

CITY OF FORT LAUDERDALE

DEVELOPMENT REVIEW COMMITTEE



CASE COMMENT REPORT

CASE NO. UDP-S24054



CITY OF FORT LAUDERDALE



CASE INFORMATION

CASE:	UDP-S24054
MEETING DATE:	September 24, 2024
REQUEST:	Site Plan Level II Review - Change of Use from Residential Use to 1,412 Square Feet of Medical Office Use
APPLICANT:	HUB & Spoke, LLC.
AGENT:	Carlos Pizarro
PROJECT NAME:	Azala Skin Clinic
PROPERTY ADDRESS:	412 SE 13th Street
ZONING DISTRICT:	Residential Office (RO)
LAND USE:	South Regional Activity Center
COMMISSION DISTRICT:	4 - Warren Sturman
NEIGHBORHOOD ASSOCIATION:	Poinciana Park Civic Association
CASE PLANNER:	Nancy Garcia

RESUBMITTAL INFORMATION

- Applicant must provide written responses to all DRC comments contained herein.
- Written responses must specify revisions made to the plans and indicate the sheet.
- Resubmitted plan sets must be accompanied by responses to be accepted.
- Any additional documentation must be provided at time of resubmittal.
- Resubmittals must be conducted through the City's online citizen's portal LauderBuild.
- Questions can be directed to the Case Planner assigned to the case.



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CASE COMMENTS:

Please provide a response to the following:

1. Specify uses and occupancy classification per Chapter 3 of the 2023 FBC.
2. Show allowable height, allowable number of stories, and allowable area compliance per Chapter 5 of the 2023 FBC.
3. Provide building construction type designation per Chapter 6 of the 2023 FBC.
4. Specify fire-resistance rating requirements based on building separation and construction type per Table 601 and 602 of the 2023 FBC.
5. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the 2023 FBC.
6. Indicate code compliant sprinkler system per Section 903 of the 2023 FBC
7. Dimension accessibility requirements and specify ramp slope to site per FBC Accessibility Code.
8. Show that the openings in the exterior walls adjacent to the East and West property lines meet the requirements of Table 705.8 of the 2023 FBC.
9. Reference the 2023 Florida Building Code 8th edition on plan for the proposed development.

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, 2023 the 8th 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.



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CASE COMMENTS:

A. Prior to Final DRC Engineering review and sign-off, please provide updated plans and written response to the following review comments in Section A (additional comments may be required based on subsequent plan revisions):

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. Please contact Daniel Rey at 954-828-7150 or drey@fortlauderdale.gov.
 - b. Coordinate all transportation related requirements with Benjamin Restrepo at 954-828-5216 or brestrepo@fortlauderdale.gov with the Transportation & Mobility (TAM) Department to meet the Transportation aspect of the Adequacy requirements.
2. Elevations shown on Property Survey (and plans) shall be per North American Vertical Datum of 1988 (NAVD 88), instead of National Geodetic Vertical Datum of 1929 (NGVD 29).
3. Adequate stormwater drainage systems shall be provided so that the removal of stormwater will not adversely affect adjacent streets and properties or the public stormwater facilities and systems.
 - a. Stormwater drainage design criteria shall be based upon the adopted level of service requiring the retention of the first inch of runoff from the entire site or two and one-half (2½) inches of runoff from the impervious surface whichever is greater.
 - b. Provide area break down showing (site, building, driveway, walkway/patio, decks and pervious area). Please provide square footage for each.
 - c. Please dimension swales/label on plan view (length, width, depth) and provide corresponding swale calculations.
 - d. Drainage plan grading needs to further detailed by showing additional flow arrows/spot elevations (property line and swale areas) through the remainder of the site showing stormwater conveyance and correspond to the provided cross sections.
 - e. Whenever the total pavement area in the swale area frontage on that public right-of-way is fifty (50) percent or more of the total frontage on that public right-of-way, an exfiltration trench stormwater system or an alternative drainage system approved by the city engineer shall be installed in the swale area in accordance with city construction standards and specifications.



