



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1

04-10-18

PROJECT NAME:		Lyons Community Center Site	
PROJECT NUMBER:		18030005	
LOCATION:			
APPLICANT/AGENT:		Debra Hernandez, RLA, IBI Group	
REVIEW/APPLICATION		Site	
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair	Liz Aguiar – Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Planning	Linda Whitman – Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Planning	Natacha Josiah – Planner	NJosiah@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan - Chief Structural Inspector	sflanagan@coconutcreek.net	(954) 973-6750
Engineering	Eileen Cabrera - Engineer II	ecabrera@coconutcreek.net	(954) 973-6786
Fire	Jeff Gary – Fire Marshal	jgary@coconutcreek.net	(954) 973-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Brandi Delvecchio - Police Department	bdelvecchio@coconutcreek.net	(954) 956-6721

DEPARTMENTAL COMMENTS

BUILDING

APPROVED

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

ENGINEERING

HOLD

GENERAL COMMENTS

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 at Final Engineering review.

Response: Acknowledged.

2. Additional comments may be provided and/or required upon review of any revised plans.

Response: Acknowledged.

3. All required approvals from Broward County Health Department, Broward County Environmental Protection, Growth Management Department (BCEPGMD) or any other applicable agency shall be obtained and submitted to the Engineering Division prior to issuance of an Engineering permit.

Response: Acknowledged.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



4. Execution of a Water and Wastewater Agreement and payment of impact fees are required at Final Engineering Review and prior to review/approval of related building permits.

Response: Acknowledged.

5. Per Section 13-266 of City Code, Easements shall not contain permanent improvements.

Response: Acknowledged.

TRAFFIC ENGINEERING

6. Provide pedestrian connection from the proposed building to Lyons Road.

Response: A 5' pedestrian connection has been provided from the southwest corner of the building to Lyons Road.

7. Provide 25 LF double yellow pavement markings for all stop signs/ stop bar locations.

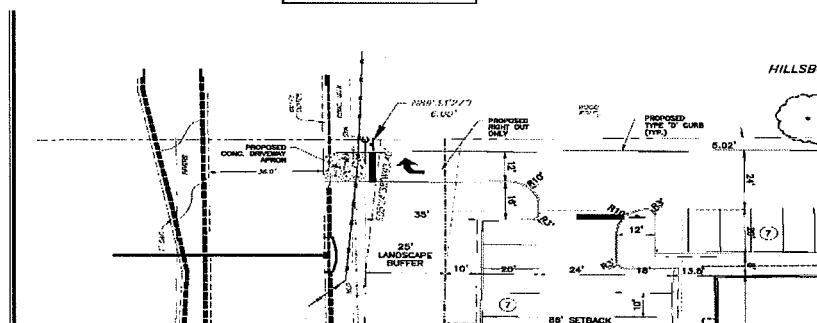
Response: As shown on Sheet 6.0, the south entry/exit driveway connection provides a note to install 25 lf double yellow, stop sign and stop bar. The northwest driveway connection is an exit-only drive and provides for a stop sign, stop bar, right-turn only and do not enter sign.

8. Concrete driveway at NW corner is missing turn radius.

Response: In coordination with Broward County, the radii are not required due to the concrete apron being installed within a concrete sidewalk, as well as the two contiguous drives serving this project and the canal right-of-way to the north.

Per my conversation with DG, a Letter of Objection is required to address Staff Comment #4 re: channelized exit drive.

Reason: Conflict with existing power pole located --- ft from north property line, as well as radius in sidewalk would conflict with pedestrian accessibility.



ROADWAY AND PAVEMENT

9. Provide pavement cross sections on each side of the proposed building at final engineering review.

Response: Pavement cross sections have been provided on Sheet C3.1.

DRAINAGE COLLECTION SYSTEM

10. The proposed drainage system shall be designed to drain the entire subdivision to positive outlets that can be legally maintained in permanent use or into a public drainage system of adequate capacity, which discharges into such positive outlets.

Response: The site is not served by positive outlets and therefore the proposed drainage system and site grading will be designed for zero discharge.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to e-Plan User Guide for instructions, found under resources on the Development Review web page.



11. Are there any retention areas proposed?

Response: The pretreatment and retention volume will be met through the proposed exfiltration trenches. The play area will serve as site storage.

12. Provide a chart on the site plan showing the total existing and proposed pervious and impervious area.

Response: This information has been added to the Site Data table, Sheet C3.0.

WATER DISTRIBUTION SYSTEM

13. Existing water service line must be removed at the corporation stop and install a brass plug into the saddle at the water main.

Response: The existing 2" water service will be abandoned and a brass plug will be installed into the saddle at the 8" DIP water main. Refer to Sheet C5.0.

WASTEWATER COLLECTION SYSTEM

14. Specify on plans which sections of the proposed forcemain will be directional bore or trenched.

Response: The off-site forcemain will be directional bore from STA 7+09 to STA 10+00. The remainder will be trenched. Refer to Sheet C5.1.

15. Forcemain must be directional bored under all existing utilities with a minimum of 18 inches vertical separation.

Response: Forcemain crossings with existing utilities will have a minimum of 18 inches of vertical separation, as noted on Sheet C5.1.

16. Provide restoration details at the manhole connection in Tall Trees.

Response: The details have been added to Sheet C5.1.

17. Pavement restoration must include curb restoration.

Response: A note to indicate curb restoration has been added to Sheet C5.0.

LANDSCAPING, LIGHTING, AND IRRIGATION

18. Landscape, lighting, and irrigation shall not conflict with and shall maintain a minimum of 6 feet (10 feet preferred) separation from existing and proposed water, wastewater, and drainage.

Response: Acknowledged. Dimensions provided at all locations where trees and light poles are in close proximity to proposed utilities. See sheet L-1.0.

