



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1-JANUARY 8, 2026

PROJECT NAME:	Coconut Creek Medical Pharmacy		
PROJECT NUMBER:	PZ-25120006		
LOCATION:	3850 Coconut Creek Parkway		
APPLICANT/AGENT:	Doctors Heath Group of S. Florida Inc.		
REVIEW/APPLICATION:	Special Land Use to establish a pharmacy		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Resilient Design and Development (RDD)	Deandrea Moise – Planning Manager	dmoise@coconutcreek.gov	(954) 973-6677
Urban Design and Development (RDD)	Liz Aguiar – Assistant Director	laguiar@coconutcreek.gov	(954) 973-6756
Sustainability and Photometrics (RDD)	Linda Whitman – Sustainability Manager	lwhitman@coconutcreek.gov	(954) 973-6756
Urban Design and Signage (RDD)	Natacha Josiah - Planner	njoshia@coconutcreek.gov	(954) 973-6756
Resilient Design and Development (RDD)	Aleesha Korth- Planner	akorth@coconutcreek.gov	(954) 973-6756
Transportation Planning (RDD)	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.gov	(954) 973-6756
Building Division (RDD)	Sean Flanagan - Deputy Building Official	sflanagan@coconutcreek.gov	(954) 973-6750
Engineering	Eileen Cabrera - Senior Engineer	ecabrera@coconutcreek.gov	(954) 973-6786
Fire	Ryan Banyas – Fire Marshal	rbanyas@coconutcreek.gov	(954) 956-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Barbara Hendrickx - Police Department	bhendrickx@coconutcreek.gov	(954) 956-6721
Public Works	Mike Heimbach – Public Works	mheimbach@coconutcreek.gov	(954) 956-1453
ALTERNATE REVIEWERS			
Engineering	Mohammed Albassam – Utility Engineer	malbassam@coconutcreek.gov	(954) 973-6786
Engineering	Tamar Joseph - Engineer II	tjoseph@coconutcreek.gov	(954) 973-6786
Engineering	Steve Seegobin - Construction Supervisor	gseegobin@coconutcreek.gov	(954) 973-6786

DEPARTMENTAL COMMENTS

BUILDING

This review shall not imply full compliance with the Florida Building Code. Submittal of a building permit application and plans are required for full review to obtain a building permit.

Note: Every effort has been made to identify code violations. Any oversight by the reviewer shall not be considered as authority to violate, set aside, cancel or alter applicable codes or ordinances. The plan

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review and permit issuance shall not be considered a warranty or guarantee. The designer is responsible for following all applicable federal, state, and municipal codes and ordinances.

ENGINEERING

1. Please note that comments provided are based on a preliminary engineering review and the project is subject to further review for compliance with the City's Code of Ordinances and the Utilities & Engineering Standards Manual during the engineering permitting stage (if applicable).
2. Additional comments may be provided and/or required upon review of any revised plans.

FIRE

Reviewed with no comments.

LANDSCAPING

No review required

PHOTOMETRICS

Reviewed with no comments.

POLICE

1. Ensure access control measures are in place to prevent unauthorized access.
 - a. Recommend electronic access control that logs entry into the pharmacy.
2. Recommend utilizing IP surveillance cameras that can sync into the Alert System with the Police Department for immediate monitoring by the CCPD Real Time Crime Center in the event of an emergency.
3. Recommend a monitored alarm system that will alert in the event of unauthorized entry.
4. Recommend reinforcing the exterior walls to prevent entry by cutting through the wall.
5. Recommend secondary storage in a safe (bolted to the floor/wall) for narcotics in case unauthorized entry is made.
6. Can more detailed plans be submitted including security measures being proposed, location of equipment, etc?

PUBLIC WORKS

Reviewed with no comments.

SUSTAINABILITY

Reviewed with no comments.

TRANSPORTATION

Reviewed with no comments.

URBAN DESIGN AND DEVELOPMENT

General Comments

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1. Pursuant to the requirements of Section 166.033, Florida Statutes, be advised that this development permit (application) is incomplete and the areas of deficiency have been identified herein. The requirements of Section 166.033 further provide that the applicant has 30 days to address the deficiencies by submitting the required additional information. If such a response is not provided in a timely manner, the application shall be deemed withdrawn unless the applicant wishes to waive any or all of the requirements of Section 166.033, Florida Statutes, in which case a request for waiver must be submitted to the City prior to the expiration of the 30 day response period identified above. The City's waiver form is available upon request.
2. Applicant shall make every effort to ensure public participation as part of this project. The purpose of this action is to provide information regarding the proposed project to neighboring property owners, associations and businesses. This effort is the responsibility of the applicant and in addition to City public meetings. Provide correspondence demonstrating these efforts including a detailed accounting of meetings with residents, HOA's and adjacent businesses, copies of mailed notices, meeting notes, site postings etc. Applicant shall submit a full written report to Sustainable Development PRIOR to placement on a Planning and Zoning Board agenda.
3. Sec.13-81(14)(b) – DRC applications continued or inactive for more than six (6) months may be considered void and treated as new applications with applicable fees. Refer to comment #1.

