



CITY OF COCONUT CREEK
DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1
06-14-18

PROJECT NAME:		Country Lakes	
PROJECT NUMBER:		18050006	
LOCATION:		6800 NW 39 Ave	
APPLICANT/AGENT:		Victor Huggins	
REVIEW/APPLICATION		Plat	
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair	Liz Aguiar – Principal Planner	laguiar@coconutcreek.net	(954) 973-6756
Planning	Linda Whitman – Senior Planner	lwhitman@coconutcreek.net	(954) 973-6756
Planning	Natacha Josiah – Planner	NJosiah@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan - Chief Structural Inspector	sflanagan@coconutcreek.net	(954) 973-6750
Engineering	Eileen Cabrera - Engineer II	ecabrera@coconutcreek.net	(954) 973-6786
Engineering	Mohammed Albassam – Engineer I	KKandial@coconutcreek.net	(954) 973-6786
Fire	Jeff Gary – Fire Marshall	jgary@coconutcreek.net	(954) 973-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Brandi Delvecchio - Police Department	bdelvecchio@coconutcreek.net	(954) 956-6721

DEPARTMENT COMMENTS

BUILDING

APPROVED

ENGINEERING

APPROVED

FIRE

APPROVED

LANDSCAPE ARCHITECTURE

APPROVED

PLANNING AND ZONING

HOLD

General Comments

1. Applicant shall be prepared to make a PowerPoint (or other) presentation at the Planning and Zoning Board and City Commission meetings.

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.



2. Applicant will be required to provide one (1) full digital set of unlocked and unsigned plans, one (1) digital set of PowerPoint presentation and twelve (12) sets of site plan packages in 11"x17" size prior to the Planning and Zoning Board meeting. Copies are required only when all revisions have been made and application is in substantial compliance with applicable code requirements.
3. The City has retained professional services to conduct landscape review of all Development Review Applications. Consistent with Section 13-80(b) of the City's Land Development Code, the cost for these landscape review services shall be billed to the applicant on a cost recovery basis. Applicant shall provide contact information for the person(s) and/or department responsible for payments to the City. Provide contact information and payment acknowledgement.
4. Corrections shall be made to plans "addressing" and "correcting" each comment and re-submitted per digital submittal requirements. Acknowledgements may not be considered corrections. Written responses to comments shall be provided that guide staff to the appropriate sheet(s), page(s) or detail(s) where corrections have been made.
5. Building permit will not be issued until all outstanding DRC items have been addressed and outstanding fees have been paid.
6. Sec.13-351 – Building permits will not be issued until the Plat has recorded.
7. Additional comments may be provided at DRC meeting and/or upon review of any revised plans.
8. Sec.13-81(14)b. – Any DRC application continued or inactive for more than six (6) months will be considered null and void and will be treated as a new application with applicable fees.

Plat

9. Proposed Plat shall indicate all easements deemed necessary by utility service providers. Easements when necessary shall be at least twelve (12) feet in width. Existing overhead utility lines on the south property line may require an easement. Provide language that prohibits encroachment into easement as required by code. Be advised, adding the easement to the plat may impact the site plan as proposed. Staff reserves the right to further review and comment.
10. Staff recommends the addition of the abutting Stardust Lane road. As shown and without the benefit of a survey, the subject property appears to be land-locked.
11. This property is subject to a Public Sites and Open Spaces dedication or fee in-lieu pursuant to Section 13-267 of the City's Land Development Code. Revise plan or respond accordingly.



12. Sec.13-140(g) – The burden of showing compliance with levels of service requirements shall be upon the developer. The following list itemizes compliance criteria, which shall provide sufficient and verifiable information showing compliance.

PRESERVATION

13. Land Development Code Requirement: 35% Gross Land Area
Does this requirement meet Section 13-140 of the Land Development Code?
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

14. Land Development Code requirements: 5% of gross land area (standard residential plats four (4) acres in size or larger.
applies to

Does this requirement meet Section 13-267 of the Land Development Code?

