



CITY OF COCONUT CREEK

DEPARTMENT OF SUSTAINABLE DEVELOPMENT

4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

Development Review Committee Agenda
Submittal Deadline Date: October 14, 2025
Meeting Date: November 13, 2025

The City of Coconut Creek Development Review Committee will be conducting a meeting on Thursday, November 13, 2025 beginning at 9:00 a.m. at the Coconut Creek Government Center, Commission Chambers, located at 4800 W. Copans Road, Coconut Creek, Florida 33063.

The backup for this meeting can be accessed by using the following steps:

- In your internet browser, go to www.coconutcreek.gov;
- Go to "View Meetings, Agendas & Minutes;"
- Next select, "View Agenda, Meeting Notices & Minutes;"
- Next select, "Yes, continue;"
- Next select "Development Review Committee" from the drop down menu, find the November 13, 2025 Meeting;
- Last select "Agenda" to view the backup.

New business:

<u>Item</u>		<u>Time</u>
Walmart	Site Plan	9:00 a.m.

NOTE: Formal DRC meetings are required for all applications that require consideration by the City of Coconut Creek Planning and Zoning Board. All parties involved (engineers, architects, etc.) should be in attendance. As time allows, scheduled agenda items begin promptly at the scheduled time at the Coconut Creek Government Center, located at 4800 W. Copans Road, Coconut Creek, Florida. Applicants are advised to contact the Department of Sustainable Development at (954) 973-6756 to confirm attendance prior to consideration of their item. Following the DRC meeting, every comment must be addressed. Written responses and revised plans must be resubmitted on a timely basis. Once all comments are satisfactorily addressed, the application will proceed to the next available Planning and Zoning Board meeting.

The public may appear in person and speak at the meeting. Prior to the meeting date, if any member of the public requires additional information on how this meeting will be conducted or how to participate in the meeting, please contact:

Deandrea Moise, Planning Manager
City of Coconut Creek
4800 W. Copans Road
Coconut Creek, FL 33063
954-973-6756
drc@coconutcreek.gov

NOTE: In accordance with Section 286.0105, Fla. Stat., if a person decides to appeal any final decision made by any of the boards with respect to any matter considered at a meeting or hearing, he/she will need a record of the proceedings and for such purpose may need to ensure that a verbatim recording of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (The above notice is required by Florida Law. Anyone desiring a verbatim transcript shall have the responsibility at his/her own expense to arrange for the recording and transcript.)

In accordance with the Americans with Disabilities Act, as amended, any person with a disability who requires assistance to participate in said meeting may contact the City Clerk Department at 954-973-6774 at least two (2) days prior to the meeting. **Please note that two (2) or more City Commissioners may be in attendance.**

Posted: 11/06/2025



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – NOV. 06, 2025

PROJECT NAME:	Walmart Expansion		
PROJECT NUMBER:	PZ-25090001		
LOCATION:	5571 W Hillsboro Blvd		
APPLICANT/AGENT:	Bowman Consulting		
REVIEW/APPLICATION:	Site Plan		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Urban Design & Development	Deandrea Moise - Planning Manager	dmoise@coconutcreek.net	(954) 973-6677
Sustainability, Urban Design & Photometrics	Linda Whitman – Sustainability Manager	lwhitman@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Natacha Josiah - Planner	njoshia@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan – Chief Building Official	sflanagan@coconutcreek.net	(954) 973-6750
Engineering	Eileen Cabrera - Senior Engineer	ecabrera@coconutcreek.net	(954) 973-6786
Fire	Ryan Banyas – Fire Marshal	rbanyas@coconutcreek.net	(954) 956-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Barbara Hendrickx - Police Department	bhendrickx@coconutcreek.net	(954) 956-1474
Public Works	Mike Heimbach- Project Manager	mheimbach@coconutcreek.net	(954) 956-1453
ALTERNATE REVIEWERS			
Engineering	Thamar Joseph - Engineer I	tjoseph@coconutcreek.net	(954) 973-6786
Engineering	Santiago Florez-Molina - Engineer I	sflorezmolina@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin - Construction Supervisor	gseegobin@coconutcreek.net	(954) 973-6786

DEPARTMENTAL COMMENTS

BUILDING

1. The section of the property where the addition is being proposed is on a Flood Zone AH.
2. This approval does not imply full compliance with the Florida Building Code. Submittal of a building permit application and associated plans will be required for a comprehensive review and to obtain a building permit. During the building permit plan review process, items such as building construction type, allowable height and area, fire separation, and other applicable code requirements will be evaluated for compliance with the Florida Building Code currently in effect.
3. **Note:** Every effort has been made to identify code violations; however, any oversight by the reviewer shall not be construed as authority to violate, set aside, cancel, or alter applicable codes or

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ordinances. Plan review and permit issuance shall not be considered a warranty or guarantee. The designer remains responsible for ensuring compliance with all applicable federal, state, and municipal codes and ordinances.

