridabuilding.org/bc/bc_default.aspx
 - d. <http://www.broward.org/codeappeals/pages/default.aspx>

General Guidelines Checklist is available upon request.



Case Number: UDP-PDD22003

CASE COMMENTS:

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

1. Meet the Broward County Adequacy requirements to services provided to the public (fire service, water, wastewater, stormwater, transportation, etc.).
 - a. Prepare service demand calculations for water & wastewater services and obtain a letter of service availability from Broward County– Engineering Department.
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. No proposed permanent above ground improvements shall be located within the 20' Drainage easement (O.R.B, 11640/96).
4. Provide and label typical roadway cross-sections for the proposed development side of Northeast 7th Avenue: at driveway access points, and at landscape swale areas (i.e., between travel lane and sidewalk) as appropriate.
5. 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.
6. Depict/ label existing/ proposed stop sign/ bar on right of way adjacent to the site and on driveway connections to right of way as applicable.
7. Per ULDR Section 47-2.2.Q, show and label sight triangles as appropriate for safe and adequate access of drivers and pedestrians, on the Site Plan, Landscape Plans, and Civil Plans: intersections of driveways with streets and alleys (10' measured from intersection point of pavement edges), alleys with alleys (15' measured from intersection point of extended property lines), alleys with streets (15' measured from intersection point of extended property lines), and streets with streets (25' measured from intersection point of extended property lines). The request for reduction of sight triangle dimensions is subject to review by the City Engineer on a case-by-case basis. Per ULDR Section 47-19.1.E, no accessory use or structure shall be permitted within a sight triangle except as provided in ULDR Section 47-35. 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 or driveway with a right-of-way under County, State or Federal jurisdictions, are subject to the sight visibility requirements of those jurisdictions.
8. Depict proposed building doors and provide sufficient grades/details on conceptual paving, grading and drainage plans to verify ADA accessibility design for the site, especially access to the new building, as well as crossing proposed driveways and connecting to existing sidewalks (at intersections and with adjacent property) as appropriate; coordinate proposed site grading and Finished Floor Elevations to meet ADA accessibility requirements.



9. Show truck turning movements in and out the proposed dumpster enclosure/ building as applicable. Ensure sufficient height clearance is provided within garage for truck access.
10. Depict existing sidewalk adjacent to the development along NE 7th Street and how proposed sidewalk/ pedestrian path will transition into existing sidewalk.
11. 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. Clarify whether the proposed parking is 100% valet or not. Depict information on site plan data table/ plans accordingly.
12. For all levels in the parking garage:
 - a. Provide the top floor of the parking garage layout.
 - b. Per ULDR Section 47-20.11.A, drive aisle width shall be 24' (min.) adjacent to 90-degree angle parking stalls, and 18' (min.) adjacent to 60-degree angled parking stalls. Provide dimensions for ramps.
 - c. The minimum clear width and depth parking stall dimensions shall be 8'-8" and 18'-0", respectively, and shall not be encroached upon by building columns.
13. Provide conceptual Water and Sewer Plan that features proposed connections.
 - a. Show location of relocated water main.
 - b. Denote existing Sanitary Sewer under building to be relocated.
14. Indicate on sheet EN-1 what the proposed stormwater drainage ties into.
15. Per ULDR Sec. 47-20.13.D - On-site stormwater retention shall be provided in accordance with the requirements of the regulatory authority with jurisdiction over stormwater management System. Therefore, please provide drainage calculation showing proposed design will meet applicable South Florida Water Management District design criteria.
16. 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.
17. Proposed trees shall be installed a min. 4 feet behind proposed curbs when adjacent to travel lanes and a min. 6 feet away from adjacent travel lanes when no curb is present.

For Engineering General Advisory DRC Information, please visit our website at

<https://www.fortlauderdale.gov/home/showdocument?id=30249>

Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.



Case Number: UDP-PDD22003

CASE COMMENTS:

Please provide a response to the following:

1. FFE of meets minimum BFE+1 of 7 ft NAVD.
2. FFE of Parking Garage is @ 7.0 ft NAVD. Meets minimum elevation requirement of 6 ft NAVD.

