



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – SEPTEMBER 7, 2022

PROJECT NAME:	Gunther Mitsubishi		
PROJECT NUMBER:	PZ-22080004		
LOCATION:	4300-4350 N State Road 7		
APPLICANT/AGENT:	Stiles Architecture		
REVIEW/APPLICATION:	PMDD Site Plan		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Urban Design & Development	Liz Aguiar - Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Urban Design, Photometrics & Sustainability	Linda Whitman - Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Natacha Josiah - Planner	njosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan - Deputy 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) 956-6721
ALTERNATE REVIEWERS			
Engineering	Mohammed Albassam - Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Tamar Joseph - Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin - Construction Supervisor	gseegobin@coconutcreek.net	(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 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.

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.



ENGINEERING

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.
2. Additional comments may be provided and/or required upon review of any revised plans.
3. All required approvals from Broward County Health Department, Broward County Environmental Protection, or any other applicable agency shall be obtained and submitted to the Engineering Division prior to issuance of an Engineering permit.
4. Execution of a Water and Wastewater Agreement/amendment and payment of impact fees may be required at Final Engineering Review and prior to review/approval of related building permits.
5. Please ensure all finished floor elevations are in NAVD 88.
6. Clearly show all existing/proposed/vacated Utility Easements on the provided plans to avoid any conflicts.
7. Per Section 13-266 of City Code, Easements shall not contain permanent improvements including but not limited to patios, decks, pools, air conditioners, structures, utility sheds, poles, fences, trees, shrubs, hedges, plants, and landscaping, except that utilities, public improvements and sod are allowed. Therefore, all trees must be placed outside of the easement.
8. Provide an estimated total daily AM and PM peak vehicle trips at build out.
9. Show the square footage area of the proposed addition on the site plan.

ROADWAY AND PAVEMENT

1. All pavement/curbing and sidewalks must follow City of Coconut Creek's Standard Details. Please provide detail sheet.

DRAINAGE COLLECTION SYSTEM

1. Please provide a complete storm drainage calculations based on the new impervious addition.

WATER DISTRIBUTION SYSTEM

1. Please identify the existing water service west of the proposed addition to avoid conflicts.
2. Please clarify how water services will be provided to the new addition if any.

WASTEWATER COLLECTION SYSTEM

1. Please clarify how waste water services will be provided to the new addition if any.

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.

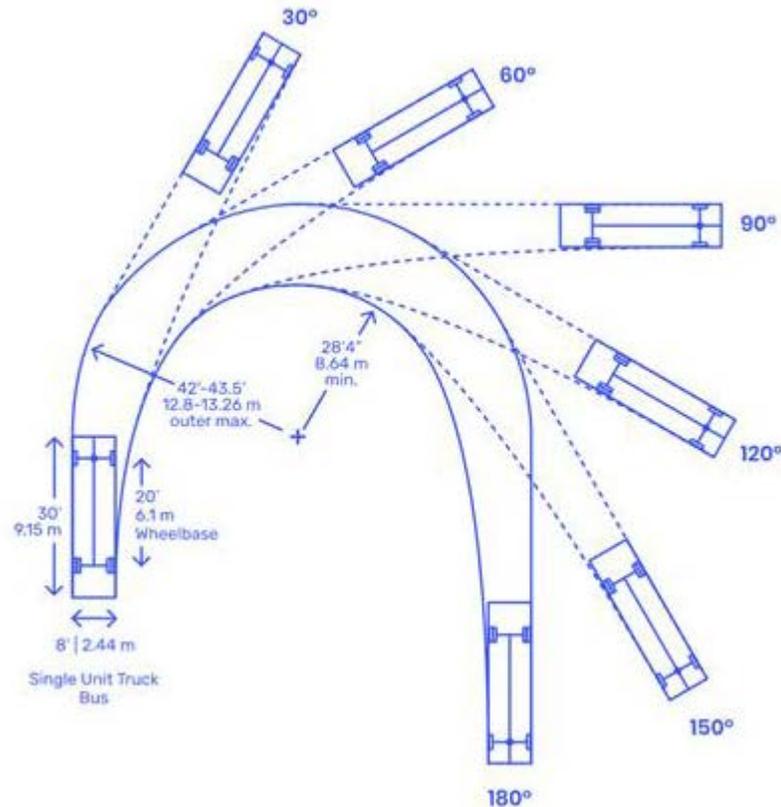


LANDSCAPING, LIGHTING, AND IRRIGATION

1. 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.

FIRE

1. The Fire Truck Route Plan shall show turning radius dimensions.
2. A vehicle's turning circle is the radius (or diameter) measured by the outer wheels of the vehicle while making a complete turn, without any physical conflicts (i.e. curbs, light poles, fire hydrants, etc.);
3. A minimum inner turning radius of 28'4" | 8.64 m should be provided for a bus or single-unit truck making a 180° turn.
4. The turning path of a City Fire Truck measures the minimum possible turning radius necessary for performing a *U-turn* in a vehicle with a 20' (6.1 m) wheelbase.
5. Measuring the inner and outer radii of the 180° turn, a minimum inner radius of 28'4" (8.64 m) and minimum outer radius between 42'-43.5' (12.8-13.26 m) should be provided for City Fire Trucks;



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.



6. Show that the fire flow requirements meet the minimum required for the new building (NFPA 1-18.4). Show calculations per NFPA 1-table 18.4.5.2.1. Not the Water Flow test.
7. Show that the minimum number of fire hydrants are meet per the required fire flow (NFPA 1-18.5). Show calculations per NFPA 1-18.5.4.

LANDSCAPING

1. Revise Tree Barrier Detail to state that the barrier is to be installed at the drip line where feasible. Add additional notes regarding tree protection during construction per Section 13-448 (n).
2. Trees #19 -22 are stated to be in good condition and are to be considered for relocation before being proposed for removal.
3. Provide City standard landscape notes on the plans. Notes are available in Word format upon request.
4. Provide landscape data table for all applicable code requirements stating required and proposed for each section. Requirements include foundation planting, native percentages, and diversification.
5. Review proposed Beauty Leaf and its location on the east side of the new building. The landscape area is about 5' in width and will cause issues with canopy and root system growth. Recommend an alternate species.
6. Update tree planting detail so that the proposed wellington tape does not touch the trunk. City prefers to have bio-degradable twine directly attached to the tree with tape connected to the twine.
7. Add note to Shrub/Groundcover detail that all shrug/groundcover beds are to be excavated a minimum of 18" and backfilled with prepared soil mix.
8. Specify prepared soil mix composition.

PHOTOMETRICS

1. Provide photometric plan meeting criteria from Chapter 13-374 of the LDC or state that exterior lighting, including building and signage lighting, is not planned and will not be a part of this application.

POLICE

1. Note that the project is subject to further review as the project progresses.
2. Update outdated exterior lighting with LED while maintaining the standard for the photometric Code.



3. Install IP surveillance cameras on the interior and exterior of the property that can be tied into the Alert System with the police department for immediate monitoring by the Real Time Crime Center in the event of an emergency.

SUSTAINABILITY

1. Provide responses to LDC Chapter 13-320 relating to the building. Responses should be placed on a sheet in the plan set. An excel spreadsheet checklist is available upon request.
2. Relative to Resolution 2020-063, provide the following:
 - a. Green Event Checklist: Develop and utilize a checklist to ensure sustainable event planning.
 - b. Water Fountains: Provide a smart water fountain/touchless bottle refill station.
 - c. Purchasing: Commit to green products (no polystyrene) and earth-friendly cleaning supplies.
3. Relative to the City's Green Plan, provide the following:
 - a. 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)
 - b. Action 5.1 – Increase recycling throughout the City by 25% by 2014 and 50% by 2020.
 - c. Action 5.3 – Require all construction and demolition debris to divert 75% of waste from landfills.

TRANSPORTATION

1. Provide a Traffic Statement for the proposed addition with the ITE trip generation tabulation and off-street parking tabulation for the new building use and existing auto plaza's uses.

URBAN DESIGN AND DEVELOPMENT

General

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. 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.
3. 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.



4. Additional comments may be provided at DRC meeting and/or upon review of revised application.
5. 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. Please acknowledge and provide contact information of person(s) responsible for payments to the City.
6. 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 any 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.
7. Final site plan revisions shall be completed within seven days of City Commission approval. Failure to complete may result in a delinquent fee, per week, per item of \$100.00 unless otherwise stipulated by staff. Building permits will NOT be issued until all outstanding DRC comments have been addressed, plan revisions are complete and outstanding fees have been paid.
8. 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, as applicable.
9. Prior to the Planning and Zoning Board meeting, applicant shall provide one (1) digital copy, and, thirteen (13) printed sets, individually bound, stapled & 3-hole punched of the following to the City;
 - a. Site plan package;
Note: digital copy to be **unlocked and unsigned**.
Note: Printed copies to be no larger than 11"x17" in size.
 - b. PowerPoint presentation;
Note: Printed copies to be no larger than 11"x17" size.
 - c. Public outreach;
 - d. Sustainable (Green);
 - e. Each set of DRC comment/response document:
 - f. Note: Printed copies to be 8.5"x11" in size.

Impact Fees

10. 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. Please acknowledge requirement.
11. 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 issuance of a building permit. Calculations are based on gross floor area minus stairwells, elevator shafts, mechanical rooms, and external storage rooms. Please acknowledge requirement.

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.



Vacation of easement

12. Coordination with city engineering department is warranted. As applicable, refer to the City's Land Development Code Section.13-36.2, Procedures for acceptance or conveyance/vacation/abandonment of specific purpose easements.

Plat

13. Applicant shall verify and confirm that proposed development will not exceed plat note restriction.

Justification

14. Response #7.Year appears to the incorrect. Revise accordingly.

PMDD Narrative

15. Applicant made several references of "Gunther Mitsubishi PMMD" throughout the document. Such document does not exist. Remove all references and revised accordingly.
16. Staff acknowledge applicant's response regarding sustainable green components. However, please ensure that this addition will not void any existing LEED certifications. Refer to Sustainability comments.
17. Applicant has proposed a bike rack. However, it is not shown on the site plan.

Site Plan

18. Provide an updated traffic parking statement for the proposed building. (See Transportation comment for further instructions).
19. Provide a bike rack closer to the proposed building entrance. Also provide bike rack details with package.
20. Provide an approval from Republic Services (waste provider) (954-583-1830).
21. Provide and label all existing and proposed easements. (Refer to Engineering comments).

Construction Trailer

22. 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.

Walls, Fences and enclosures

23. Sec.13-443(11)a - Storage areas, dumpsters and mechanical equipment such as air conditioning compressors, and electrical transformers shall be screened on at least three (3) sides. Show location of ground mounted equipment and provide screening as required.

Elevations

24. If light fixtures are proposed, show on elevations and provide details including color. Refer to photometric comments and provide lighting consistent with lighting standards.
25. Sec.13-37(c)(3)e. – Mechanical equipment or other utility hardware on the roof, ground or building 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. Provide details on roof mounted equipment and material or methods to be used as screening. A line of sight plan may also be provided.

26. Provide a color rendering.

Signs

27. Sec.13-471(a)(1) - Sign Review Procedures - At the time of site plan approval, all projects must submit a preliminary uniform sign plan for review and approval. If the uniform sign plan seeks bonuses through the inclusion of a designer sign(s), a separate Designer Sign Review application must be submitted. Be advised, designer sign application does not preclude an applicant from providing a preliminary uniform sign plan with a site plan application. Some comments below are provided to assist the applicant in completing the uniform sign plan.

28. Sign table was not provided. Please show on site plan any proposed signage and include width of sign(s) to determine overall square footage and allowable sign face area.

29. Be advised, Sec.13-458(p), any vehicle signs are prohibited. Please acknowledge.

30. Sec.13-466.6 - Ground identification sign.

- (a)(2) Sign face area shall not exceed sixty (60) percent of the sign structure area.
- (a)(4) Five (5) feet from property lines and face of curb bordering vehicular use area.
- Address numerals, a minimum of six (6) inches in height, are required on sign. Numerals may be excluded from maximum sign face area calculation.