ENGINEERING

1. There are existing utilities in conflict with the proposed expansion. Clarify how this will be remedied.
2. Proposed sign located near parking spot east of the proposed building expansion conflicts with the existing hydrant. Ensure adequate clear zone requirements are met.
3. The proposed expansion's FFE will not meet the BFE +1 freeboard requirement. Be advised that the building expansion will need to be floodproofed and certified, just as the liquor store was done in the past.
4. Clarify what the "E" symbol overlapping with the proposed curbing located Southeast of the existing liquor store represents.
5. Install ADA mats at the proposed crosswalks to ensure pedestrian safety.

FIRE

1. Provide the plan for replacing the fire lane that will be demo in the proposed area of work.
2. Provide a Fire Truck Route Plan that can accommodate a two-axle fire truck or similar truck (B40 Bus template) that is 39 feet long, 9 feet wide, and displays both turning radius dimensions. Use a 50 foot outside 25 foot inside turning radius. Do not overlap the entrance and exit of the truck and provide multiple pages if necessary. Show the plan.
3. Are there any fire hydrants in the area of work?

LANDSCAPING

1. A complete tree disposition plan and disposition list, along with mitigation calculations were not provided for review. Additional comments will be provided once those plans have been submitted. Per Sec. 13-447(d)(1), provide a list of all existing trees within the area of work, including the minimum required information listed under part "h". Part "h" reads: *"Tree surveys and tabular form tree inventories shall be prepared, signed and sealed by a Florida registered surveyor with verification of genus, species, height, spread, DBH and condition by a Florida registered landscape architect or other recognized professional qualified to determine same."*
2. Include tree numbers on the Tree Disposition Plan that correspond to the tree list required as per comment #1.
3. Include tree numbers for relocated trees/palms on the landscape plan. Recommend adding the relocated trees/palms to the plant key as well, for ease of reference.
4. Show tree protection barrier around all trees to remain within the area of work. Include a note that the tree barrier must be installed prior to construction activities and remain in place throughout the duration of work. This includes relocated trees/palms.
5. Minimum width of new landscape islands is 12', dimension islands on Landscape Plan to show compliance.



6. Required 10' landscape area between building and vehicular use area is not provided at the southeast planter area at the building expansion. Landscape area is to be provided or the code deviation will need to be addressed in the PCD documents. Further discussion with Staff may be required.
7. Must provide code table, showing compliance with minimum landscape requirements as per Sec. 13-443. Additional comments will be provided once the data table been included on the plans.
8. Provide diversification calculations for all proposed plant material, as per Sec. 13-444 (c). No more than 25% of the same species can be used per category: trees, palms, and shrubs/groundcover.
9. Provide a breakdown of the required building foundation plantings, for each façade of the building expansion only, as per Sec. 13-443 (5) (f).
10. Must provide open space calculations as per Sec. 13-345 (c) (13). Minimum requirement is fifteen percent (15%) of total lot area.
11. Provide tree category percentage calculations per Sec. 13-444 (c) (1).
12. Label and dimension any existing and proposed easements on the plans.
13. Ensure that all trees are the specified minimum distances from paved surfaces, as per Table 13-444.T1.
14. Note that trees and palms within 6' of utility lines and hardscape elements will require the use of a root barrier type product. Show root barrier locations on the Landscape Plan.
15. Show all utility easements in gray scale on the Landscape Plan, as well as all above and below ground utilities and associated equipment (fire hydrants, overhead power lines, FPL pads, water and sewer service lines, etcetera).
16. Small trees shall have a minimum trunk diameter of one and one-half (1½) inches for at least one (1) of the trunks for a multi-stem tree. Specify this requirement for the Japanese Privet.
17. Provide the City standard landscape notes on the plans. A copy of the notes in Word format is available upon request.
18. Revise the shrub and groundcover details to state a minimum of 18" is to be excavated and backfilled with preferred planting soil.
19. The use of wire and tubing for bracing is prohibited. The City recommends Wellington tape or similar with bio-degradable twine to be used. Only the twine is to be in contact with the trunks. Revise tree planting details accordingly.