All building utility rooms required to meet minimum 7.0 ft NAVD- elevations are not specified for rooms.

GENERAL COMMENTS

The following comments are for informational purposes.

1. Building is currently in AH 6 flood zone. Preliminary Map shows building will change to AE 7. No date for change can be provided at this time.
2. Additional Comments may follow pending submittal of complete plan set.



Case Number: UDP-PDD22003

CASE COMMENTS:

Please provide a response to the following.

1. Tree preservation requirements apply and should be followed. Please investigate candidates for relocation in place of removal and mitigate. Please have ISA Arborist evaluate site trees for relocation.
2. Please provide equivalent replacement and equivalent value for trees and palms to be removed and indicate how this mitigation will be provided.
<https://www.fortlauderdale.gov/home/showpublisheddocument/67614/637889169624700000> this is a link to a city web page to assist in calculation for mitigation.
3. Light fixtures with an overall height of more than ten feet shall be located a minimum of 15 feet away from shade trees, as per ULDR Section 47-21.12. please show on plan if light poles are proposed.
4. Please correct any misidentified landscape materials. It was notice at least that along the northwest wall at the parking garage a correction is needed.
5. Please verify the width of the planting strip adjacent to the private Road with the proposed Live Oak trees. Live Oak trees with a trunk diameter of 3inch or larger require a minimum 225sqft. area with 15 feet at the smallest width. A product for root development under paved areas may be use such as CU Structural Soil and or Soil Cells to provide planting area may be utilized. It appears that placement under the sidewalk to allow root development to the opposite side of the sidewalk may be sufficient.
6. Please verify planting area of proposed Gumbo Limbo adjacent to the "Sculptural Berm". Planting area as the previous comment number 7 also applies.
7. The use of structural soil is required in paved sites to provide adequate soil volumes for tree roots under pavements, as per ULDR Section 47-21.13. Structural soil details and specifications can be obtained at <http://www.hort.cornell.edu/uhi/outreach/index.htm#soil> This is to be provided at a minimum of 8' radii of tree trunks, and is to be consistently illustrated and noted on landscape, site and civil plans.

The structural soil drain is required when percolation rates are less than 4" vertical clearance per hour. Provide documentation of report used to prove this calculation. The drain and connections are to be illustrated on civil plans.

a. Demonstrate hashing on landscape, site, and civil plans as to the extent of use of the Structural Soil.

b. Provide Structural Soil Detail and composition.

There is a product that the Landscape Department will approve the use of in place of Structural soil. With the Structural soil repositioning of the underground utilities is required. A suspension modular paving system product will provide the required root development area for a healthy and vibrant tree, along with their use it will allow the utilities to be in place and not affect their location in conjunction with the tree's root system. Please look into the use of the Green Blue Urban soil cell, Silva cell or like product for this and all future site developments. Provide detail of product of use for root development under paved areas.



8. Section 47-37A8.E. Landscaping shall be provided in a manner which maximizes tree canopy, emphasizes native vegetation, improves the aesthetic appearance, and provides opportunities for storm water infiltration.
 - a. Please provide street trees as per Section 47-21.13. along NE 62nd Street along with improving the shrub and ground covers.
9. Please coordinate with FDOT as to any possible improvements to NE 62nd Street.
10. Existing fence abutting along NE 62nd Street, please see Sec. 47-19.5.2.b. Existing nonconforming fences and walls in nonresidential districts shall be brought into full compliance with the requirements of this Section 47-19.5 within five (5) years of the effective date of such ordinance adopting a provision of this section (Ordinance No. C-78-103 and Ordinance No. C-97-19). If a fence is to be along NE 62nd Street the requirements of a setback and landscape requirements are to be met.
11. Please show any off-site underground utilities on Landscape plan that may pose a potential conflict.
12. 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 underground utilities. Provide a cross section detail to illustrate this clearance and show measured clearance on Landscape plan.
13. If proposed, 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.
14. Plans show existing trees to remain that are adjacent to proposed structure and sidewalk. It appears that there will be an impact to these existing trees that may put them in violation of city ordinance of tree abuse. Please demonstrate and explain how the site construction will take place without damage to the existing trees.

