

CITY OF FORT LAUDERDALE

DEVELOPMENT REVIEW COMMITTEE



CASE COMMENT REPORT

CASE NO. UDP-S25058



CITY OF FORT LAUDERDALE



CASE INFORMATION

CASE	UDP-S25058
PROJECT NAME	Fire Station #88
APPLICATION TYPE	Site Plan Level IV
APPROVAL LEVEL	City Commission
REQUEST	Site Plan Level IV: Public Purpose Use to Construct a New Fire Station
APPLICANT	City of Fort Lauderdale
AGENT	Katrina Pachecho, H2M Architects + Engineers, Inc.
PROPERTY ADDRESS	507 SE 11 Court
ABBREVIATED LEGAL DESCRIPTION	Lauderdale 2-9 D Lot 19,20 Blk 4
ZONING DISTRICT	Residential Office (RO) District
EXISTING LAND USE	South Regional Activity Center
COMMISSION DISTRICT	4 – Ben Sorensen
NEIGHBORHOOD ASSOCIATION	Downtown Fort Lauderdale Civic Association
SUBMITTED	December 26, 2025
COMPLETENESS ISSUED	February 27, 2026
STATE STATUTE 166.033 EXPIRATION	August 26, 2026 (180 Days)
CASE PLANNER	Karlanne Devonish, Principal Urban Planner

RESUBMITTAL INFORMATION

- Applicant must provide written responses to all DRC comments contained herein.
- Written responses must specify revisions made to the plans and indicate the sheet.
- Any additional documentation must be provided at time of resubmittal.
- Resubmittals must be conducted through the City's online citizen's portal LauderBuild.
- Questions can be directed to the Case Planner assigned to the case.



Case Number: UDP-S25058

CASE COMMENTS:

Please provide a response to the following:

1. Specify uses and occupancy classification per Chapter 3 of the 2023 FBC.
2. Show allowable height, allowable number of stories, and allowable area compliance per Chapter 5 of the 2023 FBC.
3. Provide building construction type designation per Chapter 6 of the 2023 FBC.
4. Specify fire-resistance rating requirements based on building separation and construction type per Tables 601 and 705.5 of the 2023 FBC.
5. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the 2023 FBC.
6. Indicate code compliant sprinkler system per Section 903 of the 2023 FBC
7. Provide accessible route connecting accessible parking spaces to building entrances per 2023 FBC Accessibility volume.
8. Show that the openings in the exterior walls adjacent to the north and east property lines meet the requirements of Table 705.8 of the 2023 FBC.
9. Reference the 2023 Florida Building Code 8th edition on plan for the proposed development.

GENERAL COMMENTS

The following comments are for informational purposes. Please consider the following prior to submittal for Final DRC:

1. The Florida Building Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.
2. All projects must consider safeguards during the construction process. FBC Chapter 33 delineates various safeguards that may apply during the construction phase. All structures associated with the protection of pedestrians will require a separate permit. A licensed professional must sign and seal the plans and specifications.
3. The City of Fort Lauderdale is a participating municipality in the National Flood Insurance Program (NFIP). The requirements specific to the City of Fort Lauderdale can be found in

Chapter 14 - FLOODPLAIN MANAGEMENT of the Code of Ordinances and accessed at;

- a. https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH14FLMA

Please consider the following prior to submittal for Building Permit:

1. On December 31st, 2023 the 8th Edition of the Florida Building Code was adopted. All work described in Section 101.2, of the Broward County Administrative portion of the Florida Building Code, will govern the administration and enforcement of the proposed work. Each building and or structure will require a separate permit. The following websites will assist in the design considerations:
 - b. <https://www.fortlauderdale.gov/government/departments-a-h/development-services/building-services>
 - c. https://floridabuilding.org/bc/bc_default.aspx
 - d. <http://www.broward.org/codeappeals/pages/default.aspx>



Case Number: UDP-S25058

CASE COMMENTS:

Prior to City Commission Meeting sign-off, please provide updated plans and written response to the following review comments:

1. Prepare service demand calculations for water & wastewater services and obtain a letter of service availability from the City's Public Works – Engineering Department in order to meet the City's adequacy requirements per ULDR Section 47-25.2 of the City's Code of Ordinances. Submit water and wastewater capacity availability request form and documents/ plans at <https://www.fortlauderdale.gov/government/departments-a-h/development-services/building-services/engineering-permits/development-review-committee-service-demand-calculations-for-water-sewer-request-form>
2. Provide a current signed and sealed boundary and topographic survey showing all above ground improvements, utilities, rights of way dimensions and all easements. This survey shall be based on a Standard Title Commitment issued by a title insurer licensed to do business in Florida or an Opinion of Title issued by an attorney admitted to the Florida Bar. The title commitment or Opinion of Title must have an effective date no more than thirty days prior to the date of submitting the survey and must be certified to the City of Fort Lauderdale. If any encumbrances are found in the property, provide a copy of the recorded documents accordingly (i.e. easements, dedications, agreements, vacations, etc.).
3. Provide disposition of existing utilities on-site and within the adjacent right of way that may be impacted by the proposed development. Label information on plans (i.e. utility to remain/ be relocated/ removed). Provide correspondence from utility owner (as applicable) and depict any additional requirements they may have on plan (i.e. easements). Utilities include but are not limited to above and underground water, sewer, drainage, electrical, communications, light/power poles, down guys, fire hydrants, manholes, etc.
4. Submit a formal Site Plan that features all critical dimensions for the proposed development, such as building setbacks, parking lot access, driveway widths, sidewalk dimensions, and typical roadway travel lane (including any on-street parallel parking) widths for SE 11 CT and the alley.
5. Clearly indicate on plans the limits of construction and how the proposed improvements will transition into the existing (on-site and off-site) as applicable.
 - a. Continue concrete sidewalk across driveway access points as per the city engineering standard details.
6. Per ULDR Section 47-2.2.Q, show and label sight triangles as appropriate for safe and adequate access of drivers and pedestrians, on the Site Plan, Landscape Plans, and Civil Plans: intersections of driveways with streets and alleys (10' measured from intersection point of pavement edges), alleys with alleys (15' measured from intersection point of extended property lines), alleys with streets (15' measured from intersection point of extended property lines), and streets with streets (25' measured from intersection point of extended property lines). Per ULDR Section 47-19.1.E, no accessory use or structure shall be permitted within a sight triangle except as provided in ULDR Section 47-35. Ensure sight triangles are also depicted on adjacent driveways that would be impacted by proposed improvements on this project. Sight triangles located at the intersection of a local street or driveway with a right-of-way under County, State or Federal jurisdictions, are subject to the sight visibility requirements of those jurisdictions.



7. Clearly depict trash enclosure on site plan.
 - a. Show truck turning movements in and out the proposed dumpster enclosure/ building as applicable.
 - b. Ensure sufficient height clearance is provided within the garage for truck access.
 - c. Per ULDR Section 47-19.4.D.6, all dumpster enclosures and adjacent service access drive shall be placed on poured concrete, solid or perforated interlocking concrete block paving (ICB), or any existing hardened paving system. A concrete apron shall also be placed entirely on private property.
 - d. Should dumpster be required to have a drain per ULDR Section 47-19.4.D.7, drain shall be connected to a grease traps, oil / sand separators prior to connection to sanitary public system. Also, the drain shall be protected from stormwater inflow from a 100-year design storm event. (P19)
8. Provide and label typical roadway cross-sections for the proposed development side of SE 11 CT and the alley, at driveway access points, and at landscape swale areas (i.e. between travel lane and sidewalk) as appropriate. Cross sections should show existing right of way.
9. Parking facility entries and exits must be from or to an improved right-of-way a minimum of 20' width or an improved right-of-way designated by the city as one-way, per ULDR Section 47-20.5.B.2. To comply with this legal requirement, remove the access point to the parking facility from the Alley as has been previously disc.
10. Existing public sidewalks adjacent to the proposed development (to remain) must be inspected by the Engineer of Record to ensure existing sidewalks meet ADA standards and are in good condition. A signed and sealed assessment must be provided indicating sidewalks were inspected and any sidewalk replacement requirements. Plans shall reflect the extent of sidewalk replacement accordingly.
11. For surface or ground-level parking lot layout:
 - a. Show and label total number of parking stalls, dimension areas including drive aisle widths, and typical parking stall width/depth.
 - b. Per ULDR Section 47-20.11.A, drive aisle width shall be 24' (min.) adjacent to 90-degree angle parking stalls, 18' (min.) adjacent to 60-degree angled parking stalls, 13' (min.) adjacent to 45-degree angled parking stalls, and 12' (min.) adjacent to 30-degree angled parking stalls. Reconfigure parking stalls shown at end of drive aisle, to eliminate 180 degree back-out maneuver.
 - c. The minimum clear width and depth parking stall dimensions shall be 8'-8" and 18'-0", respectively, and shall not be encroached upon by building columns.
 - d. Dimension proposed lane width on both sides of raised island for parking garage gate, which should be 12' (min.) per ULDR Section 47-20.5.C.3.b.i. Gates in open position shall not block adjacent parking stall, sidewalk, walkway, etc.
12. Label proposed water service connections and sewer lateral sizes and material on conceptual Water and Sewer Plan. Sanitary sewer clean out must be provided at property line per City standards. Also provide disposition of existing services (i.e. water services and sewer laterals).