4. Sec. 47-20.15. - Backout parking.

Backout parking into public rights-of-way shall be prohibited except as follows:

- a. Backout parking may be constructed on properties in an RO, ROA, and ROC zoning district, subject to the following:
 - i. Submission of a traffic statement demonstrating that backout parking for the use will not create a traffic hazard. The traffic statement shall be certified by a state-licensed engineer, architect or landscape architect or American Institute of certified Planners certified planner.
 - ii. Brick decorative pavers or similar paving material covering one hundred (100) percent of the parking surface shall be installed.
 - iii. The backout parking spaces must meet the geometric, drainage and site clearance standards provided in Section 47-20 and such other standards determined to be necessary to provide adequate and safe parking as determined by the City Engineer.



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CASE COMMENTS:

Please provide a response to the following:

1. Change of Use will be evaluated for substantial improvement percentage once applications with job values are submitted. No response required at this time.

GENERAL COMMENTS

The following comments are for informational purposes.

1. For further information regarding substantial improvements, please refer to the FEMA Substantial Improvement / Substantial Damage Desk Reference.

https://www.fema.gov/sites/default/files/documents/fema_nfip_substantial-improvement-substantial-damage-desk-reference.pdf



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CASE COMMENTS:

Please provide a response to the following:

1. Provide an existing tree site plan or existing tree site survey illustrating all existing trees and palms, and number each one.
2. Provide a corresponding list, as per ULDR 47-21.15, of these trees/palms including:
 - a. tree number for each
 - b. botanical name and common name for each
 - c. trunk diameter, in inches, at chest height for trees
 - d. clear trunk in feet for palms
 - e. condition percentage as a number for each
 - f. indicate status for all existing trees/palms on site (remain, relocate, remove)
3. There is an existing volunteer sabal palm located directly adjacent to the wood utility pole at the SE corner of the site along the alley. It is advised that this palm be recommended for removal in order to avoid any future conflicts with the overhead power lines.
4. When a parcel of land has a VUA designed to permit motor vehicles to back directly out onto a public right-of-way, including an alley, a landscape area at the front of the parking spaces unobstructed by a fence or wall shall be provided as per ULDR 47-21.14.A.6. The landscape area shall be a minimum five (5) feet in width and shall contain not less than ten (10) square feet for each linear foot of VUA fronting on the street. The landscaping for this area shall consist of hedges and trees. There shall be no more than four (4) parking spaces in a row without a tree island when the parking serves a non-residential use. A poured six (6) inch high concrete curb shall be placed across the nose of tree islands.
5. The zoning of this property requires a minimum of 35 percent of the gross lot square footage shall be in landscaping, maintained by an irrigation system, as per ULDR 47-21.13. A&B. The minimum twenty percent VUA required landscaping may be used toward fulfilling the gross thirty-five percent minimum. Sandy beach on oceanfront parcels of land may be included in the gross minimum, but do not need to be planted or irrigated.
6. Decorative stone or gravel may be used only up to a maximum of ten percent of the total landscape area where the stone or gravel is to be used for decorative or other approved purpose as an adjunct to planting beds, as per ULDR 47-21.9. K.
7. Illustrate and label the horizontal clearance from tree trunk to edge of existing-to-remain and proposed utilities 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.
8. Illustrate the location of overhead utilities on the landscape plans and follow FPL Right Tree Right Place guidelines for tree selection and placement.
9. Additional comments may be forthcoming after next review of new plans and written comment responses.



GENERAL COMMENTS:

The following comments are for informational purposes. Please consider the following:

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 do not apply for these at time of Administrative Review submittal.
2. Proposed landscaping work in the City's right of way requires engineering approval. 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 hydrozones on planting plan and include calculations in table.



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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 if it is a solid door, notably the door on the west elevation.
2. Exterior doors should be equipped with burglary resistant lock systems such as latch guards or security plates and hinge pins where applicable.
3. All glazing should be impact resistant.
4. The business should be wired for an alarm system, to include duress, motion, and door contacts.
5. A video surveillance system (VSS) should be employed throughout the property with a focus on entry/exit points, point of sale area, hallways and common areas. Exterior parking areas should be incorporated into the VSS installation. It should be capable of retrieving an identifiable image of a person and video retention should be a minimum of 30 days.
6. All Lighting should conform to IES standards and landscaping should follow CPTED guidelines.