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 that are different than the Broward County standard applications.
2. Approval from jurisdiction for landscape installation in Right of Way preferred prior to final DRC sign off but may be provided at time of permit submittal. If jurisdiction approval is obtained after DRC final sign off and the plans require any change, Administrative Review will be required prior to permit review.



Case Number: UDP-PDD22003

CASE COMMENTS:

Please provide a response to the following:

1. Entry doors should be solid, impact resistant or metal and should be equipped with a 180 degree view peephole.
2. Residential unit entry doors should be equipped with a quality secondary deadbolt locking system and have a 180 degree peephole or view port for security.
3. Sliding glass windows should be equipped with burglary deterrent features such as track blocks, door pins, or similar devices.
4. All glazing should be impact resistant.
5. Units should be pre-wired for an alarm system.
6. Lighting and landscaping should follow CPTED guidelines.
7. Stairs should be egress-only at the ground level to avoid unauthorized intrusion.
8. Pool area should be equipped with a child proof access control feature to prevent unsupervised children access to the pool.
9. A CCTV system should be employed throughout the property with focus on entry/exit points, elevators, parking garage, pools, hallways and common areas. It should be capable of retrieving an identifiable image of a person.
10. Emergency communication devices should be placed in the parking garage, pool and common areas. These should be easily identifiable and accessible.
11. Light reflecting paint should be used in parking garage to increase visibility and safety.
12. All restricted areas and resident only areas should be access controlled and labelled as such.
13. Elevators should be access controlled and labelled as such, to indicate resident only access versus public access.
14. Parking garage should have access control separating private residential parking from public access parking.
15. Office and storefront doors and common area doors should be lockable from the inside to provide safe shelter in the case of an active threat such as an active killer event.
16. Fort Lauderdale Police/Fire Dispatch should be notified of access for first responders.
17. There should be a secured valet key management system for the vehicles on site.

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: UDP-PDD22003

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.
5. Solid Waste charges shall be included in monthly maintenance fee as prescribed in owner's association documents (multi-family).
6. Solid Waste charges shall be collected in monthly lease with Sanitation account for property under one name (Commercial).
7. Confirm where the collection will take place within the site.
8. 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).
9. Provide on the site plan a garbage truck turning radii for City review. Indicate how truck will circulate within property.
10. Consult DRC Engineering staff to ensure adequate vehicle height and width clearance, configuration for accessibility to containers, and to confirm circulation standards are met.
11. Show containers on site plan. Trash room must accommodate trash and recycle containers.
12. 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.
13. Containers: must comply with 47-19.4
14. 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 dwilson@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



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CASE COMMENTS:

1. Submit a formal sign and sealed traffic impact statement and include the trip generation formulas and sheets from the ITE trip generation manual. If 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. The residential parking must not be included in the shared parking analysis. The residential parking must only be dedicated towards residential use. The proposed Hotel and Retail uses may be used in the shared parking analysis.
3. Include a table showing the proposed land uses, the floor area in square feet for each land use, the parking ratio, the number of parking spaces required by type, and the number of parking spaces proposed by type (standard, compact, handicapped, bicycle, loading, etc.). ULDR Sec. 47-20.2. - Parking and loading zone requirements.
4. 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. Properly dimension the parking stall dimensions on the plan sets.
5. 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 each proposed driveway. Please note that if there is proposed gate at the ingress and egress points for this development, the gate will be considered the first conflict point.
6. Per ULDR Section 47-2.2.Q, show and label sight triangles as appropriate for safe and adequate access of drivers and pedestrians, on the Site Plan, Landscape Plans, and Civil Plans: intersections of driveways with streets and alleys (10' measured from intersection point of pavement edges), alleys with alleys (15' measured from intersection point of extended property lines), alleys with streets (15' measured from intersection point of extended property lines), and streets with streets (25' measured from intersection point of extended property lines). The request for reduction of sight triangle dimensions is subject to review by the City Engineer on a case-by-case basis. Per ULDR Section 47-19.1.E, no accessory use or structure shall be permitted within a sight triangle except as provided in ULDR Section 47-35.
7. All internal circulation and queuing areas must be designed to accommodate the turning radii of the vehicles that will be using the site. Provide auto turn vehicular paths to depict how the ground floor site circulation will work.
8. Provide clarification on garage operation and accessibility (gate, ticket gate, etc.) for this development. Please note that if a gate is proposed, a queueing analysis based on the gate operations will be required as part of the Traffic Impact Study.