PHOTOMETRICS

1. Reviewed with no comments.

POLICE

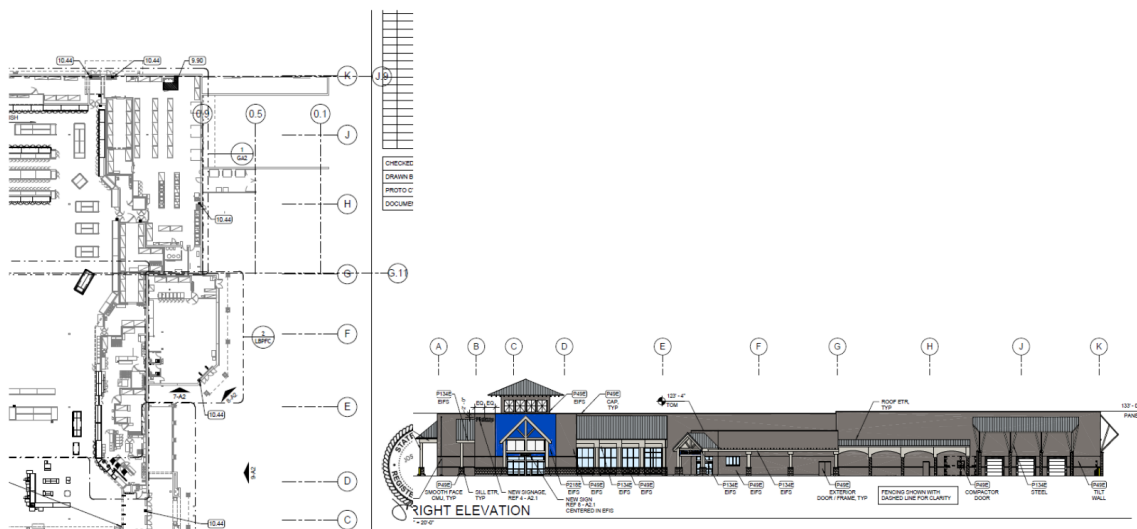
1. Provide data on the proposed lighting fixtures to be used in the parking lot.
 - Full cutoff fixtures utilizing LEDs are recommended.
2. Provide calculated photometric readings based on the proposed lighting fixtures for review.
 - This lot is an area where security is a concern since the applicant is a major retailer that is open late. The lot will be used for the transport and transfer of merchandise, including high value

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items. Even though the store does close, the parking lot is also accessible to the public 24 hours due to the open nature of the site.