13. Depict proposed building doors and provide sufficient grades/details on conceptual paving, grading and drainage plans to verify ADA accessibility design for the site, especially ground floor access to the new building, as well as crossing proposed driveways and connecting to existing sidewalks (at intersections and with adjacent property) as appropriate; coordinate proposed site grading and 1st Level Finished Floor Elevations to meet ADA accessibility requirements.
14. Per ULDR Sec. 47-20.13.D - On-site stormwater retention shall be provided in accordance with the requirements of the regulatory authority with jurisdiction over stormwater management System. Therefore, please provide drainage calculation showing proposed design will meet applicable South Florida Water Management District design criteria.
 - a. Provide sufficient existing and proposed grades and information on conceptual Paving, Grading, and Drainage Plan and details to demonstrate how stormwater runoff will remain onsite. Show location of building roof drains, and their proposed connection(s) to the on-site drainage system. (P8 Trench Drain & P10 Grading)
15. Please provide reasonable assurances that the drainage system will be able to be effectively operated and maintained. Response shall include the following at a minimum:
 - a. Provide plans demonstrating how will the drainage structures will be accessible by equipment required to maintain the system and or replaced the system in the event of failure.
16. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflict (per City Utility Atlas Maps). A min. 5 feet and 10 feet horizontal clearance horizontal separation is required between city utilities infrastructure and proposed small and large trees, respectively (including proposed water and sewer services to the development). Any new trees (located within or adjacent to City Right-of-Way) should be placed with sufficient horizontal and vertical distances (per City, County, and State guidelines) to / from City's public infrastructure, including stormwater assets, to allow for continued Public Works maintenance without obstruction. If this cannot be accommodated due to field conditions, then the developer shall relocate the existing City's public infrastructure to resolve the conflict(s) and to comply with City's, County's & State's engineering standards/permits/policies. Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans.
17. Proposed trees shall be installed a min. 4 feet behind proposed curbs when adjacent to travel lanes and a min. 6 feet away from adjacent travel lanes when no curb is present.
18. Discuss if pedestrian lighting is proposed; if not, discuss the possibility of the addition of pedestrian lighting along City Right-of-Way, which requires perpetual maintenance by the Applicant via a Maintenance Agreement executed with the city. Please contact the Case Planner for details to match the area.
19. Within adjacent City Right-of-Way, staging/storage will not be allowed, construction fence shall not encroach within intersection corner sight triangles, construction fence gates shall not swing into the public Right-of-Way
20. Proposed public and private improvements shall consider the construction limitation per Code of Ordinance Section 25-7 on all streets, alleys and sidewalks which are under the jurisdiction of the city, as these may be closed for construction for a period not to exceed seventy-two (72) hours.
21. Please email PLAN@FORTLAUDERDALE.GOV to obtain copies of the City utility maps as applicable to the project location and show all existing City utilities and easements (water, sewer, force main, and



stormwater utilities) in proposed engineering plans (existing conditions/demolition, stormwater pollution prevention plan (SWPPP), site, grading, utility, drainage, and all other applicable civil plan sheets).

- a. Overlay water and sewer plans with all existing and proposed utilities (utility type, material, slope, and size) on civil and landscaping plans for potential conflicts.

22. Conceptual **Water and Sewer (W&S) Plans:**

- a. Provide W&S plans that include all proposed and existing utilities. Call out disposition of existing utilities if applicable.
- b. Location of meters and cleanouts should be per City Standards.
- c. Revise the layout locate the proposed water meter and sewer cleanout in the Public Right-of-Way in accordance with City Standards.
- d. Provide water/sewer horizontal separation in accordance with FAC Rule 62-555.314.
- e. Provide water and sewer main information, including size, length, material, slope.
- f. Show profiles for proposed water/sewer utilities within the ROW/easements showing separation information in accordance with FAC Rule 62-555.314.

23. Conceptual **Paving, Grading, and Drainage (PGD) Plans:**

- a. Provide PGD plans that include all proposed utilities and/or changes to existing utilities.
- b. Provide the following information for drainage system shown on plan: rim and invert elevations, inlet types, exfiltration trench sizes (if used), pipe diameters, lengths (LF), slopes, and materials. Include any other applicable information.
- c. Show profiles for proposed drainage utilities within the ROW/easements showing separation information in accordance with FAC Rule 62-555.314.

Existing Stormwater Asset Map possibly affected by the Proposed Development

24. Advisory: If dewatering activities are anticipated, a notarized City dewatering affidavit shall be filed at City's building department when submitting a demolition or foundation permit along with any applicable dewatering permit form regulatory agencies such as the South Florida Water Management District or Broward County Department of Environmental Protection.

For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>

Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.



Case Number: UDP-S25058

CASE COMMENTS:

Please provide a response to the following.