9. Provide a minimum of 8 feet wide on **Cypress Creek Rd**. 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 5 feet in width.
10. Provide a bus shelter at the transit station on Cypress Creek Rd, the bus shelter should meet the Broward County Transits minimum standards.
11. Any proposed drainage well, manhole, pull box etc. installed in the sidewalk must be flat, ADA compliant and not impact the effective width of the sidewalk clear path.
12. 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.
13. Coordinate with the I-95 Cypress Creek Rd interchange FDOT project manager Kenzot Jasmin 954-777-4462, Kenzot.Jasmin@dot.state.fl.us. FDOT's proposal may be widening or making changes to the roadway that may impact your proposed site.
14. 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.
15. Additional comments may be provided upon further review.

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:

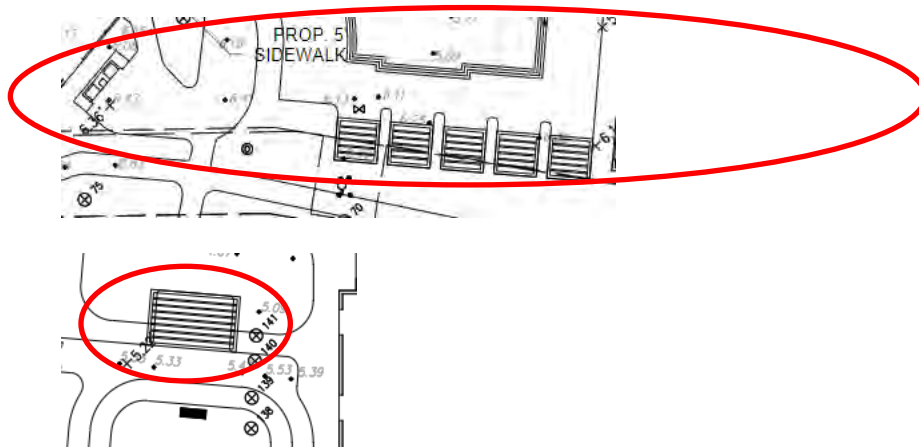
- 1) The site is designated Residential Medium High on the City's Future Land Use Map. The application cannot be approved until a future land use map amendment to Mixed Use has been adopted by the City Commission and recertified by Broward County.
- 2) Pursuant to State Statute 166.033(1) the application must be deemed approved, approved with conditions, or denied within 120 days of completeness determination, on or before May 22, 2023, unless a mutually agreed upon time extension is established between the City and the applicant. Failure to meet the applicable timeframe or request an extension may result in the application being denied by the City and the applicant may be required to refile a new application and fees to proceed unless the applicant submits a waiver of these timeframes as provided in the completeness email from the City.
- 3) 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 Sec. 47-27). Note: The City Clerk's office requires 48 hours' notice prior to a Commission meeting if a computer presentation is planned i.e. Power Point, to be provided on CD or flash drive and a copy submitted to the City Clerk, contact the project planner for more information at 8LTappen@fortlauderdale.gov or 954-828-5019.
- 4) Pursuant to Public Participation requirements of Unified Land Development Regulations (ULDR), Sections 47-24.1.F.14 and 47-27.4.A.2.c, the applicant must complete the following:
 - a. Prior to submittal of an application to the Planning and Zoning Board (PZB), the applicant shall:
 - b. Provide notice via e-mail and regular mail to the 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; and
 - c. Provide notice via mailed letter to property owners whose real property is located 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.
 - d. The applicant shall conduct the public participation meeting(s) a minimum of 30 days prior to the PZB. This date and location of the meeting are 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. 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.
- 5) Provide a sketch a legal description of the property with a description of the request to rezone the property to Planned Development District (PDD).
- 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) In regard to physical, communication, and radar obstructions, the Federal Aviation Administration (FAA) requires a review for interference by the proposed construction. Provide a letter from the FAA indicating that such review has been performed. FAA approval must be obtained prior to Pre-PZ, Pre-CC and/or Final-DRC.
- 8) A valet parking agreement with the City shall be completed which includes: a legal description of the parcel where parking will be located and states the number of parking spaces which must be provided and that attendants will be provided one hundred percent (100%) of the operating hours of the use.
- 9) In addition to the bike storage room, provide bicycle parking in visible, well-lit areas as close as possible to pedestrian entryways/doors. In addition, where possible, locate bicycle parking facilities in an area that is sheltered/covered; and 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/>.
- 10) Address the following in the narrative:
 - a. Describe how the site plan set and proposed development agreement will coordinate with the existing approved site plan for the hotel.
 - b. In regard to describing the proposed Planned Development District (PDD) as a cohesive project, outline improvements to hotel site that will link the two parcels and to neighboring parcels.
 - c. As discussed in pre-meetings, address the following:
 - How active uses can be incorporated into the parking garage facades to enhance the public realm (Cypress Creek Road and I-95 Corridor).
 - Creation of a gateway feature into Corporate Drive to enhance the overall public realm.
 - Incorporation of MPO Cypress Creek roadway improvements into site plan.
 - d. Describe how drainage is improved as a benefit on the site. Related to drainage calculations.
 - e. Roadway improvements and street design standards for the private road and Corporate and how they will be coordinated with neighboring properties to address Sec. 47-37A.1(A)(1) and (2).
 - f. Provide information on access agreements to Corporate Drive\NW 7th Avenue.
 - g. Method for maintaining public access to publicly-accessible promenade and dog park.
 - h. Parking for hotel use while existing parking is demolished and parking garage is under construction in 47-37A.6.A(E).
 - i. Development standards for permitted principal and accessory uses in Sec. 47-37A.7.
 - j. Standards for signs, landscaping, parking and other development standards not mentioned in the narrative, site plan, or development agreement. Will standards not outlined in the development agreement default to unified land development regulations (ULDR)?
 - k. Correct response to Sec. 47-37A.8.D regarding street section to state Page A-3.10.