WATER AND SEWER

15. Land Development Code Requirements: Water - 100 gal/capita/day
Sewer - 90 gal/capita/day (average)
180 gal/capita/day (peak)

Does this requirement meet Section 13-140 of the Land Development Code?

Confirm that the City has reserved adequate water and sewer capacity to serve this plat as part of the Large User Agreement with Broward County Utilities.

LOCAL ROADS

16. Land Development Code Requirements: Level of Service

Does this requirement meet Section 13-140 of the Land Development Code?

DRAINAGE

17. Land Development Code Requirement: Public/private road elevation – 5 yr/1 day storm event.

Finished floor elevation – 100-yr./3 day event

Does this requirement meet Section 13-140 of the Land Development Code?

Design criteria for any development must meet the requirements of the Cocomar Drainage District and the South Florida Water Management District.

SOLID WASTE

18. Land Development Code Requirement: Residential - 8.9 lbs. per capita per day

Does this requirement meet Section 13-140 of the Land Development Code?

POLICE



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DEPARTMENT COMMENTS

BUILDING

APPROVED

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

ENGINEERING

HOLD

GENERAL COMMENTS

1. Please note that comments provided are based on a preliminary engineering review and the project is subject to further review for compliance with the City's Code of Ordinances and the Utilities & Engineering Standards Manual at Final Engineering review.
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, Growth Management Department (BCEPGMD) or any other applicable agency shall be obtained and submitted to the Engineering Division prior to issuance of an Engineering permit.

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4. Under utility providers in the water and sewer section, replace YUGAL LALL with ROGER VEILE.

TRAFFIC ENGINEERING

5. Street width should be 20 feet for one way and 24 feet for two way.

ROADWAY AND PAVEMENT

6. Provide pavement cross sections at final engineering review.

DRAINAGE COLLECTION SYSTEM

7. Stormwater calculations and approvals from Broward County shall be provided at Final Engineering Review.
8. HDPE pipe type is required for drainage.

WATER SUPPLY SYSTEM

9. Water point of connection should be double valve for testing purposes.
10. Fire hydrants are required every 300 feet.
11. Remove the water sub-metering from the mobile homes.

LANDSCAPING, LIGHTING, AND IRRIGATION

12. 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.

SEWER COLLECTION SYSTEM

13. During heavy rainfalls, monthly average daily flows are 2 1/4 times higher than dry weather months.
 - a. This was the case as recently as in May 2018
14. During heavy rainfalls, city pump station equipment runs 24 hours a day for days where the average run times is around 3 hours a day.
 - a. This was observed on the City SCADA on May 21st.
15. Since execution of the Joint Stipulated Agreement, I/I ratio have been consistently above 100%.
 - a. This data is sent every month to Country lakes staff.
16. The City needs to receive quarterly pertinent related information attached to the report including, both not limited to:



- A. A map or drawing showing where work is being done and where work has been done
 - B. A list of work that has been done with respective timeline.
 - C. A detailed plan of action depicting how these lingering issues will be addressed.
 - D. A summary of funds spent since this agreement has been in place.
17. Need water design flow for entire development based on population completed by a professional engineer.
18. Need estimate of sprinkler usage for entire development based on design flow completed by professional engineer.
19. Estimate wastewater to be treated based on entire development by a professional engineer.
20. Calculate additional wastewater usage due to new 16-lot addition completed by a professional engineer.
21. Professional Engineer's certification that the existing lift station can handle the additional wastewater flow due to the addition of 16 lots.
22. Maximum manhole spacing is 300 feet.
23. The sewer lateral should be connected to the main line not to the manhole.

FIRE

APPROVED

GREEN

HOLD

General Comments

1. Corrections shall be made to plans "addressing" and "correcting" each comment and re-submitted per digital submittal requirements. Acknowledgements may not be considered corrections. Written responses to comments shall be provided that guide staff to the appropriate sheet(s), page(s) or detail(s) where corrections have been made.
2. Building permit will not be issued until all outstanding DRC items have been addressed and outstanding fees have been paid.
3. Additional comments may be provided at DRC meeting and/or upon review of any revised plans.