FIRE

HOLD

1. First floor second means of egress must be remotely located from primary egress.

Response: Comment has been addressed, see sheet A1.00.

2. Stairwell from second floor that empties into first floor lobby must be protected buy a one hour assembly.

Response: Comment has been addressed, see sheet A1.10.



3. Secondary stairwell from second floor must be dedicated to second floor egress only.

Response: Comment has been addressed, see sheets A1.00, and, A1.10.

4. Please provide ages of anticipated day care students.

Response: The proposed ages of the children is from pre-school to middle school, approximately 3 to 13 years of age.

5. FDC must be located on the same side of driveway as the hydrant.

Response: The FDC has been moved to the east island, together with the proposed fire hydrant. Refer to Sheet C5.0.

6. FDC must be located within 15' of the hydrant.

Response: The FDC is located within 15' of the hydrant. Refer to Sheet C5.0.

GREEN

HOLD

General Comments

1. Revised plans shall "address" and "correct" each comment and re-submitted per digital submittal requirements. Acknowledgements *may* not be considered corrections. Written responses to comments shall guide staff to appropriate sheet(s) or detail(s) where corrections have been made.

Response: Acknowledged.

2. Applicant shall be prepared to make a PowerPoint or other presentation at the Planning and Zoning Board and City Commission meetings, including color renderings of the proposed project. Presentation shall be provided to City digitally prior to the Planning and Zoning Board meeting.

Response: Acknowledged.

3. Applicant is required to provide one (1) set of digital plans and twelve (12) sets of site plan packages in 11"x17" size prior to the Planning and Zoning Board meeting. Copies are required only when all revisions have been made and application is in substantial compliance with applicable code requirements.

Response: Acknowledged.

4. Final site plan revisions to be completed within seven days of City Commission approval. Failure to comply may result in a delinquent fee, per week, per item of \$100.00 unless otherwise stipulated by staff. Be advised, building permit will not be issued until all outstanding DRC items have been addressed and fees have been paid.

Response: Acknowledged.

5. Additional comments may be provided at DRC meeting and/or upon review of any revised plans.

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



Response: Acknowledged.

6. Sec.13-81(14)b – Any DRC application continued or inactive for more than six (6) months may be considered null and void and treated as a new application with applicable fees.

Response: Acknowledged.

Green Plan Comments

7. The City Commission has adopted a City Green Plan, outlining city-wide “green” goals. Applicant shall make every effort to achieve goals outlined in the Green Plan during the site plan process. Below is a list of action steps from the plan that may be used for this project. A comprehensive list may be viewed on the City’s website under the “live green” tab.

Response: Acknowledged.

8. Show location of solar panel as proposed on site plan.

Response: Comment has been addressed, see sheet A1.20,

Note: The number of solar panels needed has yet to be determined. The drawing on sheet A1.20 shows the locations of where they could possibly be located on the roof.

9. *Action 1.2 – Achieve LEED Certification or Florida Green Building Coalition (FGBC) Certification on 50% of buildings outside the MainStreet Project Area.*

Staff recommends that applicant consider pursuing a LEED or similar certification.

Response: The building design will consider green standards but will not be applying for LEED certification. The green standards considered are as followed but not limited to: recycled building materials, energy efficient lighting fixtures, water efficient bathroom fixtures and highly drought tolerant landscaping.

10. *Action 1.6 – Ensure 100% of new development projects throughout the City contain conspicuous displays of green technology that function in the project design while providing a social, artistic, and environmental value.*

Applicant may consider integrating public art into the building architecture, conspicuous green display/technology or site landscaping.

Response: As discussed with architect and staff, the public art in the site is being provided by the south side “wall” which will be constructed of a metal screen/mesh, the wall serves as a functional art installation, where the users of the building will be able to interact with it by walking through it as a threshold into the building, all while the wall having a unique design created by an artist.

11. *Action 2.1 – Achieve 40% tree canopy coverage throughout the City with maximum tree coverage on public and private land by 2020.*

Demonstrate compliance within proposed landscape plan.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



Response: Canopy coverage calculations provided. Calculations based on Broward County Tree Preservation ordinance and canopy replacement criteria. See sheet L-1.0.

12. *Action 2.2* – Achieve 40% greenroof coverage for new construction in MainStreet Project Area and 10% greenroof coverage for new construction for areas outside of MainStreet.

To further aide in the reduction of heat islands, roofs should incorporate high albedo materials.

Response: The roofing material selected for the building will be a single ply TPO roofing system with a grade level of heat reflections which reduced the heat island effect of the site.

13. *Action 2.3* – Ensure public access to passive parks, recreational areas, open space, or greenway trails with ½ mile of all residents by 2020.

Provide a sidewalk connection from the existing/proposed building to the existing sidewalk on Lyons Road.

Response: A sidewalk connection from the proposed building to the existing sidewalk on Lyons Road has been provided. Refer to Sheet C3.0.

14. *Action 5.1* – Increase recycling throughout the City by 25% by 2014 and 50% by 2020. By increasing recycling, the City can begin to reduce waste at the source of generation and maximize reuse/recycle efforts in the community.

Ensure employee recycling areas within the building and at the dumpster are provided.

Response: Comment has been addressed, see sheet A1.00, A1.10

Note: the interior of the building will provide designated spaces for recycling bins, to further encourage the building users to recycle.

15. *Action 5.3* – Require all construction and demolition debris to divert 75% of waste from landfills.

Applicant should commit to recycling construction debris.

Response: Acknowledged.

16. *Action 6.2* – Improve mobility throughout the City by increasing the number of bus shelters, bicycle parking, bicycle lanes, greenway trails, and local bus shuttle service.

