



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #² JUNE 10, 2025

PROJECT NAME:	Lincoln Service Sign
PROJECT NUMBER:	PZ-25030004
LOCATION:	5501 W Sample Road
APPLICANT/AGENT:	Mark Brenchley Planning Consultant
REVIEW/APPLICATION:	Sign Deviation

DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair	Liz Aguiar – Assistant Director	laguiar@coconutcreek.net	(954) 973-6756
Urban Design & Development	Sustainable Development		
Sustainability, Urban Design & Photometrics	Linda Whitman – Sustainability Manager	lwhitman@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Natacha Josiah - Planner	njiosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan – Chief Building Official	sflanagan@coconutcreek.net	(954) 973-6750
Engineering	Eileen Cabrera - Senior Engineer	ecabrera@coconutcreek.net	(954) 973-6786
Fire	Ryan Banyas – Fire Marshal	rbanyas@coconutcreek.net	(954) 956-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Barbara Hendrickx - Police Department	bhendrickx@coconutcreek.net	(954) 956-1474
Public Works	Mike Heimbach- Project Manager	mheimbach@coconutcreek.net	(954) 956-1453

ALTERNATE REVIEWERS

Engineering	Thamar Joseph - Engineer I	tjoseph@coconutcreek.net	(954) 973-6786
Engineering	Muayad Mohammed- Engineer I	mmohammed@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 revision to the 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

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.



No comments at this time.

FIRE

No comments at this time.

LANDSCAPING

No comments at this time.

PHOTOMETRICS

No comments at this time.

POLICE

No comments at this time.

SUSTAINABILITY

No comments at this time.

TRANSPORTATION

No comments at this time.

URBAN DESIGN AND DEVELOPMENT

General Comments

1. Pending receipt of the following prior to the Planning and Zoning Board meeting:
 - a. Digital: One (1) complete set of each as follows:
 - Site plan - unlocked and unsigned.
 - PowerPoint presentation.
 - Each round of DRC response document.
 - b. Printed: Thirteen (13) complete sets, individually bound / stapled / 3-hole punched.
 - Site plan – 11"x17" in size.
 - PowerPoint – no larger than 11"x17" in size.
 - Public outreach report.
 - Each round of DRC response document, 8.5"x11" in size.



CITY OF COCONUT CREEK

DEVELOPMENT REVIEW COMMITTEE (DRC) REVIEW #1 – MARCH 27, 2025

PROJECT NAME:	Lincoln Service Sign		
PROJECT NUMBER:	PZ-25030004		
LOCATION:	5501 W Sample Road		
APPLICANT/AGENT:	Mark Branchley Planning Consultant		
REVIEW/APPLICATION:	Sign Deviation		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chair	Liz Aguiar – Assistant Director	laguiar@coconutcreek.net	(954) 973-6756
Urban Design & Development	Sustainable Development		
Sustainability, Urban Design & Photometrics	Linda Whitman – Sustainability Manager	lwhitman@coconutcreek.net	(954) 973-6756
Urban Design & Signage	Natacha Josiah - Planner	njiosiah@coconutcreek.net	(954) 973-6756
Transportation	Michael Righetti - Senior Project Manager	mrighetti@coconutcreek.net	(954) 973-6756
Building	Sean Flanagan – Chief Building Official	sflanagan@coconutcreek.net	(954) 973-6750
Engineering	Eileen Cabrera - Senior Engineer	ecabrera@coconutcreek.net	(954) 973-6786
Fire	Ryan Banyas – Fire Marshal	rbanyas@coconutcreek.net	(954) 956-1563
Landscape	Scott Peavler - Landscape (consultant)	speavler@craventhompson.com	(954) 739-6400
Police	Barbara Hendrickx - Police Department	bhendrickx@coconutcreek.net	(954) 956-6721
Public Works	Mike Heimbach- Project Manager	mheimbach@coconutcreek.net	(954) 956-1453
ALTERNATE REVIEWERS			
Engineering	Thamar Joseph - Engineer I	tjoseph@coconutcreek.net	(954) 973-6786
Engineering	Muayad Mohammed- Engineer I	mmohammed@coconutcreek.net	(954) 973-6786
Engineering	Steve Seegobin - Construction Supervisor	gseegobin@coconutcreek.net	(954) 973-6786

DEPARTMENTAL COMMENTS

BUILDING

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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

No comments at this time.

FIRE

No comments at this time.

LANDSCAPING

No comments at this time.

PHOTOMETRICS

No comments at this time.

POLICE

No comments at this time.

SUSTAINABILITY

No comments at this time.

TRANSPORTATION

No comments at this time.

URBAN DESIGN AND DEVELOPMENT

General Comments

1. Be advised, pursuant to the requirements of Section 166.033, Florida Statutes, 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. Prior to the Planning and Zoning Board meeting, applicant shall provide one (1) digital copy, and, thirteen (13) printed sets no larger than 11"x17" unless noted otherwise, individually bound, stapled & 3-hole punched of the following to the City;
 - a. Sign Deviation package;
 - Note: Digital copy to be **unlocked and unsigned.**
 - b. PowerPoint presentation
 - c. 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.