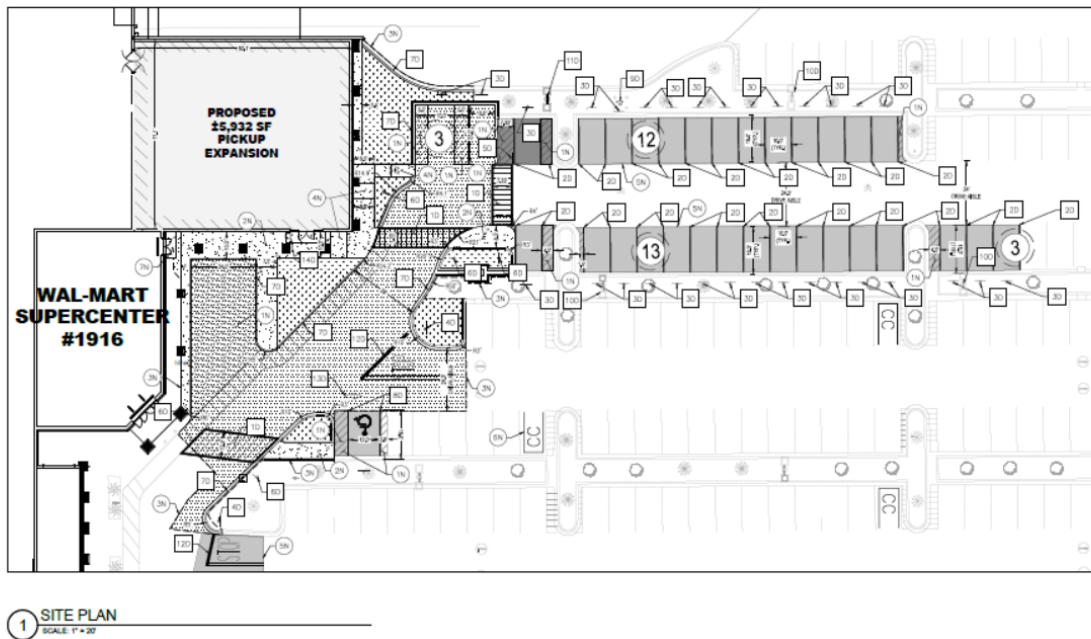
- In accordance with IES security lighting guidelines, this parking lot should be illuminated to an average of 3.0 fc on the pavement. The lot should also have an average-to-minimum uniformity ratio of no more than 4:1.
3. It is noted that a wall pack is proposed over the door to the new addition. Generally, wall packs are not recommended as they typically produce glare by angling light into the viewer's eyes. This has the opposite of the desired effect by causing the illuminated area to actually be more difficult to see. In turn, this also makes threat identification more difficult resulting in a less safe space.
 4. Recommend signage by the door to the new addition notifying customers that it is not an entrance to the store and pointing them to the customer entrance. This enhances access control and removes the ability for an abnormal user to use an excuse of not knowing they were in a restricted area.
 5. Recommend surveillance coverage of the employee entry/exit door and parking spaces.
 - Also 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.
 6. Installing mechanical access control on the door to the new addition is recommended to prevent unauthorized individuals from entering the area.
 7. Will the door to the new addition be a glass door or solid door? Allowing natural surveillance outside of this door should be a point to consider. An employee should have the ability to have an unobstructed view of the exterior prior to exiting. If a solid door is used, a wide angle door scope should be installed to allow for this view
 8. The first two pictures are from the 1916-251 you referenced; however. On the C1.1 Site Plan, you can see the addition jets out much further than the liquor store. The renderings on the 1916-251 don't reflect that. You can change the comment to say that the addition wasn't included in the color rendering on the 1916-251. We specifically are interested in seeing what the south wall of the addition will look like with the door that the employees will be using to enter and exit the addition.



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C1.1 Site Plan



PUBLIC WORKS

1. Reviewed with no comments.

SUSTAINABILITY

1. Reviewed with no comments.

TRANSPORTATION

1. Figure 1B shall identify the driveway number sequence outlined in the third paragraph of the Traffic Impact Statement.
2. The Traffic Impact Statement (Page 4) identifies driveway No. 3 as anticipated to be the most utilized to access the pick-up area. Appendix C also identifies driveway No. 3 with existing conditions to be the most utilized. The Site Circulation modification evaluation did not appear to address potential changes to the addition's site circulation.
3. Provide a construction Phasing Plan that identifies the areas to be used for the staging of construction equipment, construction materials, construction trailer, construction employee parking, construction fence, etc.
4. Clarify if all existing parking spaces, pavement markings and signage is to be replaced? If so, provide a typical parking detail, provide a typical handicap parking detail and provide a typical EV Charging parking detail.
5. The angle of the modified drive isle that is directly located adjacent to the building expansion, appears to potentially create turning movement hazards with pedestrian activity (crosswalks),

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handicap spaces, or backup maneuvers. Can the drive isle alignment be improved as the code offers the following criteria:

- a. For required and unrequired parking spaces provided in other than a parallel and perpendicular configuration in a surface parking lot, the parking spaces and access isles shall vary with the angle of parking and other characteristics of parking lot layout in accordance with Figures 13-399.3 and 13.399.4.; and
- b. In accordance with Sec.13-399 (g), all parking drives, lanes and aisles shall be a minimum of twelve (12) feet in width for each direction of movement. One-way aisles shall be a minimum of sixteen (16) feet in width. Where parking spaces are ninety (90) degrees or perpendicular to the direction of movement on both sides of an aisle, the minimum required aisle width shall be twenty-four (24) feet. A sidewalk with a minimum width of eight (8) feet shall be placed between building facades which provide for public access and circulation isles. A circulation isle with a minimum width of thirty (30) feet shall be placed adjacent to said sidewalks. This aisle will be unobstructed by back-out parking movements. A six-foot area adjacent to the building walkway shall be used for a properly designated fire lane. Off-street loading requirements may use the rear six-foot area in an assigned location. If paved access is not provided around the buildings, emergency access must be provided in accordance with this chapter.