Provide bicycle parking near tenant doors or close sidewalk transit or greenway connections.

Response: Acknowledged.

17. *Action 6.4* – Implement an alternative vehicle parking program to designated parking areas for alternative vehicle in developments throughout the City by 2020.



The City encourages the designation of alternative fuel parking spaces, hybrid, low-emitting and the installation of electric vehicle charging stations.

Response: It is understood that the City's goal of implementation of alternative vehicle parking by 2020, the designation of specific parking spaces for same is under consideration.

LANDSCAPE ARCHITECTURE

HOLD

Site Plan:

1. Perimeter landscape buffer along North side is less than the required 10' as it abuts a different district.

Response: The landscape buffer has been increased to 10' as noted on Sheet C3.0.

2. 2 intermediate landscape islands appear to be less than the required 12' width.

Response: The west intermediate landscape island has been increased to provide 8' width, back of curb to back of curb. Per Code of Ordinances, Section 13-399.u.

Required landscape islands or medians may be reduced in size to allow larger terminal islands, depending on the overall site plan design concept. Required open space and drainage requirements shall be adhered to. Any variation in parking lot design must be approved by the community development director and the development review authority.

3. No sidewalk access for any of the parking spaces around the site except for the handicap spaces. Additional sidewalk will affect proposed landscape.

Response: Sidewalk around the building, which connects all public access doors and handicap parking spaces has been provided.

4. Verify there is adequate turning space for the exit only on to Lyons Rd.

Response: A truck turning analysis was conducted and determined that there is adequate turning space for the exit only.

5. Irrigation pump is shown at the SE corner of the site on the Site Plan where the Landscape plan shows it at the NE corner.

Response: The irrigation pump has been moved to the NE corner on the south side of the dumpster. New location shown on both Sheet C3.0 and L-1.0.

Tree Disposition:

6. Tree #27 is in good condition and is new enough to be relocated. Removal will not be permitted. This tree is also part of the School property and will need to be coordinated with them. Possible location could be between Tree #31 and #32.

Response: Tree #27 has been proposed for relocation between trees #31 and #32. Relocation work and temporary irrigation provided by others, coordinated with adjacent school.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to e-Plan User Guide for instructions, found under resources on the Development Review web page.



7. Provide mitigation calculations for canopy removed and replaced.
Response: Tree canopy mitigation calculations provided. See Sheet L-1.0.
8. Under Tree Disposition Legend provide additional column showing Canopy SF.
Response: Canopy square footage column added to Tree Disposition Legend.

Landscape Plan:

9. Verify that the proposed Pigeon Plums are 20' from the overhead powerlines per FPL "Right Tree Right Place". Add dimension if necessary.
Response: Due to spatial conflicts, pigeon plum trees changed to crepe myrtles, listed under the FPL "Right Tree – Right Place" small tree category and appropriate for installation under or adjacent to overhead lines.
10. Irrigation pump and dumpster enclosure to be screened on three sides. Back corner looks to be open.
Response: Dumpster enclosure screened on three sides. See Sheet L-1.0.
11. Provide screening around lift station at SW corner of the site. Show location of chain link fence as per detail on sheet C5.4.
Response: Screening provided on north and east side of lift station. West side screening provided by required Roadway landscape buffer plantings, south side open for lift station access gate.
12. Add second tier of landscape where the cluster of Sabal Palms are located along Lyons Road. This area only provides the continuous hedge.
Response: A second tier of landscaping has been added around sabal palms.
13. Provide second tier of building foundation landscape along portion of the north and south side of the building.
Response: A second tier of landscaping has been added along the north and south sides of the building.
14. Upsize Bottle Palms to be a minimum 8' CT to be counted towards code requirements.
Response: In order to be counted towards code requirements, the bottle palms have been changed to Florida thatch palms, 8' CT minimum.
15. What is planned for inside of the playground area?
Response: Interior of the playground area designed by others.
16. Provide 15' and 7.5' light setback area around pole locations with dashed circles. Address any conflicts.
Response: Lighting separation symbols provided. See Sheet L-1.0.
17. If wall packs on the building are being used to light parts of the parking lot, tree setbacks from lights will apply. There may be conflicts.
Response: No wall packs are to be on the building.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to e-Plan User Guide for instructions, found under resources on the Development Review web page.



The building will be lit by recessed can lights located on the bottom and top portions of the overhangs, to illuminate in a soft glow the "green wall" below, and the concrete panel wall above.

Note: lighting of the building has no effect on site photometric.

18. Is there a proposed sign location? If so, note that a monument sign requires landscape around the base.

Response: There is no sign currently proposed, but a possible location is noted on the site plan, Sheet C3.0.

19. Continuous hedge needs to reach the NE corner of the property. If access is an issue, that can be discussed.

Response: Void in the continuous hedge was shown to provide irrigation pump access. Pump has been moved to the south side of the dumpster pad and access issue has been eliminated.

20. Recommend reducing the amount of Pines being proposed due to being planted in higher irrigated areas and they tend to fail when overwatered.

Response: Slash pines, and all tree and palms, to received temporary supplemental irrigation through bubblers for the establishment period only. Once established, the bubblers are to be capped, but left intact for future use if necessary. A note has been added to the plans – see Sheet L-1.0.

21. Provide sight triangles at the entry and exits from the site.

Response: Sight triangles added to landscape plan. See Sheet L-1.0.

22. Provide native and diversification calculation for each category, Tree, Palm, and Shrubs.

Response: The native diversification calculations have been added to the plans. See plant list, Sheet L-1.0.

23. Look at adding additional shrubs around the entry plaza area on the south side.

Response: Additional shrubs added around entry plaza.

24. Provide Tree/ Palm category percentages per Sec. 13-444 (c) (1)

Response: Tree / Palm category percentages have been added to the plans. See plant list, Sheet L-1.0.