1. Provide a corresponding list to Conceptual Tree Disposition Site Layout (sheet LSD 100.00), as per ULDR 47-21.6.A.2 Tree and Palm Inventory, prepared by an ISA Certified Arborist or a Registered Landscape Architect of the existing trees/palms including:
 - a. tree number for each
 - b. botanical name and common name for each
 - c. trunk diameter, in inches, at chest height for trees
 - d. clear trunk in feet for palms
 - e. condition percentage as a number for each
 - f. indicate status for all existing trees/palms on site (remain, relocate, remove)
2. Provide ISA Certified Arborist report for specimen size trees (Large species: 18+” DBH; Medium: 13+” DBH; Small: 8+” DBH) as per ULDR 47-21.6.A.2.i. This report is to be on ISA Certified Arborist business letterhead with contact information and ISA Certification number clearly stated. This report shall reference the tree survey or tree disposition sheet with numbered tree, a corresponding table which includes tree number, botanical name and common name, trunk diameter at breast height for trees, clear trunk height for palms, condition rating as a percentage, and a written assessment of existing tree characteristics explaining how and why the above information was reached. This report may also provide descriptive information on recommendations for prescriptive tree maintenance activities.
3. Existing trees proposed for removal along Eastern property line appear to be shared trees emanating from property line with neighboring lot located at 1115 S Federal Highway. Shared tree removal shall require a notarized authorization letter from adjacent property owner, or authorized agent, for Landscape review and approval. Please provide as applicable.
4. Please illustrate tree protection zones for existing trees proposed to remain on all landscape and site plans that include underground installations. The critical root zone (CRZ) of trees proposed to remain shall be protected pursuant to ULDR 47-21.15.A.3. Protection barricades are required to the drip line or having a minimum radius of one (1) foot for every one (1) inch in trunk DBH, whichever is greater. For example trees proposed to remain along the Eastern property line. If work is to be performed within the CRZ, please provide report detailing compliance with the City's Tree Preservation Ordinance and ANSI A300 standards and best management practices, or shift work outside of CRZ.
5. In order to improve the appearance of vehicular use areas and to protect and preserve the appearance, character and value of the surrounding neighborhoods, minimum landscape requirements are established for such Vehicular Use Areas. Review ULDR Section 47-21.12 for landscape requirements for vehicular use areas and illustrate such requirements on plans.
6. The zoning of this property requires at least one tree for each 1,000 square feet of net lot area or portion thereof, as per ULDR 47-21.13.A&B. This tree planting requirement is in addition to the VUA landscaping requirements. Twenty percent of the trees shall be shade trees. Please illustrate the calculations and planting on plan.
7. The zoning of this property requires a minimum of 35 percent of the gross lot square footage shall be in landscaping, maintained by an irrigation system, as per ULDR 47-21.13. A&B. The minimum twenty percent VUA required landscaping may be used toward fulfilling the gross thirty-five percent minimum. Sandy beach on oceanfront parcels of land may be included in the gross minimum, but do not need to be planted or irrigated.



8. A minimum separation of 6 feet is required between the tree trunk and travel lane when curb and gutter DO NOT exist, and a minimum separation of 4 feet is required between the tree trunk and travel lane when curb and gutter DO exist. Illustrate this clearance for proposed CE street trees.
9. A 10 feet sight triangle is required at the intersection of a driveway and street, measured from where the intersection of the driveway and paved travel lane meet. This area must be clear of obstructions between 2.5 feet and 8 feet above elevation of adjoining pavement, per ULDR 47-2.2. Q.1 and ULDR 47-35. Illustrate and label this triangle on landscape plan, and confirm landscaping is installed outside of sight triangles.
10. Illustrate and label the horizontal clearance from proposed tree trunks to edge of existing and proposed utilities on the landscape plan. Landscaping must provide a minimum horizontal clearance of 5 feet for small trees and palms, and a minimum of 10 feet for large trees and palms from underground utilities.
11. Utilities must be protected using a root barrier fabric wrap or equivalent. Landscape Plans must illustrate and label existing and proposed utilities to confirm no utility conflicts exist, and illustrate the above setback and wrap requirement if applicable.
12. Utilities and site amenities such as walkways, flagpoles, transformers, fire hydrants, sewer and water supply lines, trash enclosures, and similar items located on the site shall not be placed adjacent to, in, or under required tree planting areas, as per ULDR Section 47-21.12. Confirm with civil, site and life safety plans that utilities and site amenities are not causing conflicts with proposed landscaping. Where conflicts exist, shift the utility and/or site amenities.
13. Additional comments may be forthcoming after next review of new plans and written comment responses.

GENERAL COMMENTS:

The following comments are for informational purposes. Please consider the following:

1. Note that effective as of November 1, 2024, the City's Tree Preservation Ordinance (ULDR 47-21.15) has been amended by approval of the City Commission. The amended ordinance may be found within the City's ULDR published online by MuniCode:
https://library.municode.com/fl/fort_lauderdale/codes/unified_land_development_code?nodeId=UNLADERE_CH47UNLADERE_ARTIIIDERE_S47-21LATRPRE
2. A separate sub-permit application for Tree Removal, Relocation, and General Landscaping for site is required at time of master permit submittal. These are Landscape and Tree permit application documents different than the Broward County standard applications. Please do not apply for these at time of DRC submittal.
3. Note that tree removal at time of demolition will not be permitted unless the Master Permit for redevelopment has been submitted for review.
4. Provide separate Plumbing sub permit application for irrigation. Irrigation plans are required at time of Building permit submittal. Plans are to be in compliance with ULDR 47-21.6. A.11 and 47-21.10. Note that planting areas are to be irrigated on a separate zone than the turf areas so that once the plants are established, that particular zone can be shut off based on the season. The overall goal is to decrease water use through irrigation. Plant material must be grouped together based on watering needs (hydrozone) and turf areas must be limited and/or consolidated to less than 50% of the landscaped area. Illustrate hydrozones on planting plan and include calculations in table.