6. Additional comments may be forthcoming.

URBAN DESIGN AND DEVELOPMENT

General Comments

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 be prepared to make a PowerPoint presentation at the Planning and Zoning Board and City Commission meetings. Presentation should include color renderings, aerials or maps of the proposed project, and other helpful information as applicable.
3. Prior to the Planning and Zoning Board meeting, applicant shall provide the following to the City.
 - a. Digital: One (1) complete set of each as follows:
 - Site plan - unlocked and unsigned.
 - PowerPoint presentation.
 - Public outreach report.
 - Sustainable (Green) report.
 - Each round of DRC response document.
 - b. Printed: Thirteen (13) complete sets, individually bound / stapled / 3-hole punched.
 - Site plan – 11"x17" in size.
 - PowerPoint – no larger than 11"x17" in size.
 - Public outreach report.

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- Sustainable (Green) report.
 - Each round of DRC response document, 8.5"x11" in size.
4. The City has retained professional services to conduct landscape review of all Development Review Applications. Per Sec.13-80(b) of the City's Land Development Code, the cost for these services shall be billed to the applicant on a cost recovery basis. **Acknowledge and provide contact information of person(s) responsible for payments to the City.**
 5. 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. Provide correspondence demonstrating these efforts including a detailed accounting of meetings with residents, HOA's or 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.
 6. Additional comments may be provided at DRC meeting and/or upon review of revised application.
 7. Acknowledgements to DRC comments may not always demonstrate compliance. Corrections shall be made to plans and digitally re-submitted. Written responses shall identify appropriate sheet(s) or page(s) where corrections have been made.
 8. Sec.13-81(14)(b) – Any DRC application continued or inactive for more than six (6) months may be considered void and treated as a new application with applicable fees. See comment #1.

Impact Fees

9. This project shall be subject to the following Impact Fees:
 - Fire Rescue and Law Enforcement: Sec.13-118.8, Pursuant to Ord.2025-001. Impact fees shall be imposed and calculated for the alteration, expansion or replacement of a use, building or dwelling unit or the construction of an accessory building if the alteration, expansion, or replacement of the use, building or dwelling unit or the construction of an accessory building results in a land use determined to generate greater impacts on the City's Capital Improvement System than the present use under the applicable Impact Fee Category. Fee, based on use and gross floor area of a building, must be paid prior to building permit issuance. Acknowledge.
 - Affordable Housing: Sec.13-110 through 13-117, Pursuant to Ord.2006-005, all non-residential development will be subject to an affordable housing linkage fee. The fee, based on use and building square footage, must be paid prior to issuance of a building permit. Calculations are based on gross floor area minus stairwells, elevator shafts, mechanical rooms, and external storage rooms. Acknowledge. A breakdown shall be provided at time of building permit.

Site Plan

10. For consistency, applicant shall respond to the justification statement demonstrating that the site plan meets the aesthetic design criteria as established in the City's Land Development Code Section 13-37. Be advised, a restatement does not satisfy code requirements:
 - a. ***Harmonious and efficient organizations.*** The site plan shall be organized harmoniously and efficiently in relation to topography, the size and type of plot, the character of adjoining property, and the type and size of buildings. The site will be developed to facilitate orderly development of surrounding property.