GENERAL COMMENTS

Please submit responses in writing prior to DRC sign off.



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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. Solid Waste charges shall be collected in monthly lease with Sanitation account for property under one name (Commercial).
5. 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.
6. 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).
7. Provide on the site plan a garbage truck turning radius for City review. Indicate how truck will service within property.
8. Containers: must comply with 47-19.4
9. 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.
10. Submit a Solid Waste Management Plan on your letterhead containing the name of project, address, DRC case number, number of units if applicable, and indicate whether it is Pre or Final DRC.
 - *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 Gwoolweaver@fortlauderdale.gov . The letter should include an analysis of the expected amounts of solid waste and recyclables that will be generated (if different from current capacity), and containers requirements to meet proposed capacity.*
 - *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:

Please provide specific details of solid waste and recycling collection per building



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CASE COMMENTS:

No comments required.



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Please provide a response to the following:

1. 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 **December 27, 2024**, 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. The applicant has submitted a waiver to the timeframe requirements.
2. 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: <https://www.fortlauderdale.gov/government/departments-a-h/city-manager-s-office/office-of-neighbor-support/neighborhood-associations> and a map of neighborhood associations may be found at: <http://gis.fortlauderdale.gov/propertyreporterr>. Please provide acknowledgement and/or documentation of any public outreach
3. The site is designated South 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.
4. At this time, the City is amending the parking ratio requirements for medical uses. Such amendment to the ULDR would permit parking at one parking space per 250 square feet for medical uses. The proposed parking would be in compliance upon adoption of this amendment. In the event, the amendment is not approved, then the parking ratio for medical office uses is one space per 150 square feet and 10 parking spaces would be required.
5. Provide the following changes on site plan:
 - a. Brick decorative pavers or similar paving material covering 100% of the parking surface shall be installed for the parking spaces proposed on the southern side of the site, near the alley.
 - b. Show location of refuse container. All solid waste refuse containers (dumpsters) shall be set back a minimum of 12 feet from any property line which is contiguous to residential property and shall be screened in accordance with the Dumpster requirements, as provided in Section 47-19, Accessory Uses, Buildings and Structures.
 - c. A ten (10) foot landscape strip shall be required to be located along all property lines which are adjacent to residential property. Such landscape strip shall include trees, shrubs and ground cover as provided in the landscape provisions of Section 47-21, Landscape and Tree Preservation Requirements. The width of the landscape area shall extend to the property line. All required landscaping shall be protected from vehicular encroachment. When walls are required on nonresidential property abutting an alley, required shrubbery shall be installed and located within the landscape area on the exterior of the wall