Case Number: UDP-S25058

CASE COMMENTS:

Please provide a response to the following:

1. Entry doors should be solid, impact resistant or metal and should be equipped with a 180-degree view peephole, lockable from the inside.
2. Windows should be impact resistant and equipped with burglary deterrent features such as track blocks, door pins, or similar devices.
3. All glazing should be impact resistant.
4. Building should be pre-wired for an alarm system.
5. A Video Surveillance System (VSS) should be employed throughout the property with focus on entry/exit points, parking, all common areas. It should be capable of retrieving an identifiable image of a person.
6. Offices, restrooms, and all common area doors should be lockable from the inside to provide safe shelter in the case of an active threat such as an active killer event.
7. Light-reflecting paint should be used in the parking lot to increase visibility and safety.
8. All lighting and landscaping should follow CPTED guidelines.
9. Signage should be clear and concise to prohibit unauthorized users and make wayfinding easier where public access is allowed.
10. Access gates should feature automated, quick-close mechanisms to prevent unauthorized intrusion.

GENERAL COMMENTS

It is highly recommended that the managing company make arrangement for private security during construction.

Please submit responses in writing prior to DRC sign off.



Case Number- UDP-S25058

CASE COMMENTS:

Please provide a response to the following:

1. Garbage, Recycling and Bulk Trash shall be provided.
2. Recycling reduces the amount of trash your business creates, and it is the best way to reduce monthly waste disposal costs and improve your company's bottom line.
3. Solid Waste Services shall be provided by a Private Contractor licensed by the City.
4. Service Days shall be: No restriction for Commercial collection. Service may not occur earlier than 7:00 am or later than 10:00 pm within 250 feet of residential.
5. Service Days shall be per the City's residential routing schedule.
6. Provide on the site plan a garbage truck turning radius for City review. Indicate how truck will circulate within property.
7. Containers: must comply with 47-19.4
8. Dumpster enclosure: concrete pad, decorative block wall, gates hung independently, protective bollards, secondary pedestrian side entry, high strengthen apron and driveway approach, night light, hot water, hose bib, drain, low circulating ventilation for dampness, weep holes, landscaping, smooth surface walkway to accommodate wheeled containers.
9. Submit a Solid Waste Management Plan on your letterhead containing the name of project, address, DRC case number, number of units if applicable, and indicate whether it is Pre or Final DRC.
 - *This letter is to be approved and signed off by the Sustainability Division and should be attached to your drawings. Please email an electronic copy to Gwoolweaver@fortlauderdale.gov . The letter should include an analysis of the expected amounts of solid waste and recyclables that will be generated (if different from current capacity), and containers requirements to meet proposed capacity.*
 - *Community Inspections will reference this Solid Waste Plan for sanitation compliance issues at this location.*

GENERAL COMMENTS

The following comments are for informational purposes. Please consider the following prior to submittal for Final DRC:

Please provide specific details of solid waste and recycling collection per building



Case Number: UDP-S25058

CASE COMMENTS:

1. Change the direction of traffic flow to enter from SE 11th Ct and exit into the alleyway.
2. Show inbound and outbound stacking requirements from the property line to the first conflict point according to Section 47-20.5 General design of parking facilities for each proposed driveway. The minimum inbound stacking requirement is one stacking space, the minimum outbound stacking requirement is one stacking space.
3. For reference one stacking space measurement is 12 feet in width and 22 feet in length.
4. The proposed parking space located adjacent to the sidewalk on the western side of the property conflicts with the minimum stacking requirements.
5. All parking must be provided in accordance with design and construction standards of the ULDR Section 47-20.11. Show dimensions for: stall width, depth of stall 90 degrees to aisle, aisle width, width of stall parallel to aisle, module width, angle of parking stalls for off-street and on-street parking stalls. As proposed the:
 - a. The drive aisle behind the ADA parking stall does not meet the minimum 24 feet width requirement.
6. Show angle and dimensions of angled parking stalls meeting the requirements in ULDR Section 47-20.11.
7. Include a table showing the proposed land uses, the floor area in square feet for each land use, the parking ratio, the number of parking spaces required by type, and the number of parking spaces proposed by type (standard, compact, handicapped, vertically stacked, tandem, bicycle, loading, etc.). ULDR Sec. 47-20.2. - Parking and loading zone requirements.
8. All internal circulation and queuing areas must be designed to accommodate the turning radii of the vehicles that will be using the site. The auto turns vehicular paths to depict the vehicle colliding with a proposed elevator and mounting a non-vehicular use area. Revise the ground floor to prevent these conflicts.
9. Any proposed drainage well, manhole, pull box etc. installed in the sidewalk must be flat, ADA compliant and not impact the effective width of the sidewalk clear path.
10. Ensure all access points, sidewalks, walkways, and curb cuts are unobstructed and ADA accessible with appropriate slopes and detectible warning devices and indicate on the site plan. This includes all access to/from the site entrance. Add the dimension, clearances, and slopes of the walkways.
11. Additional comments may be provided upon further review.