11) Add the following to the site plan:

- a. Active uses to parking garage.
- b. Dimension of building lengths as shown on Page A-2.00A.
- c. Clarify if pool pump will be located outside the building, setback from property line, and type of screening material.
- d. Bike racks for retail customers. Shown on page LD-1, but not labeled on site plan.
- e. Proposed roadway improvements (curbs, tree plantings, bus stop).
- f. Labels for pedestrian walkways (including public sidewalks and onsite pedestrian paths).
- g. Traffic control signage.
- h. Fire hydrants (on-site and adjacent).
- i. Outline of future public access agreement areas for publicly accessible areas.
- j. Labels for grill area (?) and cabanas.



12) Add the following to the site plan data table:

- a. Net and gross density.
- b. Number of disabled spaces.
- c. Number of bicycle spaces.
- d. Water and sewer Provider.

13) Revised plan set pages as follows:

- a. Include the existing hotel pool and patio area to Page A-1.10 Landscape Area and revise calculation.
- b. Provide Pedestrian and Vehicular Circulation page for northern parcel. Page A-1.11 only shows the southern portion of the hotel parcel.
- c. Clear labels of ground floor uses on Page A-2.00 Ground Floor Plan.
- d. Add building outlines to cross sections on Pages L-6-7.
- e. Include landscape and engineering pages for hotel site.
- f. Show truck routing for entire site. Page TR-1 only shows routing for southern parcel.



- 14) Provide the changes on the elevations and renderings:
- Dimension grade at crown of road, at curb, sidewalk, building entrance, and finished floor.
 - Add a variety of high quality materials to the facades of the mixed use building and parking garage.
 - Provide details and photographic examples for all materials including decorative fin, decorative aluminum screen, and garage screen as noted on Page A-3.00.
 - Add active uses lining the parking garage to enhance the public realm (especially at the highly visible corner of Cypress Creek Road and I-95 Corridor).
 - Add a vertical feature / framing along the eastern portion of northern façade, to better transition / break up the building mass. (See circled area on image below).