31. Sec.13-466.6(a)(3). - Ground Identification Sign. Every ground sign shall be surrounded by accent landscaping.

32. Sec.13-466.8 - Wall identification sign.

- Permitted linear sign area is three (3) feet in height by seventy-five (75) percent of the width of the façade to which the sign is attached.

33. Sec.13-468.1 - Address signs.

- All address signs shall have a minimum letter of height of six (6) inches.
- Address shall contrast with its background color.

34. Sec.13-468.8. Service entrance signs.

- Maximum sign area is eight (8) square feet.
- Shall not be internally illuminated.



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – SEPTEMBER 07, 2022

PROJECT NAME:	MainStreet Plat		
PROJECT NUMBER:	PZ-22080006		
LOCATION:	SW Corner of N Lyons Road and Cullum Road		
APPLICANT/AGENT:	Craven Thompson		
REVIEW/APPLICATION	Plat		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Planning & Zoning	Liz Aguiar – Principal Planner	lagliari@coconutcreek.net	(954) 973-6756
Planning, Photometrics & Sustainability	Linda Whitman – Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Planning, Zoning & Signage	Natacha Josiah – Planner	njosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti – Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan – Deputy 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) 956-6721
ALTERNATE REVIEWERS			
Engineering	Mohammed Albassam- Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin- Construction Supervisor	gseegobin@coconutcreek.net	(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.

ENGINEERING

GENERAL COMMENTS

1. Please note that all reviews and comments are preliminary and the plat is subject to further review for compliance with the City's Code of Ordinances, Utilities and Engineering Standards Manual, and MainStreet Design Standards upon any resubmittal.
2. Please note that all reviews are preliminary and further reviews of the MainStreet DRI and PMDD may generate more comments until final approval.

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.



3. Under "Dedication," specify that the right-of-ways are being dedicated to the City of Coconut Creek.
4. Please explain where the utility easements for other utilities such as FPL, telecommunication, and/or gas will be located and if such easements will be dedicated by plat or special instrument.
5. Please clarify if all drainage easements, canal maintenance easements and flowage easement will be dedicated by plat per Cocomar requirements.
6. The "Dedication" states that all drainage easements are dedicated to Cocomar. There may be drainage easements to be dedicated to the HOA and/or City of Coconut Creek since maintenance responsibilities have not been established yet.
7. Undergrounding of existing distribution lines along Lyons Road may require a wider utility easement. Please provide a utility easement.
8. Will the McJames Plat be replatted to exclude the portion being replatted under the MainStreet plat?
9. The portion within the McJames Plat is missing existing drainage easements, utility easements and access easements. Please include all existing dedications.
10. The portion within the RM Green Corporation Plat is missing existing utility easements and existing ROW dedications. Please include all existing dedications.
11. A 12 foot utility easement is required along all City Right-of-Ways and existing roads.
12. Please clarify how FDOT's ROW along Cullum Road will be transferred to the City.
13. Will the vacation of ROW on Lyons Road be completed prior to the plat? If so, please label it as "to be vacated."

FIRE

1. The AHJ shall have the authority to require fire department access be provided to gated subdivision or developments through the use of an approved device or system (NFPA 1-18.2.2.2)
2. Approved fire department access roads shall be provided for every facility, building, or portion of a building hereafter constructed or relocated (NFPA 1-18.2.3.1.1). Fire department access roads shall consist of roadways, fire lanes, parking lot lanes, or a combination thereof (NFPA 1-18.2.3.1.2)
3. Fire department access roads shall have an unobstructed width of not less than 20 feet (NFPA 1-18.2.3.5.1.1). On street parking shall be constructed in a way as to not obstruct fire apparatus from traversing the road.
4. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather surface (NFPA 1-18.2.3.5.2)

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.



5. The turning radius of the fire department access roads shall be approved by the AHJ (NFPA 1-18.2.3.5.3.1).

LANDSCAPING

No comments at this time.

POLICE

1. PD requests that all gated communities within the MainStreet development participate in the city's first responder unified gate entry program for expedited response by police and fire.
2. PD echoes the concerns that Transportation notated regarding entry onto City Market Ave from Sample Road.
3. Traffic calming principles need to be implemented on Banks Road and Cullum Road.
4. PD reserves the right to make additional comments as the project progresses.

SUSTAINABILITY

No comments at this time.

TRANSPORTATION

1. Broward County's Land Development Regulations provide the guidelines required by City and which shall be required to satisfy all Platting requirements. In accordance with the County's Land Development Code, no application for a building permit for the construction of a principal building on a parcel of land shall be granted unless a plat including such parcel of land has been approved by the County Commission and recorded in the Official Records of Broward County. The subject MainStreet development may require multiple plat submittals. An application for plat approval for a either a Master Plat, Boundary Plat and/or individual Blocks shall be submitted to the County's Urban Planning Division in compliance with their land development regulations, which may include, but are not limited to those outlined in the County's Land Development Code, Division 3, Platting Procedures and Requirements. A copy of any County Plat application should be submitted to the City of Coconut Creek concurrently.
2. Provide the dedication page for the Master Plat.
3. Abandonment of SB Lyons Road turn lane adjacent to Block 1 will be required prior to the recordation of the plat. This segment of Lyons Road is under the jurisdiction of Broward County. ROW abandonment is subject to review and approval of Broward County.
4. Provide a narrative on how the right-of-way for City Market Avenue will be dedicated. City Staff has not reviewed concept drawings for either the WB right turn lane from Sample Road onto City Market Avenue. Moreover, the typical cross section of City Market Avenue should be consistent with the segment south of NW 40th Street.

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.



5. Provide a narrative on how the surplus FDOT right-of-way currently located on both Cullum Road and NW 54th Avenue will be conveyed to the City of Coconut Creek.
6. Provide a formal response letter from Cocomar Drainage District that confirms all necessary drainage easements have been dedicated on the plat.
7. All utility easements shall be located under roadway pavement (travel lanes, bike lanes, sidewalks, shared use pathways, etc.
8. Bus shelter easements shall be dedicated to the Master Association for perpetual maintenance obligations.
9. Provide the dedication and easement for the shared use pathway that is adjacent to Lyons Road with the perpetual maintenance obligations assigned to the Master HOA.
10. Provide the dedication of public streets and rights-of-way.
11. Provide the dedication, maintenance obligation and public access easement for the greenway

URBAN DESIGN AND DEVELOPMENT

General Comments

1. The intent of the MainStreet District is to provide for sustainable, mixed-use, pedestrian friendly development. MainStreet Design Standards (MSDS) serve as a design framework for all projects within the MainStreet Project Area (MSPA). The City expects projects within the MSPA to be consistent with the MSDS as approved by the City Commission. If an application does not meet the MSDS and principles then reasons why must be identified *and alternate solutions must be proposed that maintain the intent of the overall MainStreet concept*. When MSDS standards do not provide guidance, the City's Land Development Code shall apply. *This application is pending consideration and approval of alternate design solutions per proposed PMDD.*
2. Outstanding PMDD rezoning and site plan(s) comments for various applications may impact this plat. Comments herein may not cover all concerns.
3. 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.
4. Additional comments may be provided at DRC meeting or upon review of any revised plans.

Public Meetings

5. Applicant shall be prepared to make a PowerPoint presentation at the Planning and Zoning Board and City Commission hearings including color renderings and aerials of the project, as applicable.



6. Prior to Planning and Zoning Board hearing, applicant shall provide one (1) digital copy and thirteen (13) printed sets, individually bound, stapled & 3-hole punched of the following:
- Plat plan package;
Note: digital copy to be **unlocked and unsigned**.
Note: Printed copies to be no larger than 11"x17" in size.
 - PowerPoint presentation;
Note: Printed copies to be no larger than 11"x17" size.
 - Public outreach report;
 - Each set of DRC comment/response document:
Note: Printed copies to be 8.5"x11" in size.

Public Outreach

7. Applicant shall make every effort to ensure public participation as part of this project. As this is the Plat for the "overall" project, plat should be incorporated into the Public Outreach process. Refer to other site plan comments for notice requirement.

Underground Utilities

8. Refer to Sec.13-142, Underground Utilities, for undergrounding requirements, exceptions, and timing details. Refer to comment #2 above.

Plat

9. Please note, comments provided shall be considered preliminary and informational to guide and assist in the continued project development. Nothing in these comments should be considered final.
10. Sec.13-140(g) – The burden of showing compliance with levels of service requirements shall be upon the developer. The following list itemizes criteria, which shall provide sufficient and verifiable information showing compliance. Make references to established DRI and other obligation.
11. Applicant to respond in format below which will be included verbatim in agenda report to the Planning and Zoning Board and City Commission.

PRESERVATION

12. Land Development Code Requirement: 35% Gross Land Area.
Does this requirement meet Section 13-140 of the Land Development Code? Yes/No
(Landscape buffers or preserve areas dedicated by plat and / or additional green space provided at the time of site plan approval through landscape standards set forth in the Land Development Code, *may* satisfy this requirement.)

LOCAL PARKS

13. Land Development Code requirements: 5% of gross land area.
Does this requirement meet Section 13-267 of the Land Development Code? Yes/No
(Standard applies to residential plats four (4) acres in size or larger)
Land Dedication for public spaces, plazas, residential parks, greenways etc., are required and shall comply with requirements in adopted DRI. The specific language in the DRI may satisfy the park dedication. Provide accounting of proposed spaces and include dedication language on the plat as required.



23. Sec.13-165 (a)(8) - The purpose of all reserved areas such as parks, rights-of-way, easements and other areas reserved for the use of residents and / or the public shall be defined in the dedication on the plat.
24. Sec.13-165 (a) (9) - All easements provided for public service together with their dimensions and any limitations of easements. Platted easements should conform to Sec.13-266(d).
25. Sec.13-266(d) – When easements are shown on the plat, the plat and affected deeds shall state, “Easements shall not contain permanent improvements including but not limited to patios, decks, pools, air conditioners, structures, utility sheds, poles, fences, trees, shrubs, hedges, plants and landscaping, except utilities, public improvements and sod are allowed.” See comment above.
26. Confirm that all easements including those dedicated by separate instrument may be vacated by plat.
27. Proposed drainage, utility and roadway easements or combination thereof is pending final approval of proposed street cross sections and site plans. Be advised, the area may not provide sufficient space for each utility and use.
28. Confirm that ROW dedication is sufficient to accommodate the MainStreet perimeter greenway and required easement necessary to accommodate overhead to underground conversion.
29. Sec.13-443(15) b. - Roadway landscape buffers shall be shown and delineated as separate parcels on all plats and site plans. Buffer width is based on the width of the adjacent right-of-way and is exclusive of any easement.



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – SEPTEMBER 7, 2022

PROJECT NAME:	MainStreet Block 2		
PROJECT NUMBER:	PZ-22080007		
LOCATION:	West Side of Lyons Road between Wiles Road and Sample Road		
APPLICANT/AGENT:	Dunay, Miskel & Backman, LLP		
REVIEW/APPLICATION	PMDD Site Plan		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Planning & Zoning	Liz Aguiar – Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Planning, Photometrics & Sustainability	Linda Whitman – Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Planning, Zoning & Signage	Natacha Josiah – Planner	njosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti – Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan – Deputy 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) 956-6721
ALTERNATE REVIEWERS			
Engineering	Mohammed Albassam- Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin- Construction Supervisor	gseegobin@coconutcreek.net	(954) 973-6786

DEPARTMENTAL COMMENTS

Staff review of this application has been conducted without the benefit of a conceptual or recorded Plat or an adopted Planned MainStreet Development District document (PMDD) to serve as regulatory documents. Comments below are not intended to restrict creative design or proposal of alternate design solutions and should be regarded as broad guidance and information to elicit among other things, exceptional site design, architecture, landscaping and site amenities that are both observed by the public and meet the overall intent and vision of the MainStreet Project Area. As site plans and other applications continue to develop, staff reserves the right to provide the applicant with additional comments regarding topics not necessarily discussed herein and comments below shall not be regarded as all-inclusive.