Application

4. Applicant MUST demonstrate and update document as applicable, to include but not limited to the following. A restatement does not satisfy code requirements.
5. The SPECIAL LAND USE JUSTIFICATION STATEMENT requires the applicant to fill out the responses to each question in "COMPLETE DETAIL". Be advised, responses to the standards will be applicant's verbatim responses addressing compliance with these standards to the Planning and Zoning Board and the City Commission. Applicant will be required to provide the final submittal in Adobe and WORD formats.
6. Revise each response to correct all typos and grammatical errors.
7. Revise Special Land Use Justification Responses Section 13-35f as follows:
 - a. Response to Question 1 is not complete nor does it address the criteria. Revise response to refer to the permitted land uses and adjacent zoning and what type of development may be allowed in the future.
 - b. Response to Question 2 does not state what the nearby existing uses are. Revise response to speak to the existing nearby uses such as the residential, community facilities (i.e. schools), and commercial developments adjacent to the property and HOW the proposed pharmacy is in harmony with the nearby uses.
 - c. Response to Question 5 shall be revised to reflect an alternative characterization of the community.
 - d. Response to Question 6 is a restatement. Revise response to address how/why the proposed pharmacy will not decrease public benefit or create adverse effects other than those resulting from use of the site as permitted by right.
 - e. Respond to Question 8 by choosing a goal, objective, or policy from the City of Coconut Creek's Comprehensive Plan that supports the proposed use.
8. Revise Special Land Use Justification Responses Section 13-35g as follows:

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- a. Response to Question 1 shall be revised to state that additional traffic will not be generated as the pharmacy is for current clients of the existing clinic and is not open to the public.
- b. Response to Question 2 is unclear. Revise accordingly.
- c. Response to Question 6 shall be revised to explain how the uses on site are appropriate in relation to the surrounding properties.

Zoning

9. Floor plan shows BB&T Bank. However, street view of building appears to indicate there is no bank. Clarify and revise plans accordingly.
10. Clarify if medical marijuana is to be dispensed.
11. Provide the hours of operation for the clinic and pharmacy.
12. Clarify what local, state, or federal licensure will be obtained to operate the proposed pharmacy.
13. Clarify the type of prescriptions that will be dispensed.
14. Advise if this facility is intended to operate as a pain clinic as defined in the City Code of Ordinances Sec.13-295 – Definitions.
15. Advise if there are other tenants inside of the building. If so, applicant will be required to notify tenants 14 days prior to Planning & Zoning Board hearing. Staff will provide information on how to notify tenants upon request.

Additional Comments

16. Provide a written response to all DRC comments. Acknowledgements to DRC comments may not show compliance. Corrections shall be done through plan revisions. All corrected plans shall be re-submitted per digital submittal requirements. Written responses shall identify appropriate sheet(s) where corrections have been made.
17. Additional comments may be provided at DRC meeting and/or upon review of revised application.
18. All DRC comments must be addressed prior to placement on the Planning and Zoning Board agenda.
19. Prior to the Planning and Zoning Board meeting, applicant shall provide the following to the City:
 - 1) Mailing labels and a certified list & map of property owners within 500ft of boundary lines.
 - 2) One (1) digital copy **unlocked and unsigned** and thirteen (13) printed sets of **individually** bound, stapled & 3-hole punched of the following:
 - a. PowerPoint presentation;
 - b. Special Land Use package;
 - c. Each set of DRC comment/response document;
 - d. Public outreach;

Note: Plans shall be no larger than 11"x17" in size. Documents shall be no larger than 8.5"x11" in size.

- 3) *Posted property notice.* The applicant shall be responsible for posting a public hearing notice sign on the property. Signs shall be placed on the property that is the subject of the application in accordance with timelines prescribed in table 13-26-3, "Notice Requirements," prior to a required or requested hearing as follows:

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- Signs shall be posted facing each adjacent right-of-way.
 - Signs shall be placed no more than five (5) feet from the street, or if there is a sidewalk, no more than two (2) feet beyond the property side edge of the sidewalk, so lettering is visible from the street. These measurements may be adjusted plus or minus up to two (2) feet for flexibility to address street conditions, including landscaping and topography, provided the sign as posted is clearly visible and legible from the street.
 - A dated photograph of all signs shall be submitted to the department of sustainable development by the applicant within twenty-four (24) hours of the sign being posted.
 - If the sign is destroyed or removed from the property, the applicant is responsible for obtaining and posting a new sign on the property and providing a new dated photograph.
 - Sign(s) shall remain on the property until final disposition of the application. This includes any deferral, rehearing, appeal, or requirement for review or hearing by another body.
 - Sign information shall be updated to include any additional public hearings or public hearing deferrals consistent with table 13-26-3, "Notice Requirements."
20. Be advised, a business tax receipt is required to be issued by the City prior to operation of the business.
21. Sec.13-35(a) – Special land use may be subject to additional restrictions imposed by the Planning and Zoning Board and/or the City Commission.
22. Sec.13-35(d)(7) – Special land use approval shall expire eighteen (18) months following the date of approval unless a building permit for a principal building as required by the applicable Florida Building Code has been issued to the applicant and kept in force.