Case Number: UDP-S25058

CASE COMMENTS:

Please provide a response to the following:

1. Pursuant to State Statute 166.033(1) the application must be deemed approved, approved with conditions, or denied within 180 days of completeness determination, on or before August 26, 2026, unless a mutually agreed upon time extension is established between the City and the applicant. Failure to meet the applicable timeframe or request an extension may result in the application being denied by the City and the applicant may be required to refile a new application and fees to proceed unless the applicant submits a waiver of these timeframes as provided in the completeness email from the City.
2. The proposed development permit is a Site Plan Level IV application for a public purpose use. The proposed application requires review and recommendation by the Planning and Zoning Board (PZB) and approval by the City Commission. A separate fee is required for both PZB review and City Commission review. The applicant is responsible for all public notice requirements (See Unified Land Development Regulations Section 47-27). The City Clerk's office requires 48-hour notice prior to a Commission meeting if a computer presentation is planned (i.e. PowerPoint presentation). The presentation shall be provided on flash drive to the City Clerk. Please contact the project planner, Karlanne Devonish (Email: kdevonish@fortlauderdale.gov, Phone: 954-828-6162) for more information.
3. Pursuant to public participation requirements of City's Unified Land Development Code (ULDR) Sec. 47-27.4.A.2.c, the applicant must complete the following:
 - a. Prior to submittal of the application to the (PZB), a notice from the applicant via letter or e-mail shall be provided to official city-recognized civic organization(s) within 300 feet of the proposed project, notifying of the date, time and place of applicant's project presentation meeting to take place prior to the PZB meeting;
 - b. The applicant shall then conduct a public participation meeting(s) a minimum of 30 days prior to the PZB but. This date and location of the meeting is at the discretion of the applicant. Once the meeting(s) is conducted, the applicant shall provide a written report letter to the Development Services Department, with copy to subject association(s), documenting the date(s), time(s), location(s), number of participants, presentation material and general summary of the discussion after a public participation meeting(s). The report letter shall summarize the substance of comments expressed during the process and shall be made a part of the administrative case file record; and
 - c. Accordingly, a minimum of ten (10) days prior to the PZB meeting, the applicant shall execute and submit an affidavit of proof of public notice to the Department. If the applicant fails to submit the affidavit, the public hearing will be postponed until the next available hearing date after the affidavit has been supplied.
4. Pursuant to the City's Comprehensive Plan, the site is designated as South Regional Activity Center on the City's Future Land Use Map. The proposed use is permitted in this designation. This is not a determination on consistency with Comprehensive Plan Goals, Objectives and Policies.
5. This property is located in an Archaeologically Significant Zone. The archaeological and historic cultural resource survey requirements for the proposed project have been fulfilled, and no further action is required. While no archaeological deposits are anticipated within the subject property, if archaeological materials or features are discovered, then work in vicinity of the discovery shall stop and the City shall be notified immediately to coordinate the discovery. If unmarked human remains are encountered, then excavation in the vicinity of the find shall halt immediately and the archaeologist shall alert the City's historic preservation staff to coordinate the discovery and take measures to implement Chapter 872.05 Florida Statutes as it pertains to the discovery of unmarked human remains.



6. The submitted documents reference RAC-RPO zoning district. Please note that the zoning designation for the property is Residential Office (RO). Update documents and references accordingly.
7. Pursuant to ULDR Section 47-18.26, a public purpose use can be applied for when demonstrating compliance with the requirements of Section 47-18.26, Public Purpose Uses, by providing a point-by-point narrative response to Section 47-18.26.C. Provide a narrative stating how the project meets ULDR Section 47-18.26 satisfying public purpose intent and the specific code requirements not being met or is site specific. Staff recommend the applicant provide required code and proposed code deviations in a table format for comparison.
8. Provide a site plan that is consistent with the requirements outlined in the attached *Specification for Plan Review* document, which includes but is not limited to the following:
 - a. Site plan data tables for current use of property and intensity, land use and zoning designations, water/wastewater service provider, dimensional requirements pursuant to ULDR Section 47-5.60, parking requirements, etc. Indicate the required and proposed aspects.
 - b. Setbacks from the property line to the face of the building.
9. Consider relocating the ADA parking space closer to the building.
10. Provide additional information for the dumpster enclosure in accordance with ULDR Section 47-19.4, Dumpsters. As proposed, it appears the dumpster is located on a driveway that is sloped or accessed from a slope. Staff recommends relocating the dumpster or provide confirmation regarding the design.
11. Provide additional renderings of the project from pedestrian level perspectives, night-time/dusk renderings, and ensure the renderings accurately reflect the proposed project. The pedestrian level perspective renderings should clearly indicate how the proposed development will be perceived from a pedestrian perspective, as viewed along the public realm.
12. Be advised, proposed development must meet minimum floodplain regulations at time of building permit submittal. It is most advantageous for applicants to determine the impact of floodplain regulations during the DRC process. For example, minimum floor elevations may require stairs, ramps, and other elements that would impact the overall site plan design. In the event these items are not addressed during the DRC process and the inclusion of such are identified during the building permit review, the applicant will need to amend the DRC approved plans.
13. Consider employing green practices throughout the project including, but not limited charging stations, tank-less water heaters, rain collections system, pervious parking, bio-swales, Florida Friendly™ plant materials, and solar panels.
14. Pursuant to UDLR Section 47-19.2.DD, if a temporary construction/sales trailer is proposed for this project, provide separate sheets in the plan set that depict the location with on-site parking, design details including temporary structure material and color, vehicle use area landscape, and other applicable regulations to avoid separate review applications in the future.