ARCHITECTURE & URBAN DESIGN

Additional comments forthcoming.

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.



BUILDING

The Building Division places this application on hold. Indicate required HC parking on Site Plan parking table. Show all required HC spaces on site plan.

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 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

GENERAL COMMENTS

1. Please note, all reviews and comments are preliminary and all plans are subject to further review for compliance with the City's Code of Ordinances, Utilities and Engineering Standards Manual, and Mainstreet Design Standards upon any resubmittal of the site plans and at the final engineering review.
2. Please note, all reviews are preliminary and further reviews of the Mainstreet DRI and PMDD may generate more comments until final approval.
3. Please note, as the site plan review was completed prior to the plat review and approval, all engineering comments are preliminary and may be modified upon further reviews as well as more comments may be generated.
4. Master site plans for roadways, drainage and utility infrastructure must be approved prior to Block 2 site plan approval.
5. All required approvals from FDOT, FDEP, Broward County, COCOMAR or any other applicable agencies must be obtained and submitted to the Engineering Division prior to issuance of Engineering permits.
6. In accordance with the City's code Sec.13-186, the execution of Performance Bonds for all proposed public improvements are required prior to issuance of Engineering Permit.
7. In accordance with the City's code Sec.13-169, the execution of Water and Wastewater Agreements and payment of impact fees are required during the final engineering review and prior to approval of related building permits.
8. Provide a conflict schedule between all proposed utilities for this project.
9. Conflicts between water, wastewater and drainage must meet minimum separations according to Florida Administrative Code (FAC) Rule 62-555.314.

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.



10. Provide total pervious and impervious area as part of the site data tables.
11. Clearly show and label all existing and proposed easements within Block 2.
12. All proposed roadways, drainage and utilities that will be constructed prior to Block 2, must be labeled as existing.
13. Clearly label and differentiate which roadways, utilities, and infrastructures are proposed or existing.
14. Per Sec.13-266 of City Code, Easements shall not contain permanent improvements including but not limited to patios, decks, pools, air conditioners, structures, utility sheds, poles, fences, trees, shrubs, hedges, plants, and landscaping, except that utilities, public improvements and sod are allowed. Therefore, all trees must be placed outside of the easement.
15. Please provide separate sheets for the engineering plan, one sheet for paving and drainage, one sheet for water and wastewater, and one sheet for reclaimed water and irrigation.
16. Per Sec.13-273 of City Code, shop drawings for all proposed Water, Wastewater, Reclaimed water, and Drainage must be submitted prior to issuance of engineering permit.
17. Be advised, all Utilities & Engineering standard details are currently being updated. Once the changes are codified, it will be provided to be used in all MainStreet submittals.
18. Show elevations of the proposed buildings on the provided site plan.
19. Ensure that all elevations shown on the plans are in NAVD 88.
20. The proposed project falls in a special flood hazard area (AH) and must comply with all F.E.M.A regulations, the FBC and ASCE 24 such as meeting the FFE requirements (BFE + Freeboard). An elevation certificate will be required prior to issuance of final C.O. on the buildings. Execution of LOMA is suggested.
21. Please clarify what the black circle symbol on the sidewalk along Lyons Road refers to.
22. Provide a Fire Truck route throughout the site.
23. The provided site plan does not match the provided landscape plan. Parking spaces are missing south of the proposed retail building.

TRAFFIC / ROADWAY AND PAVEMENT

24. Per City Code Sec.13-237.1 (b), a pavement marking and signage plan shall be submitted to the engineering division for review and approval as part of the paving and drainage plan for roadways and parking areas. These plans shall show all new markings including tie-ins to existing markings.
25. Provide width of all proposed driving aisles.
26. Show directional arrows defining the driving route directions.

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.



27. Clearly highlight all proposed sidewalks / walkways throughout the site and show continuity of pedestrian routes.
 28. Crosswalks and ADA mats are missing in some locations throughout the site.
 29. Some stop signs and stop bars are missing throughout the site.
 30. Provide sidewalk measurements and details.
 31. Concrete thickness for sidewalks must be 6" in public areas and 4" in private areas.
 32. For all proposed cross sections, please show transverse slopes of minimum 2.0% for roadways, 1.0% for parking areas, type of asphalt, and LBR requirements for limerock and subgrade.
 33. Provide cross sections for all roadways, sidewalks, and green areas and provide corresponding details.
 34. Cross sections must show LBR 40 subgrade material under sidewalks and limerock under paver sidewalks.
 35. Longitudinal slopes of pavement must be a minimum 0.4%.
 36. Show a minimum of 4 ft. setback from all stop bars to crosswalks.
 37. Show the clear sight triangles for the proposed ingress/egress of the project.
 38. All pavement markings and signage shall be in accordance with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD).
 39. All pavement and sidewalks must follow City of Coconut Creek's Standard Details. Please provide a detail sheet.
 40. Clarify if the existing sidewalk along Lyons road will be removed since a new one seems to be proposed.
 41. Per PMDD Standards, the proposed sidewalk sections along Lyons Rd must be colored concrete.
- STORMWATER COLLECTION SYSTEM**
42. Please label all proposed and drainage pipes segments with size and type.
 43. In accordance with City code Sec.13-258, all drainage lines located in City R.O.W must be Reinforced Concrete Pipe (RCP).
 44. Please provide all invert elevations for all proposed catch / drainage basins.
 45. Provide flow arrows throughout the site and in vicinity of driveways defining stormwater runoff.

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.



46. Please ensure that all proposed drainage structures maintain a minimum of 6 feet horizontal separation from all city utilities.
47. Show the location of the proposed PRBs within the proposed drainage system.
48. All drainage structures must follow City of Coconut Creek Standard Details. Provide a details sheet.
49. Provide stormwater calculations for the new development.
50. Using the parking lot for retention is not recommended by the City of Coconut Creek. Please submit statement of acknowledgement from the OWNER of the parking area possibly flooding during 25 and 100 years storm events. (Acknowledgment can be as a formal letter or email).
51. Provide a drainage structure table.

WATER DISTRIBUTION SYSTEM

52. All proposed water lines must be located within a utility easement up to the water meter. Utility easements must be at least 12 feet wide. Proposed utility easement does not encapsulate all meter boxes.
53. Please provide details for all proposed water lines and infrastructures per the City of Coconut Creek's Standards.
54. Show length (LF), size, and material of each proposed water main segment on plans.
55. Per City Code Sec.13-242 (7), valves shall be installed so that the maximum length of pipe between any two (2) valves is one thousand (1,000) linear feet for residential areas.
56. Please show all proposed water sampling locations on the plan.
57. Per City Code Sec.13-242, all proposed fire hydrants assemblies must come off the water main with a 6 inches line and gate valve.
58. Add fire hydrant clear zone detail to the plans provided in City Code Sec.13-276. Fire Hydrants must be located 4 to 7 feet from back of the curb.
59. Provide bollards for proposed fire hydrants.
60. Provide water service line type, size, and details. Service lines material must be Polyethylene. City prefers 2-inch water service lines.
61. Please note, water meter boxes cannot be placed on paved areas.
62. Add notation that all meter boxes must be provided by the contractor.
63. Per City Code Sec.13-242, Fire Flow Calculations (flow required of the sprinkler system plus the anticipated hose stream or manual fire-fighting requirements) must be submitted at final engineering

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.



review as outlined in the I.S.O. (Insurance Services Organization) Fire Suppression Rating Schedule.

64. Show connection details to the existing stub along Lyons Road.
65. Clarify where is the point of connection for the proposed water main that is heading east to Lyons road.
66. Provide a looped water distribution system from different main lines to allow redundancy and isolations without discontinuing services to residents / businesses.
67. City suggests looping the water distribution system to the west block (block 5).
68. Per landscaping plans, the proposed water meter falls within parking spaces. Revise accordingly.

WASTEWATER COLLECTION SYSTEM

69. All proposed wastewater lines must be located within an easement up to the first clean-out that will be maintained by the city.
70. Provide invert and rim elevations for all maintenance access structures (MAS).
71. Provide the length (LF) of each wastewater main segment.
72. Provide the type, material, and size for all proposed wastewater laterals. Per City Code Sec.13-256, the minimum size for laterals is 6" (SDR-26) and the maximum length shall not exceed 150' ft. in length.
73. Conflict table must be provided for all utility crossing.
74. MAS spacing must not exceed 300' (ft.) per City standard (Section 5-3 (4)).
75. Please provide details for all proposed wastewater lines and infrastructures per the City of Coconut Creek's Standards.

RECLAIMED WATER AND IRRIGATION

76. Reclaimed water connections for irrigation purposes are not shown on the plans.

LANDSCAPING

77. Landscape, lighting, and / or 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.
78. Water meter and City clean out must be clear of any landscape. Please maintain at least 4 feet clearance (6 feet preferred).
79. Please note, trees are not allowed to be placed within utility easements.
80. All fire hydrant clear zones shall be free of landscape (except sod), mailboxes, parking, lamp-posts and all other objects.

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.



81. Ensure trees do not obstruct clear sight triangle at stop sign intersections. Please show sight triangles on plans.

FIRE

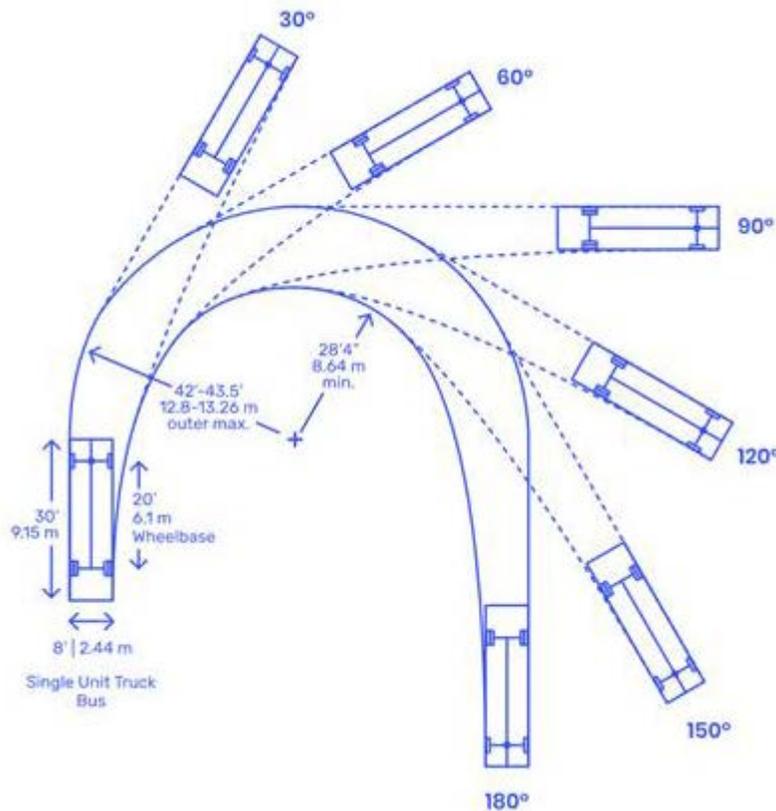
1. Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft from the fire department access roads as measured by an approved route around the exterior of the building or facility (NFPA 1-18.2.3.2.2). Shall be permitted to increase to 450 feet if the building is equipped with an approved automatic sprinkler system.

The Fire Truck Route Plan shall show turning radius dimensions.

A vehicle's turning circle is the radius (or diameter) measured by the outer wheels of the vehicle while making a complete turn, without any physical conflicts (i.e. curbs, light poles, fire hydrants, etc.);

A minimum inner turning radius of 28'4" | 8.64 m should be provided for a bus or single-unit truck making a 180° turn.