25. Provide City Standard Landscape notes on the plans. Available upon request.

Response: City Standard Landscape notes have been added. See sheet L-1.0.

Irrigation:

26. Turf (sod) is to be zoned separately from shrub and bubbler zones.

Response: Separate irrigation zones for turf and shrubs provided where feasible. Turf eliminated in certain areas to avoid overwatering and excessive or duplicate irrigation laterals, zones in confined areas.



27. Bubbler symbol on the plan doesn't match the legend.

Response: Bubbler symbols have been coordinated.

28. Recommend bubblers for the proposed Pine trees to be removed as it lends to them being overwatered and failing.

Response: Slash pines, and all tree and palms, to received temporary supplemental irrigation through bubblers for the establishment period only. Once established, the bubblers are to be capped, but left intact for future use if necessary. A note has been added to the plans – see Sheet IR-1.0.

29. General note regarding existing rain sensor states the contractor to verify that it is operational, but appears a new system is being implemented. Provide a new sensor with the new control panel and pump, along with its location, and attachment detail. Make sure the location is clear of any overhead obstructions or tree canopy.

Response: Acknowledged.

PLANNING AND ZONING

HOLD

General Comments

18. Staff is unable to conduct a full review the site plan. Applicant must address outstanding plat comments and county agencies comments. The following comments have been provided to assist and guide in the redesign and are not all inclusive.

Response: Acknowledged.

19. Applicant shall be prepared to make a PowerPoint (or other) presentation, including color samples and/or a rendering depicting the proposed project at the Planning & Zoning Board meeting and City Commission meetings. Presentation to be provided to Sustainable Development prior to public meeting.

Response: Acknowledged.

20. Applicant shall provide one (1) digital copy and 12 sets of site plan packages prior to the Planning and Zoning Board meeting. Sets are required when all revisions have been made and plans are in compliance with applicable code requirements.
Staff to advise when packages will be required.

Response: Acknowledged.

21. Be advised that the City has a franchise agreement with Republic Services Refuse for garbage collection including construction and demolition (C&D) debris. Provide an approval from Republic Services (waste provider).

Response: A letter of approval for garbage collection services has been provided by Republic Services and is included with this resubmittal.

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22. Applicant shall make every effort to ensure public participation as part of this project review including meetings with adjacent residents and/or businesses as applicable. Applicant shall provide an itemized accounting and/or correspondence demonstrating efforts including any mailed notices, resident or HOA meetings, site postings, correspondence etc.

The purpose of the neighborhood meeting is to provide information regarding proposed development to the neighboring property owners and neighborhood associations, which shall include all property owners (individuals, neighborhood groups, business owners, and home owners associations) within a minimum of 500' of subject property. Based upon the size and/or nature of the project, the Director of Sustainable Development may require that these individuals and groups be notified by the applicant via mail and/or email (where email addresses have been provided) of the scheduled neighborhood meeting. Such notification shall be provided at least ten 10 days prior to the meeting. Applicants shall bear the cost of such notification and shall provide the City with a certification that such mailing/email notices occurred within the above specified time frame. Additional neighborhood meetings may be scheduled by the applicant, but are not required.

If a neighborhood meeting is held on a weekday, this meeting shall be held after 5:00 pm. It shall be held in close proximity to the subject property or in a location conveniently accessible to the invitees.

This neighborhood meeting shall not occur until after the first Development Review Committee (DRC) review and the Applicant shall submit a neighborhood meeting report to the Director of Sustainable Development or her designee prior to being scheduled for the Planning and Zoning Board and/or City Commission.

The neighborhood meeting report shall include:

- a) Copy of mailed or e-mailed notice and a certification that such notice was provided,
- b) Date, location and copy of sign-in sheets of all neighborhood meetings/activities,
- c) Digital copy of all content shown to participants at the neighborhood meeting,
- d) Summary of all concerns and issues discussed,
- e) If the Applicant is proposing changes to the application as a result of this meeting, then a list of proposed changes should be provided.
- f) If the Applicant is not proposing changes to address the concerns and issues raised at the meeting(s), then the Applicant should provide information as to why the concerns and issues raised at the meeting(s) cannot or will not be addressed,

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



g) Additional Development Review Committee comments may be provided upon review of any revised document submitted to the Department of Sustainable Development after the neighborhood meeting(s).

Response: As representative for the Applicant, IBI has made great effort to communicate and coordinate with the owners, or their representatives, to provide public participation for the purpose of project review. To that end, the following efforts have been attempted, and documentation shall be provided upon request:

North Broward Preparatory School: This property is located to the east and south of the subject property.

- Certified letter sent 6/20/2018. No response received.
- Email sent to attorney (Christina Bilenki, Dunay, Miskel & Backman, LLP) on June 25, 2018.
- Email reminder sent to same attorney on July 11, 2018, to which attorney responded, requesting meeting after John Lehman, Managing Director, returns from vacation.

Tall Trees/Lyon's Gate (c/o Phoenix Management Services): This property is located to the west of the subject property.

- Certified Letter sent 6/15/2018. No response received.
- Hand delivered letter and office visit conducted 7/12/2018. No response received.

River Oaks (c/o River Oaks of Palm Beach County HOA): This property is located to the northwest of the subject property, in Palm Beach County.

- Hand delivered letter and office visit conducted 7/12/2018.
- HOA Board President, Richard Velez called 7/19/2018 and scheduled presentation of project for 8/23/2018 Board meeting.

Gables East Condo-Sandalfoot Cove (c/o J and L Property Management): This property is located to the north of the subject property, in Palm Beach County.

- Certified Letter sent 6/15/2018. No response received.
- Hand delivered letter and office visit conducted 7/12/2018. No response received.