- b. ***Preservation of natural state.*** Desirable vegetation or other unique natural features shall be preserved in their natural state when practical. Tree and soil removal and filling of natural watercourses shall be minimized.
 - c. ***Enhancement of residential privacy.*** The site plan shall provide reasonable visual and sound privacy for all adjacent dwelling units. Fences, walks, barriers and vegetation shall be arranged for protection and privacy.
 - d. ***Emergency access.*** Structures and other site features shall be arranged to permit practical emergency vehicle access to all sides of buildings.
 - e. ***Access to public ways.*** Every structure and dwelling unit shall have access to a public street, walkway or other area dedicated to common use.
 - f. ***Pedestrian circulation.*** A pedestrian circulation system shall be provided which is separate from the vehicular circulation system.
 - g. ***Design of access and egress drives.*** The location, size, and numbers of ingress and egress drives to a site will be designed to minimize the negative impacts on public and private streets and on adjacent property.
 - h. ***Coordination with off-site vehicular and pedestrian circulation systems.*** The arrangement of rights-of-way or easements for vehicular and pedestrian circulation shall coordinate the pattern of existing and planned streets and pedestrian or bicycle pathways in the area.
 - i. ***Stormwater control.*** Protective measures shall ensure that removal of stormwater runoff will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made for construction of wastewater facilities including grading, gutters, and piping to direct stormwater and prevent erosion. Surface water on all paved areas shall be collected at intervals which do not obstruct vehicular or pedestrian traffic.
 - j. ***Exterior lighting.*** Location, type, size and direction of exterior lighting shall not glare or direct illumination which interferes with adjacent properties or safety of public rights-of-way.
 - k. ***Protection of property values.*** Elements of a site plan shall be arranged to have minimum negative impact on values of adjoining property.
11. Staff acknowledges the applicant's justification; however, provide a detailed written narrative describing the proposed use, functions, and activities within the proposed new space area.
12. For resubmittal, upload each sheet as individual file. Do not combine multiple sheets. This requirement ensures proper document tracking and review consistency within the electronic permitting system. Verify that each sheet is correctly labeled with the appropriate title and sheet number.
13. ***Floor plan:*** Identify and label all interior spaces and/or provide a corresponding legend. Staff was unable to confirm the internal layout and the new location of the trash compactor. Ensure that the floor plan clearly distinguishes between existing and proposed areas.
14. Sheet labeled "SP-1" should be labeled as "existing site plan" or remove entirely from this package.
15. Revise the site analysis table to include an additional column labeled "Required" in order to identify the existing, required, and proposed site data and ensure compliance with minimum development standards.



16. Per Section 13-401, Commercial use parking space requirements is 1 space per 250 square feet GLA. Revise accordingly.

Construction Trailer

17. Show location of temporary construction trailer if one is proposed. Trailer shall not be located adjacent to major thoroughfares, may require screening and will require sign review.

Elevations

18. Sheet label C1.1, Site plan clearly identifies the proposed addition. However, the rendering provided doesn't reflect that. Revise accordingly.
19. Provide existing elevations in addition to proposed elevations.
20. Elevations illustrated on a single sheet with other tabular data hinders detailed review of each elevation. Separate elevations on to multiple sheets to improve clarity and readability.
21. Relabel elevation plans with compass directions North/South/East/West based on the direction they are facing.
22. Staff recommends revising the façade color scheme to incorporate the proposed cream tone to improve visual balance and architectural consistency, consistent with the design intent standards of Section 13-37 Aesthetic Design.
23. It appears that parts of the roof have been painted "gray". Per approved Ordinance 2006-019, roof membrane is to be white. Address.
24. Downspouts shall not be installed on the exterior façade or be visible. Painting the downspouts does not satisfy this requirement. They must be installed so that they are not visible from public view.
25. Per Sec.13-37(c)(3)e, mechanical equipment or other utility hardware on the roof, ground, or buildings shall be screened from public view with materials harmonious with the building, or they shall be so located as not to be visible from any public ways. This provision does not apply to the installation of electric vehicle charging stations.

Signs

26. Applicant received a variance on December 2007 to allow for two (2) front identification signs on the storefront where one (1) is permitted. It appears that applicant is requesting additional signage on the storefront. However, staff is able to review a unified sign package through this Site Plan application. Respond to the following sign deviations criteria:
 - a. Allowance for proposed non-primary signs. (i.e: grocery, pharmacy, vision, etc.).
 - b. Allowance for sign illumination for non-primary signs.
 - c. Maximum letter height including logo is three (3) feet. However, applicant received a variance approval for a six (6) maximum.
27. Staff is unable to identify (P218E), blue background for the signage. Provide details.
28. *Wall identification sign:* The proposed wall sign appears to have an excessive separation between the text elements "Walmart" and "Spark". Staff recommends reducing the spacing so the sign reads as cohesive unit and is visually centered on the facade.
29. Banners on light pole are prohibited. Remove.
30. Be advised, any ground sign identification sign must be clear of any utility easement.

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