2. The turning path of a City Fire Truck measures the minimum possible turning radius necessary for performing a *U-turn* in a vehicle with a 20' (6.1 m) wheelbase.
3. Measuring the inner and outer radii of the 180° turn, a minimum inner radius of 28'4" (8.64 m) and minimum outer radius between 42'-43.5' (12.8-13.26 m) should be provided for City Fire Trucks;



4. The maximum distance to a fire hydrant from the closest point on a building shall not exceed 400 feet .The maximum distance between fire hydrants shall not exceed 500 feet (NFPA 1-18.5.3) Please display that these distances are provided. Measurements are taken as the fire truck travels.
5. Landscape plan shall show 36 in clearance around all fire hydrants and 60 in clearance in front of the fire hydrant (NFPA 1-18.5.7).
6. Using table 18.4.5.2.1 in NFPA state the minimum required fire flow for the building with the most total square footage. Include the construction type of the building. Show the minimum number of fire hydrants required per the required fire flow (NFPA 1-18.5.4). The aggregate fire flow capacity of all fire hydrants within 1000 ft of a building shall not be less than the required fire flow determined with section 18.4. (NFPA 1-18.5.4.2)
7. Display the location of the Fire Department Connection (FDC) for all buildings. The FDC shall be located by a fire hydrant and on the same side of the street has the fire hydrant. Fire department connections shall be visible and recognizable from the street of nearest point of fire department apparatus accessibility or on the street side of building. (NFPA 14-6.4.5.1.1) Fire department connections should be located and arranged so that hose lines can be readily and conveniently attached without interference from nearby objects, including buildings, fences posts, or other department connections. (NFPA 14-6.4.5.1)

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.



8. Fire department access roads shall have an unobstructed width of not less than 20ft. (NFPA 1-18.2.3.5.1.1) Fire department access roads shall have an unobstructed vertical clearance of not less than 13ft. 6in. (NFPA 1-18.2.3.5.1.2)

LANDSCAPING

1. Per aerials, there appears to be existing tree canopy on site. Existing canopy on site that is removed is to be mitigated for and tree disposition plans with mitigation calculations are to be provided. Invasive and nuisance plant material are exempt from mitigation.
2. Provide landscape requirement data table to include all applicable code sections relating to commercial development, such as overall landscape, perimeter landscape, foundation planting, parking islands, median dividers, native, and diversification calculations. These are in addition to any MainStreet design standards.
3. As stated in previous MainStreet site plan reviews, coordination with adjacent greenways and streetscapes as it pertains to landscaping is crucial. Providing landscape overlays within the blocks and providing additional landscape plans as reference will be necessary to provide a complete review.
4. Per the proposed site plan, the overflow parking lot under the powerlines is included in Block 2. Provide landscape plans for review.
5. Provide and label all existing and proposed utilities and easements on the plans. Based on the provided civil engineering plans there looks to be conflicts with the proposed landscape.
6. Shift fire hydrants and utilities out of landscape islands to allow for required tree planting.
7. All building foundations that front vehicular use area is required to have 1 tree per 40 LF and two tiers of landscape. Sod is not considered a tier.
8. Provide light pole locations. A minimum of 15' separation is required from shade trees, and a minimum of 7.5' is required for small trees and palms. Recommend providing dashed circles on the plans to demonstrate compliance.
9. Proposed planting along east perimeter is to be coordinated with greenway planting to provide a natural transition from the commercial area to the roadway.
10. *Clusia guttifera* is not considered native species. Revise native designations in the plant schedule.
11. One of the main design intents for the Main Street development is to provide native and Florida friendly plant material to conserve water, attract native wildlife, and create a site that is integrated into the natural surroundings. It is strongly recommended that the proposed landscape goes beyond the code minimums to achieve this design intent.
12. Provide City Standard Landscape notes on plans. A copy of the notes in Word are available upon request.

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.



13. Provide root barrier detail and notes. Trees and Palms planted within 6' of utilities and hardscape elements are required to use root barrier.
14. Wires and rubber tubing are not permitted in the City for bracing. Revise planting details to provide bio-degradable twine in conjunction with wellington tape where the twine is the only portion that is in contact with the trunk.
15. Note that all ground equipment and dumpster enclosures require landscape screening on three sides. This includes, but is not limited to AC units, electrical equipment, and irrigation pump enclosures. Recommend providing locations for all ground equipment so that it can be coordinated with the landscape plans.
16. Additional comments will be provided upon review of the re-submittal application.

PHOTOMETRIC

1. The photometric plan shall include all lighting including parking, exterior building, signage, and landscaping. Please provide all additional lighting / footcandles not currently shown on the plans or state that no additional lighting will be provided.
2. Provide north arrow on sheet.
3. Provide the cut sheet for all proposed lighting fixtures.
4. Light shall not trespass off the property.
5. Mounting height exceeds PMDD standards of 25'. Revise accordingly.
6. Lighting adjacent to residential may require light shields.
7. Will lighting be proposed in the park?
8. Will lighting be proposed in the FPL easement/parking area?
9. Are the townhomes on this block a separate submittal?
10. Sec.13-374 (2) d 11 - Address how the required reduction to a maximum of 1 footcandle will be achieved after hours.
11. As a reminder, per the lighting ordinance, wallpacks and flood lighting are prohibited unless they are dark sky rated and used as such.
12. Be advised, site lighting will be measured in the field using a light meter to ensure that the 10 fc limit is not exceeded. The building C.O. is predicated on meeting this requirement.
13. Additional comments may be provided upon review of 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.



POLICE

1. Ensure installed light poles with equipped LED bulbs while maintaining the standard for the photometric Code.
2. Install IP surveillance cameras on the interior and exterior of the commercial property that can be tied into the Alert System with the police department for immediate monitoring by the Real Time Crime Center in the event of an emergency.
3. Is there a proposed turn lane into the property off of Lyons Rd southbound?
4. Refer to Transportations comments regarding traffic patterns on NW 48th Ave and NW 40th St.
5. This project is subject to further review as the project progresses.

SUSTAINABILITY

General

1. Refer to zoning comments for:
 - a) Planning and Zoning Board and City Commission presentations.
 - b) Public meeting package submittal requirements.
 - c) Public outreach requirements.
2. Additional comments may be provided at DRC meeting and / or upon review of revised application.
3. This site / buildings must be green certified by either Florida Green Building Coalition, Green Globes, or LEED. Identify which certification this site will acquire and any efforts made to this end to date.
4. For future submittals, affix the Sustainability Checklist to a sheet in the drawing set. A copy of the "green" data sheet is available upon request.

Chapter 13-320 LDC

5. The elements represented on the project relative to compliance with LDC Chapter 13-320 are meant to exceed the Florida Building Code and Florida Energy Code requirements. Respond to all sections with this in mind.
6. Sec.13-320(b)(1) – All new development or redevelopment applicants must retain a LEED accredited professional within their planning team. Professional shall be an active participant in the development of "green" standards proposed for the project. Identify the LEED professional and their role on this project.
7. Answers such as, "as much as possible" are not quantifiable nor are they sufficient. Provide percentage goals and additional information.
8. Provide examples of meeting elements of this chapter, for example, the inclusion of EV chargers to provide for alternative transportation. Construction prevention, "BMP's such as, [example].



Green Plan

9. 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 DRC process. Provided below is a list of action steps from the plan that may be used for this project.
10. *Action Item 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. Identify required “Green Technology” for this site.
11. *Action Item 2.1* – Achieve 40% tree canopy coverage throughout the City with maximum tree coverage on public and private land by 2020. Provide tree canopy coverage percentage for this site.
12. *Action Item 2.2* – Achieve 40% “greenroof” (vegetation or material) coverage for new construction in MainStreet Project Area and 10% greenroof coverage for new construction for areas outside of MainStreet. Staff recognizes “greenroof” to mean high albedo paint or vegetation.
13. *Action Item 5.1* – Increase recycling throughout the City.
14. *Action Item 5.3* - Require all construction and demolition debris to divert 75% of waste from landfills. Fulfill this through a contract with the appropriate contractor at the time of construction.
15. *Action Item 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. Respond to how this site accomplishes this goal.
16. *Action Item 6.4* - Implement an alternative vehicle parking program to designated parking areas for alternative vehicles in developments throughout the City by 2020. Respond to this with information on the EV charging stations for this site.

Resolution 2020-063

17. Pursuant to Resolution 2020-063, the City of Coconut Creek has embarked on a mission to reduce single-use plastics and non-recyclable material in its own operations and as a means to lead-by-example for the community. Add to the sustainability checklist sheet a commitment to the following:
 - Green Checklist: Develop a checklist to ensure sustainable event/meeting planning. An example is available from the City.
 - Water Fountains: Provide smart water fountains/touchless bottle refill stations on site.
 - Recycling: In addition to on-site recycling, provide information regarding the new “Recycle Right Drop-Off Facility” behind the Police Department adjacent to Lyons Road.
 - Purchasing: Commit to green products (no polystyrene) and earth-friendly cleaning supplies.

TRANSPORTATION

1. Is a southbound Lyons Road right turn lane warranted for the driveway connection onto Lyons Road? Please provide an updated traffic statement that addresses this SB Lyons Road turning movement condition.



2. Sheet C-2 appears to illustrate a pedestrian pathway extending thru several planter islands on the northern limits of the proposed parking lot. This pedestrian pathway does not appear to connect to any other pathway, block or parcel. Provide revised plans or a narrative on how this connection leads to other blocks or uses.
3. The off-street parking tabulation appears to exceed the code requirements. The location of the three (3) or four (4) surface parking spaces in an area just west of the future driveway appear to be within the driveway's turning movements or conflict area. For example, backup maneuvers from these parking spaces may be challenging to inbound or outbound traffic. These parking spaces should be removed and planted island could be expended in this area.
4. Traffic patterns are important to review and evaluate. The Site Plan shall illustrate all adjacent roadways and driveway connections and shall include NW 48th Avenue and NW 40th Street as well as the southern driveway alignment from NW 40th Street into the commercial parcel to the south.
5. Broward County Transit (BCT) as well as a City trolley operate transit services on Lyons Road. Provide a letter from BCT confirming a future need for a designated stop and a bus rider shelter adjacent to this Block for SB Lyons Road.
6. Solid waste collection shall be performed by a private hauler. Identify the location of the solid waste dumpster for the restaurant building.
7. Provide a typical parking detail for both 90-degree parking spaces (10 x 20) and parallel parking spaces.
8. Provide a typical handicap parking detail.
9. Dimension all drive isles.
10. Parking stalls should not exceed more than ten spaces without a planter island. Additional planter islands may be required for the off-street parking stalls near the proposed restaurant.
11. Provide an updated Pavement, Marking and Signage Plan that reflects the typical details outlined in the City's Engineering Design Standards Manual.
12. Are the ten (10) off-street parking spaces needed in the internal planter island on the north end of the Site Plan? A larger public space may be more beneficial than additional off-street surplus parking.
13. Provide a convenient location for a bike rack at the restaurant and the retail buildings.
14. Provide a typical bike rack detail.
15. Provide a fire truck access route on a separate plan using the B-40 bus template.
16. Provide additional horizontal control on the Civil Engineering Plans for the driveway connection onto Lyons Road. Dimension the driveway width, reservoir distance, right-of-way line, radii, etc.

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.



17. Identify how the shared use pathway along Lyons Road will transition thru the proposed driveway as well as NW 40th Street.
18. Identify a phasing plan for the SB Lyons Road right turn lane at NW 40th Street and future traffic signal. When will this be constructed? Lyons Road was recently retrofitted as a "Complete Street" in this segment. Identify the existing designated bike lanes and allocate appropriate bike lane pavement markings in the weave condition adjacent to the SB right turn lane onto NW 40th Street.
19. The City of Coconut Creek supports Target Zero initiatives that aid in improving conditions for all transportation modes. The Lyons Road mobility project recently completed both the design and installation of underground conduit the will support future pedestrian lighting along the shared use pathway. Provide a typical luminaire and identify the pedestrian lighting locations along Lyons Road adjacent to the shared use pathway for Block 2.
20. The traffic statement has been received and is being reviewed by City Staff.
21. Additional Comments may be forthcoming.