Village of Boca Barwood (c/o Grant Property Management): This property is located to the northeast of the subject property, in Palm Beach County.

- Hand delivered letter and office visit conducted 7/12/2018. No response received.



23. Sec.13-351 – Building permits will NOT be issued until the Plat has been recorded.
See special land use comments regarding plat restrictions.

Response: Acknowledged.

24. Pending receipt of signed/sealed drawings prior to issuance of any building permit.

Response: Acknowledged.

25. Pending approval of dedicated roadway landscape buffers.

Response: Acknowledged.

26. Corrections shall be made to plans “addressing” and “correcting” each comment and re-submitted per digital submittal requirements. Acknowledgements may not be considered corrections.

Response: Acknowledged.

27. Sec.13-81(14)c. – Final site plan revisions to be completed within seven days of Planning & Zoning board approval. Failure to complete may result in a delinquent fee, per week, per item of \$100.00 unless otherwise stipulated by staff.

Response: Acknowledged.

28. Be advised, this application shall be considered by the Planning and Zoning Board with final decision to be made by the City Commission.

Response: Acknowledged.

29. Additional comments may be provided at DRC meeting and/or upon review of any revised plans.

Response: Acknowledged.

30. Sec.13-81(14)b. – Any DRC application continued or inactive for more than six (6) months will be considered null and void and will be treated as a new application with applicable fees.

Response: Acknowledged.

Public Art

31. Section 13-143 through 13-146, Public Art Requirement. Pursuant to Ordinance 2008-008, all new non-residential development, redevelopment, remodeling or converting greater than 12,500 square feet in gross floor area shall be subject to ordinance requirements for providing Public Art. Artwork must be accessible and readily visible to the public based on location of artwork and normal pedestrian and vehicle traffic. Provisions have been established for payment in-lieu of on-site placement of artwork pursuant to the ordinance. Applicant shall specify if payment in-lieu of is proposed, which shall be made part of the site plan application review and approval process. Show proposed location on site plan for art placement.

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Response: As discussed with architect and staff, the public art in the site is being provided by the south side "wall" which will be constructed of a metal screen/mesh, the wall serves as a functional art installation, where the users of the building will be able to interact with it by walking through it as a threshold into the building, all while the wall having a unique design created by an artist.

Impact Fees

32. DIVISION 5, IMPACT FEES, SECTION 13-118 THROUGH 13-126. PURSUANT TO ORDINANCE 2006-017, ALL NEW DEVELOPMENT SHALL ASSUME A FAIR SHARE COST OF PROVIDING POLICE AND FIRE/RESCUE FACILITIES. FEE, BASED ON USE AND BUILDING SQUARE FOOTAGE, MUST BE PAID PRIOR TO BUILDING PERMIT ISSUANCE.

33. Section 13-110 thru 13-117, Affordable Housing Program. Pursuant to Ordinance 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 building permit issuance. Calculations are based on gross floor area minus stairwells, elevator shafts, mechanical rooms, and external storage rooms. An itemized floor area table will be required at time of building permit review.

Response: Acknowledged.

Underground Utilities

34. Section 13-142, Underground Utilities. Pursuant to Ordinance 2005-032, any project seeking site plan approval will be required to place **all** utilities including existing overhead utilities within the site or in public right-of-way adjacent to the site, underground. Electrical transmission and distribution lines with a rate load of 23k volts or higher shall be exempt from this requirement. Applicant must complete one of the following requirements prior to Planning & Zoning Board meeting; (1) provide a signed agreement between the applicant and each affected utility company demonstrating that the utility will be placed underground, (2) process an agreement with the City indicating the property owners' intent to comply with the under-grounding requirements for utilities, (3) if electrical lines with a rate load of 23k volts or higher exists, then a written detailed statement from a licensed professional engineer, *qualified to verify such utility issues* and, stating the rate load shall be provided, or (4) process an Underground Utility Waiver Application, which must be processed concurrently with the site plan, for consideration by the Planning & Zoning Board. Applicant must specify which option, as stated above, will be proposed for Board consideration. Appropriate information demonstrating compliance with City ordinance shall be submitted to the City for review as part of the DRC process. Be advised, failure to submit information in a timely manner, may prevent the site plan application from consideration by the P&Z Board.

Response: An Underground Utility Waiver Application is being submitted with this resubmittal.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to e-Plan User Guide for instructions, found under resources on the Development Review web page.



35. If technical reasons are the basis for a waiver application, the application shall contain a detailed statement by a Florida licensed Professional Engineer, *qualified with respect to utility issues*, explaining why it is technically not feasible to locate such utilities underground.

Response: Acknowledged.

36. Underground Utility Waiver submissions shall be prepared in accordance with the standards established in the City's Land Development Code, Section 13-142 "Underground Utilities Required" pursuant to Ordinance No. 2005-032. Applicant must provide a written justification that demonstrates the reasons for seeking a waiver to the underground placement of utilities. If technical reasons are the basis for the waiver application, the application must contain a detailed statement by a Florida licensed Professional Engineer, qualified with respect to utility issues, explaining why it is technically infeasible to locate such utilities underground.

Response: The Underground Utility Waiver is requested to allow the applicant/owner to pay in lieu of the underground installation.

37. The City may grant a waiver if the application is supported by information detailing justifiable reasons for not pursuing the subject under-grounding.

Response: Acknowledged.

38. If a waiver is granted, a dollar amount equal to the cost of placing the utilities underground as determined by an estimate established by the relevant utilities and as agreed to by the City, may be required to be paid into the City's Underground Utility Fund, prior to building permit issuance.

Response: Acknowledged. FPL has provided a cost estimate for the undergrounding of the utilities.

