

# City of Coconut Creek Inter Office Memorandum

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**To:** Planning and Zoning Board

**Date:** April 9, 2025

**Through:** Justin Proffitt,   
Director of Sustainable Development

**Subject:** Land Development Code Amendment-  
Utilities and Engineering Standards  
Manual

**FROM:** Eileen Cabrera, Senior Engineer

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## **Request**

This is a request to amend the City's Land Development Code to amend the Utilities and Engineering Standards Manual.

## **Background**

The City's Code of Ordinance Section 13-236, "Purpose; Adoption of Utilities and Engineering Standards Manual," sets forth provisions pertaining to the Utilities and Engineering Standards Manual and adopts, by reference, the Utilities and Engineering Standards Manual (Manual). The current version of the Manual was last updated in 1999.

The Utilities and Engineering Department is committed to supporting a high quality of life for residents and businesses by delivering well-planned, cost-effective infrastructure, utilities, and services that meet industry standards while prioritizing public health and safety. The Manual outlines essential specifications and requirements for the design and construction of water, wastewater, reclaimed water, drainage infrastructure, roadways and site work. These standards serve as guidelines for the City of Coconut Creek, developers, engineering consultants, and contractors involved in site plan reviews, construction permitting, and site inspections.

While engineering standards, methods, and materials have improved since the Manual was originally adopted, over the years the City successfully implemented many of the improvements into its operation and internal standards within the structure of the existing Manual.

## **Discussion**

The City is committed to ensuring that the Utilities and Engineering Standards Manual is accurate and in compliance with current industry standards. The City is proposing to update the Manual to implement best practices and said standards. Utilities and Engineering staff worked alongside the Development Review Committee to ensure that

all changes were consistent throughout all the departments in the City. This update removes outdated information and reflects current industry standards. In summary:

- No major changes to the City's design and construction details and specifications were made.
- References to other agencies standards and/or Florida Statutes were updated.
- Updates for electronic files and electronic submittals were added.
- Permitting requirements and administrative processes were updated.
- Drawings were updated to show current industry practices.
- New drawings were added for frequently used details.
- Product Approval List was updated to reflect preferred materials.
- A new section on Reclaimed water was added.
- A new section on Erosion and Sedimentation Control was added.
- A new section on Specific Site Design Requirements was added.
- A new section on Supply and Installation of HDPE Pipe was added.
- A new provision to allow the City Engineer to update the manual for consistency with current industry standards as appropriate was implemented.

### **Recommendation**

Recommend to the City Commission approval of the Land Development Code amendment to Section 13-236, "Purpose; Adoption of Utilities and Engineering Standards Manual," to adopt an updated Utilities and Engineering Standards Manual by reference.

EC/JP/ae

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