URBAN DESIGN AND DEVELOPMENT

General Comments

1. The intent of the MainStreet District is to provide for sustainable, mixed-use, pedestrian friendly development. MainStreet Design Standards (MSDS) serve as a design framework for all projects within the MainStreet Project Area (MSPA). The City expects projects within the MSPA to be consistent with the MSDS as approved by the City Commission. If an application does not meet the MSDS and principles then reasons why must be identified *and alternate solutions must be proposed that maintain the intent of the overall MainStreet concept*. When MSDS standards do not provide guidance, the City's Land Development Code shall apply. *This application is pending consideration and approval of alternate design solutions per proposed PMDD.*
2. Vesting of property entitlements is completed by Ordinance with site plan approval. Be advised, the City Commission may place restrictions or development conditions.
3. Outstanding PMDD rezoning comments may impact this site plan. Comments herein may not cover all concerns. Changes to the PMDD may trigger changes to this site plan. *Refer to comment #1 above.*
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. *Please acknowledge and provide name and contact information for person(s) responsible for reimbursement to the City.*
5. 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.
6. Additional comments may be provided at DRC meeting 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.



7. An address request letter must be submitted to the Sustainable Development Department with an 11"x17" site plan and \$300.00 fee. Addresses, subject to Postal Service approval, will not be issued until the site plan has been approved by the City Commission.

Plat

8. Review of concurrent plat application and required dedication of right-of-way, public access easements, utility easements, buffers etc., may impact this site design. Referenced dedications shall be shown and noted on all plans in this application (as applicable) per final plat. Be advised, building permits will not be issued until plat has been recorded. *Refer to comments #1 and #3 above. Please acknowledge.*

Public Meetings

9. Applicant shall be prepared to make a PowerPoint presentation at the Planning and Zoning Board and City Commission hearings including color renderings and aerials of the project, as applicable.
10. Prior to Planning and Zoning Board hearing, applicant shall provide one (1) digital copy and thirteen (13) printed sets, individually bound, stapled & 3-hole punched of the following:
 - a. Site plan package;
Note: digital copy to be **unlocked and unsigned**.
Note: Printed copies to be no larger than 11"x17" in size.
 - b. PowerPoint presentation;
Note: Printed copies to be no larger than 11"x17" size.
 - c. Public outreach report;
 - d. Sustainable (Green) efforts;
 - e. Each set of DRC comment/response document:
Note: Printed copies to be 8.5"x11" in size.

Public Outreach

11. 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 any required City public hearings. Provide correspondence demonstrating these efforts including a detailed report of all resident, HOA's and businesses meetings, 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.

Impact Fees

12. Sec.13-110 through 13-117, Affordable Housing Program. Pursuant to Ord.2006-005, all non-residential development will be subject to an affordable housing linkage fee. Fee, based on use and 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.
13. Division 5, Impact Fees, Sec.13-118 through 13-126. Pursuant to Ord.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.

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.



14. Sec.13-143 through 13-146, Public Art Requirement. Pursuant to Ord.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 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. Placement of art in lieu of payment is preferred.

Underground Utilities

15. Refer to Sec.13-142, Underground Utilities, for requirements, exceptions, and timing details. *Ensure site plan and PMDD document reflect appropriate notes as applicable.*

Sheet 030-SP-1 - Overall Site Plan Comments

16. Commercial centers shall be designed with public uses as a priority. Proposed site design for each parcel shall respond to pedestrian connectivity and circulation, plazas and outdoor dining opportunities. Variety in seating, shade, water features and public art are examples of amenities to be considered. Exceptional site design plays a major role in creating a unique character of the MSPA.
17. Site design shall include buildings with variety in heights, scale and architecture. Different interior uses should be clearly articulated through changes in the plane of the façade, materials and / or architectural details. Provide floor plans and architecture for each building consistent with referenced MSDS.
18. Provide a phasing plan that reflects in what order buildings are proposed for construction. Ensure safe and clear separation between construction and tenant/patron activity. Phasing plan shall detail how vehicle access and pedestrian connectivity will be provided during construction. Phasing to be coordinated with the building division for permitting requirements.
19. Provide design criteria for all outdoor amenity areas including but not limited to pavers, furnishings, dumpster enclosures etc., that require a building permit from the City. Include heights, colors, materials, and other criteria as applicable.
20. Site plans must stand alone without needing to reference the PMDD for basic information including but not limited to public vs private spaces, off-site phased improvements, etc. Additional graphics, plan sheets and details will be necessary to address comments.
21. Public Access: Upon final site plan approval by the City Commission, property owner shall record public access easement(s) for all portions of sidewalks, plaza(s), greenways, etc., that shall be located within private property but shall/may be used by the general public. Copies of recorded documentation must be provided to the City prior to building permit issuance.
22. Sustainable elements: The City expects projects within the MainStreet Project Area to incorporate conspicuous displays of green technology, which can be easily seen by the general public while being an integral part of the project. Technologies can act as social, educational, or artistic elements that may also be integrated into the function of a building or site. Applicant may consider solar ground or roof systems, rainwater collection/cisterns or wind to name a few, as part of the conspicuous display of green technology requirement.

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.



23. Site plan shall include details, notes, drawings and/or pictures for proposed sustainable elements that demonstrate purpose and function for the project. *Refer to comment above. Refer to sustainable comments.*
24. Rooftop equipment shall be screened from public view. Refer to architecture comments.
25. The City Commission has approved a City Amenities Package with uniform standards for street and pedestrian lighting, benches, trash receptacles, bus shelters, etc. Applicant shall coordinate with staff on incorporating these and other elements into the project.
26. Sidewalks shall have a *minimum* clear pedestrian width of five (5) feet. Provide additional dimensions throughout. Refer to parking comments below.
27. For illustrative purpose, show the proposed pedestrian sidewalk connection from adjacent blocks.
28. Provide additional sidewalk, landscape areas, parking space, travel lane widths and setback dimensions to property / parcel lines throughout the plan.
29. Specify material for all walkways and drive aisles.
30. Provide bike racks.
31. See landscape comments for roadway landscape buffer width requirements.
32. Show location of temporary construction trailer if one is proposed.
33. Staff recognizes that site plans are in development and may vary as they are further refined or tenants are secured. In order for staff to ensure site design is as complete as possible applicant shall show the following, even in concept. All ground mounted equipment including mechanical, restaurant grease traps and other typical service, FPL transformers and other ground mounted utility boxes for each building. Ensure adequate green space is provided for installation of required trees and screening shrubs that allows for normal growth patterns without conflicts.
34. Show all service doors on footprint and pedestrian connections, particularly when they fall within a landscape area. Revise all plans including landscaping accordingly. *Refer to comment above.*
35. Provide setback dimensions at each building to property or parcel lines, public spaces and buffers.
36. Show dimensioned access easement location on plans.
37. Site reflects traditional design with isolated buildings separated by parking.
38. Show connectivity between buildings, to adjacent Blocks and perimeter walkways without walking through the parking lot.



Restaurant

39. Staff recommends mirroring or rotating the building footprint to place outdoor dining along the north or along Lyons Road to provide an active view of pedestrian activity and further screening service drive and back of house.
40. Staff recommends removal of parallel parking spaces at entrance. Parallel parking can be problematic at times which could create a backup for vehicles trying to enter the site.
41. Provide enlarged view of outdoor dining area with features proposed.

Retail

42. North elevation provides limited area for landscaping and service area screening.
43. Building footprint shall incorporate articulation.
44. Service areas shall be screened from view.

Offsite Parking

45. Refer to parking comments below.

Architecture

46. MSDS do not dictate a particular architectural style. Exceptional design and quality materials will play a major role in defining the unique character of the MSPA. Buildings and building facades shall include quality materials (in lieu of faux appliques or EIFS), shading devices, roof overhangs for shading and to reduce heat-islands, variation in roof lines, horizontal and vertical articulation, varied color palette, etc. All commercial buildings lack articulation with only minimal movement and treatments. Re-review design to incorporate MSDS.

Refuse / Service

47. Provide approval from Republic Services, (waste provider), (954-583-1830). If additional waste areas are determined to be necessary, they shall be located in an area that is not visible from public view.
48. Provide pedestrian opening on side of all enclosures with pedestrian access to minimize usage of large access gates.
49. All service areas along Lyons Road shall be reconsidered. All service areas shall be screened from view. Applicant shall not rely on landscaping alone to provide sufficient screening.

Parking

50. Parking data table shall include separate ADA parking requirements in calculations pursuant to Sec.13-398, of the City Land Development Code.
51. Where a 20' long parking space overhang is located over a landscape area, staff recommends the overhang area be "added" to required minimum width of the landscape area. Provide dimensions.



52. Where a 20' long parking space overhang is located over a sidewalk, staff recommends the overhang area be "added" to required minimum width of the sidewalk area. Provide dimensions.
53. MSDS all uses: Travel lane widths to be a minimum of eleven (11) feet. Provide additional dimensions throughout.
54. Sec.13-399(k): Access drives from public rights-of way to be designed to prevent vehicle maneuvering within any portion of entrance drive within fifty (50) feet of the right-of-way line of any public street. Provide dimensions to show compliance or make corrections as applicable.
55. Sec.13-399(m): Access aisles to parking spaces shall not exceed three hundred fifty (350) feet in length. Provide dimensions to show compliance or make corrections as applicable.
56. Sec.13-406 – Bicycle parking facilities shall be stationary bike rack as follows:
 - Individual retail uses and shopping centers: 1 bike space per 10,000 sf of total floor area.
 - Restaurants: 5 bike spaces per facility.
57. Sec.13-407(b) - When units or measurement that determine total number of required off-street parking spaces result in a fractional space, such fraction requires a full off-street parking space.
58. Sec.13-409 – Loading facilities shall be provided on the same lot as the building which they serve. Loading to be located opposite the main customer entrance. Loading to be provided as follows:
 - Retail: Over 10,000 sf to 25,000 sf – two (2) spaces.
Over 25,000 sf to 60,000 sf – three (3) spaces.
 - All detached (outparcel) buildings shall provide a loading space.
Spaces to be: 12' wide x 55' long.
12' wide x 35' long (outparcel).
59. Sec.13-443(12)(a) - Intermediate and terminal islands shall be at least twelve (12) feet in width with a minimum length equal to the length of the paved area of the adjacent parking space(s).
60. Sec.13-443(12)(c) – Where any row of contiguous parking spaces faces or abuts another row of contiguous parking spaces or an interior driveway, a landscaped divider median shall be installed which averages not less than five feet in width. Be advised, vehicle overhangs over a landscape area shall be in addition to the five foot minimum requirement. Refer to comments # 51 & 52.

Elevations

61. Exceptional site, architectural design and materials will play a major role in defining the unique character of the MainStreet Project Area. While the MainStreet Design Standards do not dictate any particular architectural style, it is the intent that buildings and building facades include real, quality materials (in lieu of faux appliques or EIFS), shading devices, and large roof overhangs to reduce heat-islands, variation in doors, windows, roof lines, articulation, color palette, etc.
62. Elevations shall show maximum and mean roof height dimensions, colors for all elements including walls, doors, exterior finishes, light fixtures, awnings, etc.



63. Sec.13-37(c)(3)e - Mechanical equipment or other utility hardware on the roof or ground 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. Ensure both site and architecture show compliance.
64. Show light fixtures on elevations. Provide details and color. Include in photometric calculations.

Rooftops

65. MSDS: 8.11 Rooftops: 40% of all commercial buildings shall incorporate greenroofs which may be active or passive.
66. MSDS: 8.11 Rooftops: Rooftop equipment shall be architecturally screened both from the street and neighboring buildings.