Provide a preliminary construction staging plan which includes anticipated hours of operation on site, debris mitigation plan, and map indicating where crane operations and employee and/or equipment parking and storage will be placed. A revocable license application and a traffic circulation plan may be required if the sidewalk or right-of-way requires to be closed at any time, which should be filed under a separate application and coordinated through the City's Maintenance of Traffic (MOT) process with the Transportation and Mobility Department.



All construction activity must comply with Code of Ordinances, Section 24-11, Construction sites. Contact Noel Zamora, Structural Plans Examiner (954-828-5536) to obtain his signature on the final DRC plans.

GENERAL COMMENTS

The following comments are for informational purposes.

Please consider the following prior to submittal for Final Development Review Committee ("DRC"):

15. Pursuant to UDLR Section 47-19.2.GG, if a temporary construction staging/sales area is needed for this project which cannot be accommodated on the development site, this approval requires a Site Plan Level I permit, then forwarded to the Property and Right-of-Way committee for review and subject to a 30-day City Commission call-up period.
16. An additional follow-up coordination meeting may be required to review project changes necessitated by the DRC comments. Prior to routing your plans for Final DRC sign-off, please schedule an appointment with the project planner Karlanne Devonish (Email: kdevonish@fortlauderdale.gov, Phone: 954-828-6162) to review project revisions and/or to request notification for signoffs by applicable disciplines.
17. Additional comments may be forthcoming at the DRC meeting.



SPECIFICATIONS FOR PLAN REVIEW

Applications: Site Plan Level I, II, III, and IV | Rev. 09/09/2024

INFORMATION: The specifications for plan review checklist is required with all requests for a development permit with the City of Fort Lauderdale. It is important to complete the specifications for plan review checklist as accurately and completely as possible (as applicable); however, changes will be permitted as the request is being processed. Please type responses or print legibly for clarity.

The specifications listed herein are intended to guide applicants with the submittal of specifications of plan review application. The specifications below are required in order for an efficient and accurate review of applications and plans. Failure to provide the required information will result in the application being deemed incomplete.

There are **FIVE (5) SECTIONS** listed below with the specific information needed for submittal requirements.

SECTION 1 - PLAN SPECIFICATIONS: Plan sets shall adhere to the following order (A-J) and technical specifications. All sheets shall be signed and sealed by the individual responsible for preparing the drawing. See Section 2 for digital requirements.

A. COVER SHEET & TABLE OF CONTENTS	C. SITE PLAN (continued)
<ol style="list-style-type: none"> 1. Project name. 2. Location map including address and or parcel number(s). 3. Index of plans submitted including sheet name and number. 4. List of all consultants including contact information. 5. List of franchise and utility service providers for project. 	<ul style="list-style-type: none"> • Mechanical equipment dimensioned from property lines • Setbacks and building separations (dimensioned) • Driveways, parking areas, pavement markings (including parking spaces delineated and dimensioned as well as handicapped spaces as applicable) • On-site light fixtures • Proposed right-of-way improvements (e.g. bus stops, curbs, tree plantings, etc.) • Pedestrian walkways (including public sidewalks and onsite pedestrian paths) • Project signage • Traffic control signage • Catch basins or other drainage control devices • Fire hydrants (including on-site and adjacent hydrants) • Easements (as applicable) • Labels and identification of site features • Other necessary elements needed to convey proposed plans <ol style="list-style-type: none"> 9. Site plan shall be based upon the legal survey of the proposed 10. Dimensions required by specific master plan
B. ABSTRACTED BOUNDARY AND TOPOGRAPHICAL SURVEY	
<ol style="list-style-type: none"> 1. Provide a current signed and sealed boundary and topographic survey showing all above ground improvements, utilities, rights-of-way dimensions and all easements. 2. This survey shall be based on a Standard Title Commitment issued by a title insurer licensed to do business in Florida or an Opinion of Title issued by an attorney admitted to the Florida Bar. 3. The title commitment or Opinion of Title must have an effective date no more than thirty days prior to the date of submittal of the survey and must be certified to the City of Fort Lauderdale. 4. If any encumbrances are found in the property, provide a copy of the recorded documents accordingly (i.e. easements, dedications, agreements, vacations, etc.). 	
C. SITE PLAN	D. DETAIL SHEET(S)
<ol style="list-style-type: none"> 1. Title block including project name and design professional's address, email, and phone number. 2. Minimum scale of 1" = 30' minimum (engineering scale). 3. North indicator. 4. Location map showing relationship to major arterials. 5. Date of drawing and revision dates, as applicable. 6. Full legal description. 7. Site plan data table to include: <ul style="list-style-type: none"> • Current use of property and intensity • Land use and zoning designations • Water/wastewater service provider • Site area (square feet and acres) • Building footprint coverage • Residential development: number of dwelling units, type, floor area(s), site density (gross and net) • Non-residential development: uses, gross floor area • Floor Area Ratio (FAR) • Parking data: parking required (#), parking provided (#), loading zones (if applicable), ADA spaces, bicycle spaces • Building height (expressed in feet above grade) • Structure length • Number of stories • Setback table (required vs. provided) • Open space (required vs. provided) • Vehicular use area (as defined by ULDR Section 47-58.2) • Landscape area 8. Site plan features (graphically indicated) <ul style="list-style-type: none"> • Municipal boundaries (as applicable) • Zoning designation and current use of adjacent properties • Adjacent rights-of-way to opposite property lines (indicate all nearby curb cuts) • Waterway width, if applicable • Outline of adjacent buildings (indicate height in stories and approximate feet) • Property lines (dimensioned) • Building outlines of all proposed structures (dimensioned) • Ground floor plan • Dimension of grade at center line of road, at curb, and finished floor elevation. • Dimension for all site plan features (e.g. sidewalks, building lengths and widths, balconies, parking spaces, street widths, etc.) 	<ol style="list-style-type: none"> 1. Provide project details for the following: <ul style="list-style-type: none"> • Ground floor elevation or elevation of the lower floors of multiple story building • Storefronts, awnings, entryway features, doors, windows • Fences/walls • Dumpster • Light fixtures • Balconies, railings • Trash receptacles, benches, other street furniture • Pavers, concrete, hardscape ground cover material 2. Rooftop elevation detail depicting mechanical screening material or line of sight from sidewalk to roof (if mechanical equipment is on roof). 3. Building material details including images of the product material by manufacturer.
	E. FLOOR PLANS
	<ol style="list-style-type: none"> 1. Ground floor plan with dimensions and use of space depicting location of all exterior doors 2. Typical floor plan for multi-level structures 3. Floor plan for every level of parking garage 4. Roof plan with mechanical equipment depicted and spot elevations of the roof and equipment
	F. BUILDING ELEVATIONS
	<ol style="list-style-type: none"> 1. Each building facade in color with directional labels (e.g. North, South, etc.) 2. Building names or numbered if more than one building in the project 3. Building dimensions including overall height, floor to ceiling heights, height as measured from grade level 4. Dimension grade at crown of road, at curb, sidewalk, building entrance, and finished floor 5. Indicate and label all architectural elements, materials, and colors 6. Building cross sections with dimensions, use per level 7. Include any proposed signage 8. Cross sections for streetscape per applicable master plan
	G. PROJECT RENDERINGS
	<ol style="list-style-type: none"> 1. Project renderings from street perspective for all applications. 2. Site Plan Level III and IV, and any application within the boundaries of adopted master plan are required to provide