Site Plan

39. Proposed building square footage is inconsistent with all other applications. Revise accordingly.

Response: The building square footage is 13,000 sf and is noted on the Site Data Table, Sheet C3.0, as well as the Drainage Calculations and .

40. In site data, provide further information about building to include ground floor and second floor square footage.

Response: The building area has been detailed as to ground floor and second floor area. Refer the Site Data Table, Sheet C3.0.

41. Occupancy for church and day care are inconsistent with all other applications. Revise parking data information.



Response: Occupancy for the church and day care have been updated. Applicant requests clarification from the City as to locations of inconsistent or conflicting information.

42. *Pedestrian connectivity:* Sec. 13-37, a pedestrian circulation system shall be provided which is separate from the vehicular circulation system.

Response: A pedestrian circulation path has been provided on the north, south and west sides of the building, as well as a pedestrian path from the building to Lyons Road.

43. *Loading area:* Identify future as required, Sec. 13-409(a)(3), a 12'x55' loading zone, designated by pavement markings and sign.

Response: A loading area has been provided within the limits of the concrete plaza area, which will have permanent bollards, except with the limits of the loading area which will have removable bollards. See Site Plan, Sheet C3.0.

44. Traffic and student safety are significant concerns. Provide a plan, or show on the site plan, the on-site route proposed for the drop-off traffic.

Response: The day care and facility attendees will park and walk to the building access openings. A drop-off area is not proposed.

45. Be advised, the proposed facility shall meet current structural and fire codes for a day care facility.

Response: Acknowledged.

46. Provide fence details around the outdoor play area.

Response: A chain link fence detail has been provided on Sheet C3.1.

Dumpster

47. Applicant must obtain an approval from Republic Services, waste provider, for the proposed dumpster size and location. Contact Jean-Pierre Turgot @ (954) 327-9555.

Response: Applicant has obtained approval from Republic Services for the dumpster size, location and configuration. Approval letter has been included with this resubmittal.

48. Staff recommends that a pedestrian access and walkway be provided on the side of the enclosure to reduce use of dumpster gates as a means a pedestrian access.

Response: A pedestrian access and walkway from the building to Lyons Road has been added to the plan. Please refer to Sheet 3.0.

49. Dumpster enclosure to have opaque, metal gates.

Response: A note has been added to the Dumpster Detail, Sheet C3.1.



Construction Trailer

50. Show location of any temporary trailer(s) if proposed. Trailer(s) shall not be located adjacent to major thoroughfares, may require screening and will require sign review.

Response: A proposed location of a temporary construction trailer has been added to the site, at the northwest corner of the parking lot. See Sheet C3.0.

Aesthetic Criteria

51. Applicant shall provide correspondence responding to aesthetic design criteria including but not limited to differences between existing and proposed development, architectural style, heights, materials, color palette, etc.

Response: The building design is a reflection of the current architectural design trends that are being adapted and incorporated in and around many cities, just as the surrounding buildings of the site were designed to their individual design trends during their specific time of which they were designed/built.

52. Sec.13-37(c)(3)a. - Architectural style is not restricted. Evaluation of the appearance of a project shall be based on the relationship to surroundings.

Response: As discussed with staff, the architectural relationship based on scale and height is in accordance with its surrounding building. Furthermore, all concerns that staff presented have been resolved.

See sheets A3.00, A3.10, and A3.20

Note: Green wall application substation (wood Cladding), trellis element connecting the metal screen wall with building, and "less empty facades"

53. Sec.13-37(c)(3)b. - Buildings shall have good scale and be harmonious with permanent neighboring developments.

Response: As discussed with staff, the scale of the building does not provoke its surrounding neighboring developments.

54. Sec.13-37(c)(3)b.2. - Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings shall have the same materials, or those that are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.

Response: The materials selected for the exterior of the building are stucco, and concrete panels, as discussed with staff, most if not all surrounding buildings have a stucco finished.

55. 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. *Show location of ALL ground mounted equipment around the proposed*



structure, ensure compliance, and revise all plans, including landscape and engineering plans accordingly.

Response: Comment has been noted/addressed. See Sheet A1.20

Elevations

56. Staff cannot support architecture as proposed. Building as proposed lacks detail, articulation and elevation changes. Staff reserves the right to further review and comments.

Response: Comment has been noted/addressed. See Sheets A3.00, A3.10, and A3.20
As discussed with staff, changes have been made to give the building more details and articulations.

57. If light fixtures are proposed, they must be included in photometric calculations.

Response: Lighting of the building has no effect on site photometrics.

58. Detail ALL elevations to show mean and maximum roof height, colors for all elements including decorative molding, banding, doors, etc. Identify all architectural treatments including finish material (i.e. stucco or other), width and depth cornices, banding etc.

Response: Comment has been noted/addressed. See Sheets A3.00, A3.10, and A3.20.

Green

59. For resubmittal, please place the Green Standards spreadsheet directly on the drawings.

Response: The Green Standards spreadsheet has been added to Sheet C3.2.

Photometric

60. Photometric plan provided is inconsistent with proposed site plan. Revise.

Response: The base site plan in the revised photometric sheets has been revised with the latest site plan.

61. Sec. 13-374. Outdoor lighting - Review the lighting code and provide the table as required to determine if the proposed lighting design exceeds the acceptable number of lumens.

Response: The revised lighting plan total lumens is within the lumen allowance. The calculation is shown on the photometric plan.

62. Ensure that photometric plans include ALL proposed lighting, including signage and landscape lighting. Be advised, lighting not reflected on photometric plan that exceeds city code requirement may not be approved during the building permit process.

Response: Fixture lumens other than pole mounted luminaires are selected by the building lighting designer, who will need to select fixtures that add up to less



than the remaining exterior lighting allowance after pole mounted fixtures, selected for appropriate pedestrian safety, are accounted for.