Signage

67. Site plan is missing a sign locations and details. A sign plan should be included in the site plan package for any site signage, directional signage, wayfinding, and building signage. *Refer to Section 13-471 for sign review procedures.*
68. Refer to the city's sign code to develop a sign package. The following code sections have been identified to assist in preparing sign details.
69. Sec.13-458 - Permitted and prohibited permanent and temporary signs.
70. Sec.13-459 - Schedule of permitted signs.
71. Sec.13-460 - General provisions for all signs.
72. Sec.13-466.6 - Ground identification signs.
73. Sec.13-467.4 - Directional signs. (if applicable)
74. Sec.13-468.1 - Address signs. Mandatory.
75. Sec.13-474 - Designer signs.

City Attorney Comments

1. *Unified Control:* Provide unified control documents for proposed development addressing maintenance, cross access etc., as well as amendment procedures and authorization requirements for revision to development approvals or standards whether at the block/module or PMDD level. Documentation must be provided to the City prior to City Commission approval
2. Use of the FPL Easement for parking. Provide update on FPL negotiations. Be advised, any identification of the area as dedicated "to the City" is inappropriate. The City has not agreed to accept any responsibility for this area. Parking in the easement may not be used to meet required parking for individual blocks.



3. Permitted and Special Land Uses lists. (PMDD) A specific business list should not be provided, but rather, specific classification(s) in the Master Business List, Sec.13-621 OR by reference to a new Sec.13-624, Master Business List MainStreet PMDD is pending further discussion. Note that the current PMDD draft proposes a PMDD column in the Master Business List which is still being evaluated by staff.
4. Special land Use approval may be required for certain proposed uses.



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – SEPTEMBER 6, 2022

PROJECT NAME:	MainStreet Block 11		
PROJECT NUMBER:	PZ-22080008		
LOCATION:	West Side of Lyons Road between Wiles Road and Sample Road		
APPLICANT/AGENT:	HSQ Group		
REVIEW/APPLICATION:	PMDD Site Plan		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair Urban Design & Development	Liz Aguiar - Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Urban Design, Photometrics & Sustainability	Linda Whitman - Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Natacha Josiah - Planner	njosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan - Deputy 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) 956-6721
ALTERNATE REVIEWERS			
Engineering	Mohammed Albassam- Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Thamar Joseph, Engineer I	malbassam@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin- Construction Supervisor	gseegobin@coconutcreek.net	(954) 973-6786

DEPARTMENTAL COMMENTS

Staff review of this application has been conducted without the benefit of a conceptual or recorded Plat or an adopted Planned MainStreet Development District document (PMDD) to serve as regulatory documents. Comments below are not intended to restrict creative design or proposal of alternate design solutions and should be regarded as broad guidance and information to elicit among other things, exceptional site design, architecture, landscaping and site amenities that are both observed by the public and meet the overall intent and vision of the MainStreet Project Area. As site plans and other applications continue to develop, staff reserves the right to provide the applicant with additional comments regarding topics not necessarily discussed herein and comments below shall not be regarded as all-inclusive.

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.



ARCHITECTURE & URBAN DESIGN

Additional comments forthcoming.

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 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

GENERAL COMMENTS

1. Please note, all reviews and comments are preliminary and all plans are subject to further review for compliance with the City's Code of Ordinances, Utilities and Engineering Standards Manual, and Mainstreet Design Standards upon any resubmittal of the site plans and at the Final Engineering Review.
2. Please note, all reviews are preliminary and further reviews of the Mainstreet DRI and PMDD may generate more comments until final approval.
3. Please note, as the site plan review was completed prior to the plat review and approval, all engineering comments are preliminary and may be modified upon further reviews as well as additional comments may be generated.
4. Master site plans for roadways, drainage, and utility infrastructure must be approved prior to Block 11 site plan approval.
5. All required approvals from FDOT, FDEP, Broward County, COCOMAR or any other applicable agencies must be obtained and submitted to the Engineering Division prior to issuance of engineering permits.
6. In accordance with the City's code Sec.13-186, the execution of Performance Bonds, for all proposed public improvements, are required prior to issuance of Engineering Permit.
7. In accordance with the City's code Sec.13-169, the execution of Water and Wastewater Agreements and payment of impact fees are required during the Final Engineering Review and prior to approval of related building permits.
8. Ensure that all elevations shown on the plans are in NAVD 88.
9. Provide a conflict schedule between all proposed utilities for this project.

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.



10. Conflicts between water, wastewater, and drainage must meet minimum separations according to Florida Administrative Code (FAC) Rule 62-555.314.
11. Provide total pervious and impervious area as part of the site data tables.
12. Clearly show and label all existing and proposed easements within Block 11.
13. All proposed roadways, drainage, and utilities that will be constructed prior to Block 11, must be labeled as existing.
14. Clearly label and differentiate which roadways, utilities, and infrastructure are proposed or existing.
15. Per Sec.13-266 of the City Code, easements shall not contain permanent improvements including but not limited to patios, decks, pools, air conditioners, structures, utility sheds, poles, fences, trees, shrubs, hedges, plants, and landscaping, except that utilities, public improvements and sod are allowed. Therefore, all trees must be placed outside of the easement.
16. Provide separate sheets for the engineering plan, one sheet for paving and drainage, one sheet for water and wastewater, and one sheet for reclaimed water and irrigation.
17. Per Sec.13-273 of the City Code, shop drawings for all proposed water, wastewater, reclaimed water, and drainage must be submitted prior to issuance of an engineering permit.
18. Be advised, all Utilities & Engineering Standard Details are currently being updated. Once the changes are codified, it will be provided to be used in all MainStreet submittals.

TRAFFIC / ROADWAY AND PAVEMENT

19. Per City Code Sec.13-237.1 (b), a pavement marking and signage plan shall be submitted to the engineering division for review and approval as part of the paving and drainage plan for roadways and parking areas. These plans shall show all new markings including tie-ins to existing markings.
20. All pavement and sidewalks must follow City of Coconut Creek's Standard Details.
21. Crosswalks and ADA mats are missing in some locations throughout the site.
22. Some stop signs and stop bars are missing throughout the site.
23. Per City Code Sec.13-241, all sidewalks shall have a minimum width of 5'feet. The width of the sidewalks shall not include the 2 foot overhang from the parking spaces adjacent to it.
24. Concrete thickness for sidewalks must be 6" in public areas and 4" in private areas.
25. For all proposed cross sections, please show transverse slopes of minimum 2.0% for roadways, 1.0% for parking areas, type of asphalt, and LBR requirements for limerock and subgrade.
26. Cross sections must show LBR 40 subgrade material under sidewalks and limerock under paver sidewalks.

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.



27. Longitudinal slopes of pavement must be a minimum 0.4%.
28. Clearly identify all curbs width on the provided cross-sections.
29. Show a minimum of 4 ft. setback from all stop bars to crosswalks.
30. Show the clear sight triangles for the proposed ingress / egress of the project.
31. All pavement markings and signage shall be in accordance with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD).

STORMWATER COLLECTION SYSTEM

32. Provide all invert elevations for all proposed catch / drainage basins.
33. Provide flow arrows throughout the site and in vicinity of driveways defining stormwater runoff.
34. Ensure that all proposed drainage structures maintain a minimum of 6 feet horizontal separation from all City utilities.
35. Show the location of the proposed PRBs within the proposed drainage system.
36. All drainage structures must follow City of Coconut Creek Standard Details.
37. Provide stormwater calculations for the new development.
38. Using the parking lot for retention is not recommended by the City of Coconut Creek. Please submit statement of acknowledgement from the OWNER of the parking area possibly flooding during 25 and 100 year storm events. (Acknowledgment can be provided as a formal letter or email).
39. Provide a drainage structure table.
40. PDD-1 sheet, detail "manhole/catch basin detail PDD-1" depicts a "weep hole". The City does not permit "weep holes" within structures.

WATER DISTRIBUTION SYSTEM

41. All proposed water lines must be located within a utility easement up to the water meter. Utility easements must be at least 12 feet wide. Proposed utility easement does not encapsulate all meter boxes.
42. City suggests to provide a looped water distribution system from different main lines to reduce redundancy and to allow isolations without discontinuing services to residents / businesses.
43. Provide one additional gate valve at the point of connection for testing purposes.
44. Show length (LF) and material of each proposed 8" water main segment on 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.



45. Per City Code Sec.13-242 (7), valves shall be installed so that the maximum length of pipe between any two (2) valves is one thousand (1,000) linear feet for residential areas.
46. Show all proposed water sampling locations on the plan.
47. Per City Code Sec.13-242, all proposed fire hydrant assemblies must come off the water main with a 6 inch line and gate valve.
48. Add fire hydrant clear zone detail to the plans provided in the City Code Sec.13-276. Fire Hydrants must be located 4 to 7 feet from back of the curb.
49. Per City Code Sec.13-242 (5), a fire hydrant must be installed every 300 feet in residential areas.
50. Provide bollards for proposed fire hydrants.
51. Provide water service line type, size, and details. Service lines material must be Polyethylene. The City prefers 2 inch water service lines.
52. Water meter boxes cannot be placed on driveways and / or sidewalks. Revise location for easy access and maintenance.
53. Per City Code Sec.13-242, Fire Flow Calculations (flow required of the sprinkler system plus the anticipated hose stream or manual fire-fighting requirements) must be submitted at final engineering review as outlined in the I.S.O. (Insurance Services Organization) Fire Suppression Rating Schedule.

WASTEWATER COLLECTION SYSTEM

54. All proposed wastewater lines must be located within an easement up to the first clean-out that will be maintained by the city.
55. Provide invert and rim elevations for all maintenance access structures (MAS).
56. 0.10 feet invert elevation drop is required between all proposed MAS.
57. A minimum slope of 0.4 feet per every 100 feet must be maintained between all proposed MAS.
58. Provide the length (LF) of each wastewater main segment.
59. Provide type, material, and size for all proposed wastewater laterals. Per City Code Sec.13-256, the minimum size for laterals is 6" (SDR-26) and the maximum length shall not exceed 150' ft. in length.
60. Wastewater laterals must come out from the main trunk not the proposed MAS.
61. Conflict table must be provided for all utility crossing.
62. MAS spacing must not exceed 300' ft. per City standard (Sec.5-3 (4)).

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.



63. Please explain the purpose of having two laterals serving buildings 5 and 6, while all others have only one despite having more units.

RECLAIMED WATER AND IRRIGATION

64. Reclaimed water connections for irrigation purposes are not shown on the plans.
65. Identify on plans the connection to the existing reclaimed water line along Cullum road.

LANDSCAPING

66. Landscape, lighting, and/or irrigation shall not conflict with and shall maintain a minimum of 6 foot (10 feet preferred) separation from existing and proposed water, wastewater, and drainage.
67. Water meter and City clean out must be clear of any landscape. Please maintain at least 4 feet clearance (6 feet preferred).
68. Trees are not allowed to be placed within utility easements.
69. All fire hydrant clear zones shall be free of landscape (except sod), mailboxes, parking, lamp-posts and all other objects.
70. Ensure trees do not obstruct clear sight triangle at stop sign intersections. Show sight triangles on plans.

FIRE

1. Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft. from the fire department access roads as measured by an approved route around the exterior of the building or facility (NFPA 1-18.2.3.2.2). Shall be permitted to increase to 450 feet if the building is equipped with an approved automatic sprinkler system.