Green Plan Comments

4. The City Commission has adopted a City Green Plan, outlining city-wide "green" goals. Applicant shall make an effort to achieve goals outlined in the Green Plan during the site

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plan process. Staff has provided below, a list of action steps from the plan that may be used for this project. A comprehensive list may be viewed on the City's website under the "live green" tab.

5. *Action 1.6 – Ensure 100% of new development projects throughout the City contain conspicuous displays of green technology that function in the project design while providing a social, artistic, and environmental value. This Action Item relates to all development projects throughout the City, not just MainStreet. Please address.*
6. *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. Provide additional details for SRI value of roof finish.*
7. *Action 2.3 – Ensure public access to passive parks, recreational areas, open space, or greenway trails with ½ mile of all residents by 2020. Identify how this expansion will connect to the existing greenway connection for the park.*
8. *Action 3.3 – Increase the use of solar power in residential areas by 40% by 2020.*
9. *Action 6.4 – Implement an alternative vehicle parking program to designated parking areas for alternative vehicle in developments throughout the City by 2020. Applicant may consider installing an electric vehicle charging station.*

LANDSCAPE ARCHITECTURE

HOLD

Tree Disposition:

1. In the Justification Statement it mentions the removal of one tree. What tree is being removed?
2. Provide a data table of the existing trees on site that includes, tree ID #, botanical name, common name, size (caliper or clear trunk), canopy spread, canopy square footage, condition, and status (remain, relocate, remove).
3. For the removed tree, provide the mitigation calculation. Mitigation is based on canopy square footage removed.
4. Provide tree barricade detail and notes per Sec. 13-448 (n) for the trees and palms to remain.

Landscape:

1. Under the landscape requirements paragraph each code section requirement is in addition to each other, which will then have an overall total. Contact reviewer to discuss if needed.



2. For the plot requirement the total square footage used for the calculation shall be the only the pervious area on the plot. Hardscape and building areas should not be included.
3. Perimeter buffer is to be provided in the landscape requirements. In addition to the 5' width, 1 tree per 40 LF (1 tree per 30 LF for overhead wires) and a continuous hedge is to be proposed.
4. Provide light pole locations on the landscape plans and maintain a 15' setback from canopy trees or 7.5' from small trees/ palms. Show setback with a dashed circle.
5. Review the proximity of proposed trees to the proposed underground utilities. A few locations are extremely close and may cause issues later on. Note that if a tree or palm is within 6' of a utility, root barrier is required. Provide root barrier detail on the plans.
6. Note that AC units or any ground mounted equipment is to be screened with landscape. Provide notes and details on the plans stating this.
7. St. Augustine sod is to be used within the City. Replace Bahia with St. Augustine and provide irrigation as required.
8. Provide native calculations for the proposed plant material. Minimum 50% of each category is to be native. Categories are trees, palms, and shrub/groundcover.
9. Show native designation for plant species on the landscape material list.
10. Provide diversification calculations for proposed plan material. No more than 25% of one species is to be provided for each category. Categories will be the same as the native calculation.
11. Provide City standard landscape notes on the plans. Available upon request.
12. Potable water is not allowed for irrigation systems in the City. A well, surface water, or reclaimed water source is to be used. Revise plans accordingly.

PLANNING AND ZONING

HOLD

General Comments

1. Applicant shall be prepared to make a PowerPoint (or other) presentation at the Planning and Zoning Board and City Commission meetings which may include an overall site plan and color renderings.
2. Applicant will be required to provide one (1) full digital set of unlocked and unsigned plans, one (1) digital copy of PowerPoint presentation and twelve (12) sets of site plan packages in 11"x17" size prior to the Planning and Zoning Board meeting. Copies are required only when all revisions have been made and application is in substantial compliance with applicable code requirements.