63. Please provide the cut sheets for each luminaire used for any/all exterior lighting.

Response: PDFs of the cut sheets for the luminaire have been pasted onto the photometric plans. A set of 8 ½ x 11" spec sheets have been included with the revised plans.

64. All non-residential land uses shall reduce site illumination to a maximum of 1 footcandle within 1 hour of the close of business hours, this includes parking, building, landscape, and any specialty lighting.

Response: Fixtures are programmable to reduce light output at a selected time, and will remain so reduced until dawn unless the accompanying motion sensor system detects a substantial moving object, such as a car or person, at which time the light will be raised back to the level designed for pedestrian safety. A number of minutes after motion detection ceases, the light output will again be reduced.

65. Address how the required reduction to a maximum of 1 footcandle will be achieved after hours.

Response: Fixtures are programmable to reduce light output at a selected time, and will remain so reduced until dawn unless the accompanying motion sensor system detects a substantial moving object, such as a car or person, at which time the light will be raised back to the level designed for pedestrian safety. A number of minutes after motion detection ceases, the light output will again be reduced.

66. As a reminder, per the lighting ordinance, wall-washing, uplighting, wallpacks and flood lighting are prohibited.

Response: Acknowledged. No such fixtures are proposed on the site photometric.

Signage

67. The following sections are provided to assist with sign design.

Response: Acknowledged 67-79.

68. Subdivision 5.2 (13-458) – Permitted and prohibited permanent and temporary signs.

69. Sec. 13-459 – Schedule of permitted signs.

70. Sec. 13-460 – General provisions for all signs.

71. Sec. 13-460(k) – Cabinet signs.

Applicant is required to address EACH comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



72. Sec.13-460(n) – Additional description of services provided or attributes.

73. Sec.13-466.1 – Nonresidential frontages eligible for building signage.

74. Sec. 13-467.4 – Directional signs.

75. Sec.13-468.1 – Address signs.

76. Sec.13-466.8 – Wall identification signs.

77. Sec.13-468.9 – Window signs.

78. Sec.13-471 – Sign review procedures.

79. Sec.13-474 – Designer signs.

POLICE

APPROVED

Applicant is required to address **EACH** comment and to revise plans accordingly (*acknowledgements are not corrections*). **ONLY COMPLETE SIGNED AND SEALED DIGITAL PACKAGES WILL BE ACCEPTED.** Applicant does not need to resubmit application or previously submitted documents. Additional comments may be provided at DRC meeting and/or required upon review of any revised plans. Refer to **e-Plan User Guide** for instructions, found under resources on the Development Review web page.



SITE PLAN AESTHETIC DESIGN CRITERIA

Please fill out the following in COMPLETE DETAIL, a restatement does not satisfy code requirements.

AESTHETIC DESIGN CRITERIA (Section 13-37)	
1.	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. The site plan is designed in a balanced, symmetrical manner in relation to the site configuration and topography. This design provides a centered structure with accessible parking along all four side, and will complement the existing adjoining developments in architectural style and scale.
2.	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. All existing vegetation within and adjacent to the site have been identified and evaluated boundaries. The Site Plan review documents include a Tree Management Plan which indicates that all desirable, healthy trees and palms are to be preserved during and after development. All unhealthy and/or nuisance vegetation, including prohibited species, is shown for removal. No watercourses or water bodies existing on site.
3.	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. The site is bounded on the north by the Hillsboro canal, a 190' wide barrier between the neighboring residential dwellings. To the west, there is Lyons Road, a 120' roadway separating the residential units from the site. The adjacent property to the east and south is a Community Facility development (North Broward Preparatory School). In addition, code compliant perimeter buffers are provided to further soften the site's visual impact.
4.	Emergency access. Structures and other site features shall be arranged to permit practical emergency vehicle access to all sides of buildings. As stated above, the site plan shows a single, centered building, surrounded on all sides by two-directional drive isles and parking. The site plan also provides two vehicular access points – one on the west from Lyons Road (egress only) and one on the south from the drive leading to the school (ingress and egress). Both driveways are designed at or above code to allow for safe, efficient circulation of emergency vehicles around the entire site.
5.	Access to public ways. Every structure and dwelling unit shall have access to a public street, walkway or other area dedicated to common use. Access (driveways) to public rights-of-way is provided on the west to Lyons Road (egress only) and on the south at the shared driveway with North Broward Preparatory (ingress and egress).
6.	Pedestrian circulation. A pedestrian circulation system shall be provided which is separate from the vehicular circulation system. Walkways, including ADA compliant access, is provided from the parking lot to all doorways into the building.
7.	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. The primary driveway into the site has been located along the shared access roadway at the south side of the project. The placement of this driveway is such that it allows a driver easy entrance into the facility without compromising oncoming traffic along Lyons Road and eliminating vehicular stacking caused by regular facility use or special events. The second driveway is located at the north end of the site adjacent to Lyons Road. Due to an existing median strip, this driveway has been designed to allow for vehicular exit only, onto the northbound side of the road.
8.	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. All rights-of-way for vehicular and pedestrian circulation along the boundaries of this site are existing. Site plan allows for connectivity to existing circulation systems where feasible, as stated above.
9.	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. The proposed improvements will provide for water quality and water quantity storage by means of dry retention (exfiltration), site storage (in landscape and recreation areas), perimeter berms (zero discharge at the 25-year, 3-day storm event) and pollution prevention measures during the construction phase. The surface runoff on paved areas and the roof drainage will be directed to the on-site drainage system composed of catch basins, solid pipe (conveyance) and exfiltration trenches (pretreatment). Runoff volume, in excess of the 25-year, 3-day, will overflow into the SFWMD Hillsboro Canal and perimeter rights-of-way.
10.	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. Lighting fixtures shall be designed per current C.P.T.E.D. requirements and safety standards, and installed to provide direct illumination onto parking areas and facility access points. Illumination of all light fixtures shall be shielded to eliminate overflow lighting toward adjacent properties or public rights-of-way.
11.	Protection of property values. Elements of a site plan shall be arranged to have minimum negative impact on values of adjoining property. As the last remaining open, underdeveloped parcel at the north end of Lyons Road, the development of this site provides a finished, completed gateway into the City of Coconut Creek, and the upgraded roadway buffer landscaping further enhances the driver's transition into the City.