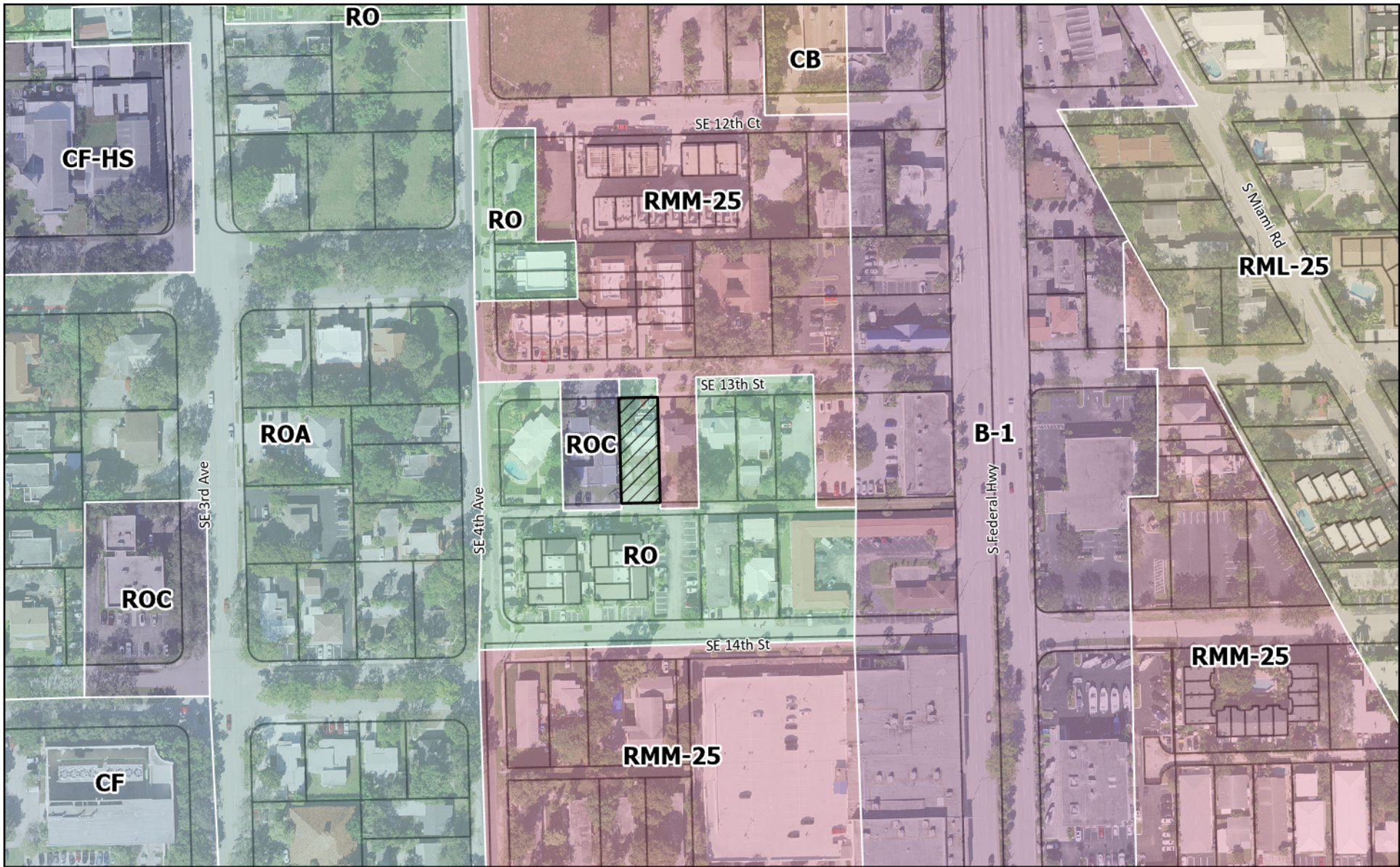


- d. Provide height of the existing opaque fences that are to remain and proposed landscaping adjacent to the residential properties. A wall shall be required on the nonresidential property, a minimum of five (5) feet in height, constructed in accordance with Section 47-19.5, however, in instances where installation of the wall would require a modification of the existing vehicular use area, which would impair traffic circulation on the site, a minimum five (5) foot high hedge, fence or other physical barrier shall be placed along the length of the nonresidential property line which abuts the residential property.
6. Signs accessory to a permitted use shall be limited as follows:
 - a. No roof sign, projecting sign, marquee sign, billboard sign, banner sign or animated sign shall be permitted
 - b. Each building occupied by such use as a principal use may have one wall sign not exceeding two feet in width or ten feet in length.
 - c. The use may have one ground sign not exceeding three feet in width or five feet in length, the top of which shall not be over five feet above the ground.
 - d. The site may have directional signs each not over two square feet in area and not extending over three feet above the ground.
 - e. There shall be no show windows or display windows, nor shall any door or window be used for display purposes.

General Comments

Please consider the following prior to submittal for Final DRC:

1. An additional follow-up coordination meeting may be required to review project changes necessitated by the Development Review Committee comments. Please schedule an appointment with the project planner Nancy Garcia (tel. 954-828-8958) to review project revisions and/or to obtain a signature routing stamp.
2. 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.
3. Provide a written response to all Development Review Committee comments.
4. Additional comments may be forthcoming at the Development Review Committee meeting.



UDP-S24054 - 412 SE 13 ST.