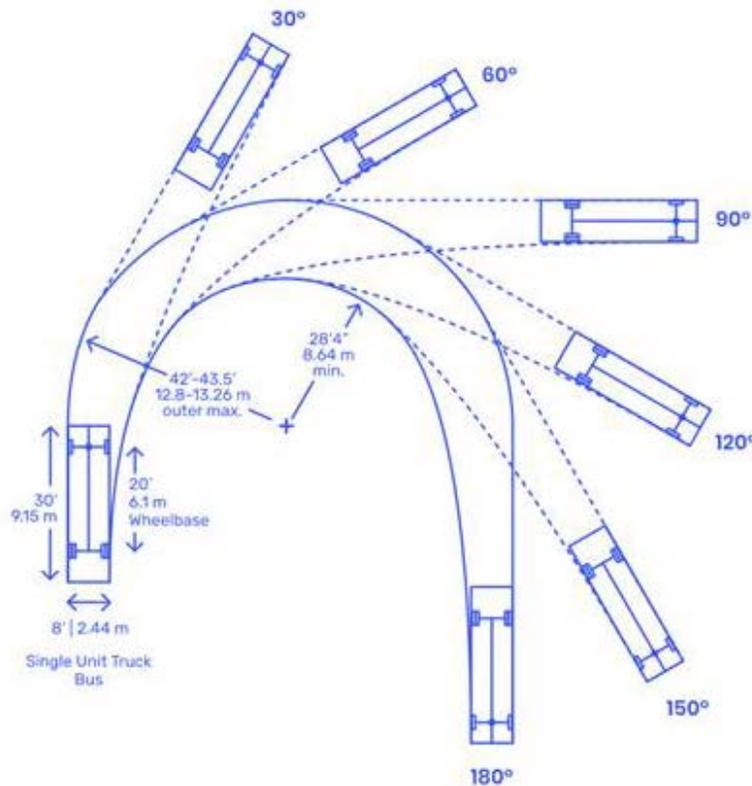
The Fire Truck Route Plan shall show turning radius dimensions.

A vehicle's turning circle is the radius (or diameter) measured by the outer wheels of the vehicle while making a complete turn, without any physical conflicts (i.e. curbs, light poles, fire hydrants, etc.);

A minimum inner turning radius of 28'4" | 8.64 m should be provided for a bus or single-unit truck making a 180° turn.

The turning path of a City Fire Truck measures the minimum possible turning radius necessary for performing a U-turn in a vehicle with a 20' wheelbase; (6.1 m) wheelbase.

Measuring the inner and outer radii of the 180° turn, a minimum inner radius of 28'4" (8.64 m) and minimum outer radius between 42'-43.5; (12.8-13.26 m) should be provided for City Fire Trucks;



2. The maximum distance to a fire hydrant from the closest point on a building shall not exceed 400 feet. The maximum distance between fire hydrants shall not exceed 500 feet (NFPA 1-18.5.3). Provide dimensions showing these distances are met. Measurements are taken as the fire truck travels.
3. Using table 18.4.5.2.1 in NFPA state the minimum required fire flow for the building with the most total square footage. Include the construction type of the building. Show the minimum number of fire hydrants required per the required fire flow (NFPA 1-18.5.4). The aggregate fire flow capacity of all fire hydrants within 1000 ft. of a building shall not be less than the required fire flow determined with Sec.18.4. (NFPA 1-18.5.4.2).
4. The FDC shall be located by a fire hydrant and on the same side of the street that has the fire hydrant. Fire department connections shall be visible and recognizable from the street of nearest point of fire department apparatus accessibility or on the street side of building. (NFPA 14-6.4.5.1.1) Fire department connections should be located and arranged so that hose lines can be readily and conveniently attached without interference from nearby objects, including buildings, fences posts, or other department connections. (NFPA 14-6.4.5.1).
5. Fire department access roads shall have an unobstructed vertical clearance of not less than 13 ft. 6 in. (NFPA 1-18.2.3.5.1.2).

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.



LANDSCAPING

1. Per aerials, it appears that there are existing trees on site. Existing canopy on site that is removed is to be mitigated for and tree disposition plans with mitigation calculations are to be provided. Invasive and nuisance plant material are exempt from mitigation.
2. Provide landscape requirement data tables that include all applicable code sections, such as overall landscape, perimeter landscape, foundation planting, divider medians, native, and diversification calculations.
3. Include the required 30 groundcovers per 40 linear feet calculation under the Residential Walkway requirement.
4. For the provided native calculations, provide the totals and provided quantities used in the percentage calculations.
5. As stated in previous MainStreet site plan reviews, coordination with adjacent greenways and streetscapes as it pertains to landscaping is crucial. Providing landscape overlays within the blocks and providing additional landscape plans as reference will be necessary to provide a complete review.
6. Provide City Standard Landscape notes on plans. A copy of the notes in Word are available upon request.
7. Review native designations in plant schedule. Several species listed as native are not. Revise native calculations.
8. One of the main design intents for the MainStreet development is to provide native and Florida friendly plant material to conserve water, attract native wildlife, and create a site that is integrated into the natural surroundings. It is strongly recommended that the proposed landscape goes beyond the code minimums to achieve this design intent.
9. Revise utility setback notes that reference Palm Beach County.
10. Proposed Cocoplum hedge (CHR) is to be continuous to provide screening. Revise specified spread and on-center spacing.
11. Revise Green Island Ficus planting specification to achieve a minimum of 50% coverage at time of planting.
12. Recommend increasing minimum spreads or lowering on-center spacing for shrubs/ groundcovers to provide more coverage at time of planting.
13. Provide sight triangles at the intersections of the ROW and ingress / egress locations. Adjust landscape as needed.

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.



14. Recommend providing dashed circles on the plans for light pole locations to demonstrate compliance. A minimum of 15' separation is required from shade trees, and a minimum of 7.5' is required for small trees and palms.
15. For Buildings #5 and #6, the facades facing Banks Road would require the two tiers of landscape material, not counting trees, palms, or sod.
16. Provide, dimension, and label all easements on the landscape plans. Trees and Palms are not permitted within any easements.
17. Revise root barrier detail and notes. Trees and Palms planted within 6' of utilities and hardscape elements are required to use root barrier.
18. Wires and rubber tubing are not permitted in the City for bracing. Revise planting details to provide bio-degradable twine in conjunction with wellington tape where the twine is the only portion that is in contact with the trunk.
19. Due to some smaller landscape areas with proposed trees, the use of structural soil or modular suspended pavement system is to be incorporated into the plans to allow for the proper root growth of landscape material. Include limits and details, as necessary.
20. Additional comments may be provided upon review of the re-submittal application.

Linear (Lakeside) Park Plans:

1. Provide landscape requirement data table for the linear park. Table should include native calculations, canopy percentage coverage, shrub/ groundcover percentage coverage, and diversification calculations per the PMDD documents.
2. One of the main design intents for the Main Street development is to provide native and Florida friendly plant material to conserve water, attract native wildlife, and create a site that is integrated into the natural surroundings. It is strongly recommended that the proposed landscape goes beyond the code minimums to achieve this design intent.
3. Further review of the pedestrian connections along Cullum Road is needed where there are three proposed sidewalks running east / west.
4. The rear façade of Buildings #2, 3, and 4 all have fencing and gate access to the adjacent Linear (Lakeside) Park. What is the specifications for the fence and is the intent to have pedestrian walkways to allow the residence access to the park on the east?
5. Further discussion with staff is warranted regarding the necessary landscape between Buildings #1, 2, 3, and 4 and the adjacent park areas. Besides the proposed trees, much of the area is sod which is not consistent with the MainStreet design standards.
6. Provide, dimension, and label all easements on the landscape plans if applicable. Trees and Palms are not permitted within any easements.
7. Provide City Standard Landscape notes on plans. A copy of the notes in Word are available upon request.



8. Wires and rubber tubing are not permitted in the City for bracing. Revise planting details to provide bio-degradable twine in conjunction with wellington tape where the twine is the only portion that is in contact with the trunk.
9. Additional comments may be provided upon review of the re-submittal application.

PHOTOMETRICS

1. The photometric plan shall include all lighting including parking, exterior building, signage, and landscaping. Please provide all additional lighting/footcandles not currently shown on the plans or state that no additional lighting will be provided.
2. The photometric plan shall provide footcandle values to all property lines.
3. When designing the lighting for the buildings facing the park/lake/wetland, take great care to shield lighting that might disrupt wildlife activity.
4. Is lighting planned for the linear park?
5. As a reminder, per the lighting ordinance, wallpacks and flood lighting are prohibited unless they are dark sky rated and used as such.
6. Be advised that the site lighting will be measured in the field using a light meter to ensure that the 10 fc limit is not exceeded. The building C.O. is predicated on meeting this requirement.
7. Additional comments may be provided upon review of revised plans.

POLICE

1. Provide a clear connectivity plan on how the greenways will intersect with the roadways. Are crosswalks in the proposal? If so, what are the locations?
2. Ensure that proper lighting of the park and greenway is installed throughout while maintaining the standard for the photometric Code. Plan was not provided for this.
3. Install IP surveillance cameras throughout the park that can be tied into the Alert System with the police department for immediate monitoring by the Real Time Crime Center in the event of an emergency.
4. Will the residential section of block 11 be gated? If so, gate remote access will be required for PD and Fire.
5. This project is subject to further review as the project progresses.



SUSTAINABILITY

General

1. Refer to zoning comments for:
 - a) Planning and Zoning Board and City Commission presentations.
 - b) Public meeting package submittal requirements.
 - c) Public outreach requirements.
2. Additional comments may be provided at DRC meeting and/or upon review of revised application.
3. This site/buildings must be green certified by either Florida Green Building Coalition, Green Globes, or LEED. Identify which certification this site will acquire and any efforts made to this end to date.
4. For future submittals, affix the Sustainability Checklist to a sheet in the drawing set. A copy of the "green" data sheet is available upon request.

Chapter 13-320 LDC

5. The elements represented on the project relative to compliance with LDC Chapter 13-320 are meant to exceed the Florida Building Code and Florida Energy Code requirements. Respond to all sections with this in mind.
6. Sec.13-320(b)(1) – All new development or redevelopment applicants must retain a LEED accredited professional within their planning team. Professional shall be an active participant in the development of "green" standards proposed for the project. Identify the LEED professional and their role on this project.
7. Answers such as, "as much as possible" are not quantifiable nor are they sufficient. Provide percentage goals and additional information.
8. Provide examples of meeting elements of this chapter, for example, the inclusion of EV chargers to provide for alternative transportation. Construction prevention, "BMP's such as, [example].

Green Plan

9. 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 DRC process. Provided below is a list of action steps from the plan that may be used for this project.
10. *Action Item 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. Identify required "Green Technology" for this site.
11. *Action Item 2.1* – Achieve 40% tree canopy coverage throughout the City with maximum tree coverage on public and private land by 2020. Provide tree canopy coverage percentage for this site.
12. *Action Item 2.2* – Achieve 40% "greenroof" (vegetation or material) coverage for new construction in MainStreet Project Area and 10% greenroof coverage for new construction for areas outside of MainStreet. Staff recognizes "greenroof" to mean high albedo paint or vegetation.

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.



13. *Action 5.1* – Increase recycling throughout the City.
14. Action Item 5.3 - Require all construction and demolition debris to divert 75% of waste from landfills. Fulfill this through a contract with the appropriate contractor at the time of construction.
15. Action Item 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. Respond to how this site accomplishes this goal.
16. Action Item 6.4 - Implement an alternative vehicle parking program to designated parking areas for alternative vehicles in developments throughout the City by 2020. Respond to this with information on the EV charging stations for this site.
17. Identify future EV charging locations on the site plan that will be sleeved for electrical.

Resolution 2020-063

18. Pursuant to Resolution 2020-063, the City of Coconut Creek has embarked on a mission to reduce single-use plastics and non-recyclable material in its own operations and as a means to lead-by-example for the community. Add to the sustainability checklist sheet a commitment to the following:
 - Green Checklist: Develop a checklist to ensure sustainable event/meeting planning. An example is available from the City.
 - Water Fountains: Provide smart water fountains/touchless bottle refill stations on site.
 - Recycling: In addition to on-site recycling, provide information regarding the new “Recycle Right Drop-Off Facility” behind the Police Department adjacent to Lyons Road.
 - Purchasing: Commit to green products (no polystyrene) and earth-friendly cleaning supplies.