Note: All responses to this checklist are to reflect efforts ABOVE minimum code requirements.

LAND DEVELOPMENT CODE - Section 13-320: Green Building Construction

GREEN STANDARDS

DESCRIPTION (description of use in development)

13-320(b)(1)

LEED Accredited Professional

Ms. Patricia Ramudo, P.E., LEED AP

Sustainable Site Development

Construction Pollution Prevention

Please refer to Sheet C7.0 for the Stormwater Pollution Prevention Plan, which provides for site perimeter containment; there is a water-borne sediment barrier at Lyons Road curb inlet and gravel construction entrance

Construction site materials recycling

Contractor shall provide for construction site materials recycling, and required to divert 75% of construction debris / waste from landfill.

Stormwater management

Please refer to Drainage Report and Sheet C3.0 for documentation of compliance with South Florida Water Management and Broward County water quality and water quantity criteria.

Alternative transportation

The use of alternative transportation means is encourage by this development by providing a direct pedestrian access to the ROW and nearby public transit locations.

Minimizing heat island effect

Large canopy trees and plantings throughout the site and parking lot provide a buffer and absorb some of the radiant / reflective heat from paved hard surfaces.

Water Efficiency

Innovative water technologies

Exterior: "Smart" irrigation system with rain sensor to control water application and programmable valve controls for irrigation frequency and duration. Interior: Touch-free - low flow sink faucets with motion detectors/automatic shut-off sensor; Low flow toilets; Water free (or 1 pint) urinals; Energy Star rating fixtures throughout building.

Water efficient

94% of plantings are considered high drought tolerance.

Energy Efficiency

Minimum energy performance	Install LED light fixtures in the interior of building; Install light sensors in all classrooms and bathrooms; Install energy saving HVAC system.
On-site renewable energy	Install solar panels to use energy for heating water within building.
Indoor Environmental Quality	
Indoor air quality	Source control (elimination of air pollution or reduce pollution emissions); Ventilation improvements through a) natural ventilation - windows and doors; b) mechanical means - outdoor air intakes associated with the HVAC system; c) through infiltration - a process which outdoor air flows into the building through openings, joints, etc.; d) Window shading; and install air cleaners to clean the quality of air being pumped into building.
Materials and Recycling	
Recycling of demolition waste	Try to recycle most of the materials of the existing building located on-site; the materials don't necessarily have to be incorporated into the new building but should be distributed to a 3 rd party company that specializes in the reuse of materials.
Storage and collection of recyclables post occupancy	Have in place, over the performance period, a building occupant waste reduction and recycling program that addresses the separation, collection and storage of materials for recycling; and collect and recycle at least 95% of the batteries and fluorescent light bulbs used.
Building re-use	Each time reusable architectural panels are moved and reinstalled, they can be counted as part of the total waste stream and included in the recycled component of the waste stream, and - In the case that the building is demolished and a new building will take its place, the new construction could maintain at least 75% (based on surface area) of existing building structure (including structural floor and roof decking) and envelope (exterior skin and framing, excluding window assemblies and non-structural roofing material.

Regional materials	The majority of the materials used in the project must either be recycled, refurbished, or be a LEED approved material
13-320(b)(3)	
Acknowledgement to maintain the green building components for the life of the building.	Acknowledged.

GREEN PLAN ACTION ITEMS

ACTION ITEMS

DESCRIPTION (description of use in development)

Action 1.6 – Ensure 100% of new development projects throughout the City contain <i>conspicuous displays of green technology</i> that function in the project design while providing a social, artistic, and environmental value.	As discussed with architect and staff, the public art in the site is being provided by the south side “wall” which will be constructed of a metal screen/mesh, the wall serves as a functional art installation, where the users of the building will be able to interact with it by walking through it as a threshold into the building, all while the wall having a unique design created by an artist.
Action 2.1 – Achieve 40% tree canopy coverage throughout the City with maximum tree coverage on public and private land by 2020.	Canopy coverage calculations provided. Calculations based on Broward County Tree Preservation ordinance and canopy replacement criteria.
Action 2.2 – Achieve 40% greenroof coverage for new construction in MainStreet Project Area and 10% greenroof coverage for new construction for areas outside of MainStreet. (i.e. high albedo paint on roof)	The roofing material selected for the building will be a single ply TPO roofing system with a grade level of heat reflections which reduced the heat island effect of the site. Comment has been addressed, see sheet A1.00, A1.10.
Action 5.1 – Increase recycling throughout the City by 25% by 2014 and 50% by 2020.	Note: The interior of the building will provide designated spaces for recycling bins, to further encourage the building users to recycle.
Action 5.3 – Require all construction and demolition debris to divert 75% of waste from landfills.	Contractor shall be required to divert 75% of demolition and construction debris from the landfill. A note has been added to the project demolition plan, sheet C-2.0.
Action 6.2 – Bicycle parking on site	Bike rack provided on-site.
Action 6.4 – Alternative vehicle parking.	It is understood that the City's goal of implementation of alternative vehicle parking by 2020, the designation of specific parking spaces for same is under consideration.

Note: All responses to this checklist are to reflect efforts ABOVE minimum code requirements.