- Incorporate gateway feature at the corner of Cypress Creek Boulevard and Corporate Drive.
 - Increase transparency and variation of opening size throughout facades.
 - Consider more elegant materials for balconies such as glass panels or other high quality material.
 - Consider alternative materials for landscaped green screening to reduce maintenance issues.
 - Confirm constructability of curved balconies to uphold quality of design and ensure these will not be reconsidered during construction valuation process.
- 15) Provide the following agreements prior to building permit:
- Unified control document recorded in the public records of Broward County for areas proposed for common and public ownership.
 - Restrictive covenants, required easements, dedication of public open space recorded in the public records of Broward County.

- c. Development agreement which includes maintenance requirements with bond assurances other documents related to the approval and implementation of the PDD. This includes but not limited to contracts, covenants, deed restrictions and sureties and bonds acceptable to the City for completion of the development according to the plans approved at the time of rezoning and for continuing operation and maintenance of such areas, functions, and facilities including soft and hard landscaping and other amenities which are not proposed to be provided, operated or maintained at public expense.
 - d. Deed restrictions recorded in the public records of Broward County for 15% of the units to be set aside as affordable.
- 16) Provide clear image/details of garage screening of openings, light fixture shields and cross-sections. Ensure screening adequately blocks out light and noise pollution.
- 17) Provide spot elevations including height of the parapet wall, roof, and mechanical equipment to verify adequate screening. Pursuant to ULDR Section 47-19.2.Z, Accessory Uses, Buildings, and Structures; rooftop mechanical equipment such as air conditioners, compressors, generators, etc. shall be screened with material that matches the material used for the principal structure and shall be at least six (6) inches high above the topmost surface of the roof mounted structures
- 18) 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. Include signage package for the publicly accessible promenade and dog park;
 - c. Dimensions of each proposed sign (height, width, depth, etc.);
 - d. Proposed sign copy; and,
 - e. Proposed colors and materials
 - f. Please note any proposed signs will require a separate permit application.
- 19) Provide School Capacity Availability Determination (SCAD) letter for the proposed mixed-use site plan and rezoning application prior to submitting an application for placement on a Planning and Zoning Board agenda. The SCAD on file is for the future land use amendment., a written response from the School Board shall be provided by the applicant. Prior to application for final DRC approval, please provide confirmation from the School District that the residential development is exempt or vested from the requirements of public school concurrency, or a School Capacity Availability Determination (SCAD) letter that confirms that capacity is available, or if capacity is not available, that mitigation requirements have been satisfied. The City cannot accept a building permit application, nor issue a building permit, for new or additional residential units, unless the applicant presents evidence from Broward County that the impact of the proposed development on public educational sites and facilities has been mitigated by payment of school impact fees.
- 20) Provide a construction staging plan which includes anticipated hours of operation on site, debris mitigation plan, and map indicating where crane operations and employee and/or equipment parking and storage will be placed. A revocable license application and a traffic circulation plan may be required if the sidewalk or right-of-way requires to be closed at any time, which should be filed under a separate application and coordinated through the City's Maintenance of Traffic (MOT) process.
- 21) Please provide total park impact fee amount due. Park impact fees are assessed and collected at time of permit per each new hotel room and dwelling unit type. An impact fee calculator can be found at: <http://www.fortlauderdale.gov/departments/sustainable-development/building-services/permit-fees/park-impact-fee-calculator>
- 22) 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 COMMENTS

The following comments are for informational purposes.

Please consider the following prior to submittal for Final Development Review Committee:

- 23) 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 DRC sign-off, please schedule an appointment with the project planner Lorraine Tappen (954-828-5018) to review project revisions and/or to obtain a signature routing stamp.
- 24) 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.
- 25) All construction activity must comply with Code of Ordinances, Section 24-11, Construction sites. Contact Noel Zamora, Structural Plans Examiner (Ph: 954-828-5536), to obtain his signature on the final DRC plans.
- 26) Provide a written response to all Development Review Committee comments.

Additional comments may be forthcoming at the Development Review Committee meeting.



LEGEND

 Subject Site

UDP-PDD22003 - Westin/Aura Cypress Creek - 200/400 Corporate Drive