TRANSPORTATION

1. Solid waste collection shall be performed by a private hauler. Provide a statement that the solid waste dumpster(s) provided can serve the residential units proposed for Block 11’s future development.
2. Some of the off-street parking spaces appear to be too close to Banks Road and the driveway operation. Dimension the driveway reservoir distance at each driveway from the right-of-way line from Banks Road.
3. Multifamily residential facilities often provide a loading and unloading area for future residents or tenants. Provide a narrative on how or where loading and unloading will occur for a future 124-unit residential complex.
4. Provide a typical parking detail for both 90-degree parking spaces (10 x 20) and on-street parallel parking spaces.
5. Provide a typical handicap parking detail.

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.



6. Are these proposed residential units to be rental apartments or fee simple units? Will there be a Master HOA for Block 11? Will each building be served with a master meter for utility service?
7. Provide the total pervious/impervious area for Block 11. Provide the open space calculations for Block 11.
8. Dimension all drive isles. One drive isle near Building No. 3 was noted to be 23.8 feet in width. The drive isle width has a minimum distance requirement of 24-feet when adjacent to 10 x 20 foot parking spaces. This minimum requirement expands as the parking stall size decreases.
9. Will Block 11 be a gated community? If so, identify the gate locations, operation, call box location, etc.
10. Provide an updated Pavement, Marking and Signage Plan that reflects the typical details outlined in the City's Engineering Design Standards Manual.
11. Provide a convenient location for a bike rack at the restaurant and the retail buildings.
12. Provide a typical bike rack detail.
13. Provide a fire truck access route on a separate plan using the B-40 bus template.
14. Provide additional horizontal control on the Civil Engineering Plans for the driveway connection onto Banks Road. Dimension the driveway width, reservoir distance, right-of-way line, radii, etc.
15. Identify a phasing plan for both Banks Road and Cullum Road. When will these facilities be constructed? When will other amenities such as the DRI Park "C" be constructed?
16. Provide a construction phasing plan for Block 11. Clearly identify all of the landscaping, lighting, off-street parking, solid waste collection, handicap parking, accessible routes to building entrances as well as pedestrian connections to the mail kiosks and Banks Road and Cullum Road within each building phase.
17. The traffic statement has been received and is being reviewed by City Staff.
18. Additional Comments may be forthcoming.

URBAN DESIGN AND DEVELOPMENT

General Comments

1. The intent of the MainStreet District is to provide for sustainable, mixed-use, pedestrian friendly development. MainStreet Design Standards (MSDS) serve as a design framework for all projects within the MainStreet Project Area (MSPA). The City expects projects within the MSPA to be consistent with the MSDS as approved by the City Commission. If an application does not meet the MSDS and principles then reasons why must be identified *and alternate solutions must be proposed that maintain of the overall MainStreet concept*. When MSDS standards do not provide guidance,

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 City's Land Development Code shall apply. *This application is pending consideration and approval of alternate design solutions per proposed PMDD.*

2. Vesting of property entitlements is completed by Ordinance with site plan approval. Be advised, the City Commission may place restrictions or development conditions.
3. Outstanding PMDD comments may impact this site plan. Comments herein may not cover all concerns. Changes to the PMDD may trigger changes to this site plan. *Refer to comment #1.*
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. *Please acknowledge and provide name and contact information for person(s) responsible for reimbursement to the City.*
5. 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.
6. Additional comments may be provided at DRC meeting and upon review of any revised plans.
7. An address request letter must be submitted to the Sustainable Development Department with an 11"x17" site plan and \$300.00 fee. Addresses, subject to Postal Service approval, will not be issued until the site plan has been approved by the City Commission.

Plat

8. Review of concurrent plat application and required dedication of right-of-way, public access easements, utility easements, buffers etc., may impact this site design.

Public Meetings

9. Applicant shall make a PowerPoint presentation at Planning and Zoning Board and City Commission hearings including color renderings and aerials of the project, as applicable.
10. Prior to the Planning and Zoning Board hearing, applicant shall provide one (1) digital copy, and, thirteen (13) printed sets, individually bound, stapled & 3-hole punched of the following to the City;
 - a. Site plan package;
Note: digital copy to be **unlocked and unsigned**.
Note: Printed copies to be no larger than 11"x17" in size.
 - b. PowerPoint presentation;
Note: Printed copies to be no larger than 11"x17" size.
 - c. Public outreach report;
 - d. Sustainable (Green) efforts;
 - e. Each set of DRC comment/response document:
Note: Printed copies to be 8.5"x11" in size.

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.



Public Outreach

11. 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 any required City public meetings. Provide correspondence demonstrating these efforts including a detailed accounting report of all 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.

Impact Fees

12. Division 5, Impact Fees, Section 13-118 through 13-126. Pursuant to Ord.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.

Underground Utilities

13. Refer to Sec.13-142, Underground Utilities, for requirements, exceptions, and timing details. *Ensure site plan and PMDD reflect appropriate notes as applicable.*

Overall Site Plan Comments

14. Overall site layout: Additional clarification is discussion is needed:
- Setbacks are shown measuring to the building, not accessory structures.
 - Setbacks leave little to no room for perimeter common area trees and landscaping.
 - Is this a for sale or rental development?
 - Common area landscaping including trees may not be located on privately owned property.
 - Detail use and types of proposed gates / enclosures at each building.
15. Public Access: Upon final site plan approval by the City Commission, property owner shall record public access easement(s) for all portions of sidewalks, plaza(s) areas, greenways, etc., that shall be located within private property but shall/may be used by the general public. Copies of recorded documentation must be provided to the City prior to building permit issuance for a principal building or for construction of referenced amenity.
16. Pedestrian connectivity: Provide additional connections between each building to greenway walkway on east side of project.
17. Architecture: Additional discussion is needed. While the MainStreet Design Standards do not dictate a particular style, architectural design will play a major role in defining the unique character of the MainStreet Project Area. Timeless building design should include real, durable, quality materials (in lieu of faux appliques or EIFS), variation in color palette, etc. Architecture shall contribute to the overall intent of the District and the MSDS.
18. Sustainable elements: The City expects projects within the MainStreet Project Area to incorporate conspicuous displays of green technology, which can be easily seen by the general public while being an integral part of the project. Technologies can act as social, educational, or artistic elements that may also be integrated into the function of a building. Applicant may consider solar roof systems, rainwater collection/cisterns, and green screens just to name a few, as part of the conspicuous display of green technology requirement.



19. The City Commission has approved a City Amenities Package with uniform standards for street and pedestrian lighting, benches, trash receptacles, bus shelters, etc. Applicant shall coordinate with staff on incorporating these and other elements into the project.

Site Plan

20. Site plans must stand alone without the need to reference the PMDD for *basic* information including but not limited to public vs private spaces, off-site phased improvements, etc. Additional graphics, plan sheets and details will be necessary to address comments.
21. Sec.13-241(b) – All sidewalks shall have a minimum width of five (5) feet. Vehicle overhangs may not encroach within this minimum requirement.
22. Site plan shall include details, notes, drawings or pictures for proposed sustainable elements and other technologies that demonstrate purpose and function for the project.
23. Site data table to include square footage both indoor and outdoor area, number of bedrooms, number of units, etc., for each unit type and building type. Refer to impact fees comment.
24. Show dimensioned access easement location on plans, as applicable.
25. Show location of temporary construction trailer if one is proposed.
26. Ensure all site features are labeled and identified.
27. Staff is unable to locate bike racks within the project. Please address.
28. Review site plan to determine where unnecessary non-pervious areas can be minimized to provide additional green space around the buildings.
29. Multiple banks of mechanical equipment throughout the site is both a noise concern and unsightly. Additional discussion is warranted. See comment below.
30. In addition to the mechanical equipment, ensure all buildings reflect location of other ground mounted equipment including FPL transformer boxes. This equipment in addition to mechanical equipment, fire hydrants which require “clear” zones, squeezed into limited building foundation planting area is concerning. Refer to comment #28 above.
31. Sec.13-379(4): The location of walls or fences in required buffers cannot be closer than fifteen (15) feet from the perimeter or right-of-way. Provide dimension. If a fence is proposed, show location on plan and provide fence details including style, height and color. Refer to Overall Site Layout comment above.

Refuse

32. Provide approval from Republic Services, (waste provider), (954-583-1830).
33. Sec.13-443(11)a - Dumpster screening. Enclosure to have opaque metal gates. Provide detail.



34. Provide pedestrian opening on side of all enclosures with pedestrian access to minimize usage of large access gates.

Parking

35. MSDS all uses: Travel lane widths shall be a minimum of eleven (11) feet.
36. MSDS all uses: Perpendicular parking spaces shall be 9'-0" wide and 18' long minimum.
37. All residential and nonresidential parking spaces may include a maximum two (2) foot vehicle overhang over a sidewalk or landscape area. However, that vehicle overhang may not be counted towards meeting minimum sidewalk and landscape width requirements.
38. Sec.13-399(g): Parking facility design standards. *Provide dimensions as applicable.*
Drive aisles and lanes:
- One-way drive aisles: minimum sixteen (16) feet wide.
 - Perpendicular: Where spaces are ninety (90) degrees to direction of movement on both sides of an aisle, the minimum aisle width shall be twenty-four (24) feet.
39. Sec.13-399(k): Parking facility design standards. *Provide dimensions as applicable.*
Access drives from public rights-of way to be designed to prevent vehicle maneuvering within any portion of entrance drive within fifty (50) feet of the right-of-way line of any public street.
40. Sec.13-399(m): Access aisles to parking spaces shall not exceed three hundred fifty (350) feet in length. Provide dimensions and revise plan accordingly.
41. Sec.13-400, Residential use parking space requirements:
Minimum number of required parking spaces for each residential use or occupancy shall be:
- (2) Dwelling, multifamily:
- d. Multiple-family buildings shall be required to provide supplemental guest parking spaces equal to a minimum of ten (10) percent of the spaces required above. *Revise parking & data table.*
 - e. If multifamily buildings have more than fifty (50) percent three (3) or more bedrooms, the supplemental guest parking spaces must be provided to a minimum of twelve (12) percent of the spaces required above. *Revise accordingly.*
 - g. If multifamily complexes charge for covered or uncovered parking, each space being charged shall be in excess of the total number of required parking spaces or shall be part of a mandatory amenity package per unit and shall be submitted by the applicant and reviewed, approved with conditions, or denied by the city commission to ensure appropriate parking availability and distribution.
 - h. In addition to the above, multifamily complexes shall submit a parking "bubble plan" indicating the location of the required resident and guest parking per building, along with any excess parking that will be provided. *Provide parking plan.*
42. Sec.13-407(b) - When units or measurement that determine total number of required off-street parking spaces result in a fractional space, such fraction requires a full off-street parking space.



Elevations

43. Additional discussion is needed. While the MainStreet Design Standards do not dictate a particular style, architectural design will play a major role in defining the unique character of the MainStreet Project Area. Timeless building design should include real, durable, quality materials (in lieu of faux appliques or EIFS), variation in color palette, etc. Architecture shall contribute to the overall intent of the District and the MSDS. *See comment below.*
44. Detail all elevations to show maximum roof height, colors and finishes for all elements.
45. Provide details on roof mounted equipment (if proposed) and material or methods to be used as screening. A line of sight plan may be provided. *Refer to comment above.*
46. Show light fixtures on elevations. Provide details and color. Include in photometric calculations.

Signage

47. Site plan is missing a sign locations and details. A sign plan should be included in the site plan package for any site signage, directional signage, wayfinding, and building signage. *Refer to Section 13-471 for sign review procedures.*
48. Refer to the city's sign code section to develop a sign package. The following code sections have been identified to assist in preparing sign details.
49. Sec.13-458 - Permitted and prohibited permanent and temporary signs.
50. Sec.13-459 - Schedule of permitted signs.
51. Sec.13-460 - General provisions for all signs.
52. Sec.13-466.6 - Ground identification signs.
53. Sec.13-468.1 - Address signs. Mandatory.
54. Sec.13-474 - Designer signs.
55. Sec.13-467.4 - Directional signs. (if applicable)
56. If ground signs are proposed, show locations on ALL plans with dimensions to property lines.