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5. Applicant shall make every effort to ensure Community Involvement as part of this project review. Community involvement meetings shall provide information regarding proposed development to neighboring property owners, associations and businesses. Applicant shall submit a meeting report to the Director of Sustainable Development or her designee prior to being scheduled for the Planning and Zoning Board. Meeting report shall include an itemized accounting and correspondence demonstrating efforts including mailed notices, meeting notes etc.
6. An address request letter shall be submitted to the Sustainable Development Department along with an 11"x17" site plan and \$400.00 filing fee. All addresses, subject to City and Post Office approval, will only be assigned upon site plan approval by the City Commission.
7. Sec.13-81(14)c. – Final site plan revisions to 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.
8. Site plan is contingent upon Plat approval.
9. Building permits shall not be issued until the plat has been approved by the City Commission and recorded, Sec.13-161.
10. Building permit will not be issued until all outstanding DRC items have been addressed and outstanding fees have been paid.
11. Additional comments may be provided at DRC meeting and/or upon review of any revised plans.
12. Sec.13-81(14)b. – Any DRC application continued or inactive for more than six (6) months will be considered null and void and will be treated as a new application with applicable fees.

Underground Utilities / Waiver

13. Section 13-142, Underground Utilities. Pursuant to Ordinance 2005-032, any project seeking site plan approval will be required to place **all** utilities including existing overhead

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

Police and Fire Impact Fees

14. 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.

Sec. 13-37. Aesthetic design

15. Aesthetic design review shall be the responsibility of the planning and zoning board during the site plan review process. This section establishes criteria pertaining to appearance in the design of a site, buildings and structures, landscaping, signs, and other miscellaneous objects that are observed by the public

Enhancement of residential privacy.

16. Sec.13-37(b)(3) - Site plan shall provide reasonable visual and sound privacy for all adjacent dwelling units. Fences, walks, barriers and vegetation shall be arranged for protection and privacy. Provide a continuous fence/wall on the south property line.

Pedestrian circulation.

17. Sec.13-37(b)(6) - A pedestrian circulation system shall be provided which is separate from the vehicular circulation system. Clarify what existing pedestrian sidewalks exist within the park and how this project will continue that connection.

Architectural style

18. Sec.13-37(c)(3)a. - Architectural style is not restricted. Evaluation of the appearance of a project shall be based on the relationship to surroundings. Provide details for proposed mobile home units including typical floor plans and elevations.

19. Sec.13-37(c)(3)e. - Mechanical equipment or other utility hardware on the roof, ground, or buildings shall be screened from public view with materials harmonious with the building, or they shall be so located as not to be visible from any public ways. This provision does not apply to the installation of electric vehicle charging stations.



Site Plan

20. Provide a site data table that includes minimum and maximum standards for building height, building coverage, individual lot sizes, lot width, lot depth, front, side and rear setbacks, distance between buildings including future accessory structures such as sheds and carports, distance between building & VUA, open space, etc.
21. Lots #8 and #9 appear to be smaller than minimum required. Ensure compliance. (see comment above)
22. Staff has concerns over the mobile homes located on the south side and the proximity to the proposed dry treatment area bank. Applicant shall reconsider this design or provide substantial justification ensuring the safety of this design.
23. Sec.13-399(g) – All parking drives, lanes and aisles shall be a minimum of twelve (12) feet in width for each direction of movement.
24. Sec.13-400(1) – Two (2) spaces shall be provided for each mobile home dwelling unit.
25. Sec.13-407(d) - Calculating required parking. An off-street parking data box shall be provided, listing parking requirements, parking totals, and required parking versus provided.

Signs

26. Details were not provided for proposed signage. Thus, signage is not approved for this project. A separate sign review application may be required.

Photometric

27. Please review the City's new lighting ordinance and provide the required tables, Sec.13-374. Tables shall consider ALL lighting including individual lots
28. Be advised, per the lighting ordinance, flood lighting is prohibited.
29. Be advised, the lighting ordinance prohibits light trespass and glare and limits sky glow.

POLICE

APPROVED