G. PROJECT RENDERINGS (continued)	I. PHOTOMETRIC DIAGRAM (continued)
<p>the following:</p> <ul style="list-style-type: none"> • Street-level perspective renderings of project in context of surroundings, as viewed from a pedestrian level, with ground elements and references to depict and determine appropriate scale of project • Oblique aerial perspectives from opposing views, which indicate the mass outline of all proposed structures, including the outlines of adjacent existing structures • Context site plan indicating proposed development and outline of nearby properties with uses and height labeled 	<ol style="list-style-type: none"> 1. Date of initial plan preparation and any amendment Site plan indicating the location of property lines and improvements Location and description of all existing over story landscaping Location and height of all lighting on the property Lighting control description and schedule Foot-candle readings must extend to all property lines Note on plan stating that proposed lighting will be designed and installed so as to reflect the light away and prevent any glare or excessive light on any adjacent property
H. LANDSCAPE PLANS	J. CIVIL PLANS
<ol style="list-style-type: none"> 1. Landscape plan drawn at a scale no less than one (1) inch equals thirty (30) feet. (ULDR Section 47-21). An overall project plan may be provided at a smaller scale when using it to reference section sheets provided. Landscape plan to be designed so that landscaping shall not be adversely affected by salt exposure, prevailing winds, deep shadows, unusual soil conditions, tidal fluctuations, etc. 2. Landscape plan must provide: <ul style="list-style-type: none"> • Title block including project name and address, RLA contact information, RLA seal and dated signature, original date, revision dates, and revision notes. • North indicator. • Site and landscape information, tabular form, sorting required vs. provided calculations • Property boundaries and dimensions, depth of landscape islands and perimeters and buffers, property easements, adjacent right of way with street tree planting and parallel parking, existing and proposed structures, vehicular use areas, site amenities, dumpster, walls, fences, location of plantings, adjacent hardscape, curbs, walks, etc. • All underground and overhead utilities, light poles, ground mounted signs, billboards, transformers, generators, fire hydrants, Siamese connections, etc. • Site and right of way grading including swales, retention areas, berms, bio swales, rain gardens, etc. • Structural soil, silva cell, or similar, illustrated and labeled • Appropriate clear sight distance areas at intersections, cross section of street tree planting, pedestrian clearance, underground soil structure, overhead obstructions, etc. • Landscape material schedule listing all plants and material. Include key, botanical name, common name, quantity, overall height for hardwood and clear trunk for palms, plant spacing, native and/or Florida Friendly Landscaping indicator, existing vs. proposed, etc. • Hydrozone plantings illustrated and labeled. • Installation, planting, staking, pruning, grading, protection, root pruning, relocation, etc. details and specs for trees, palms, shrubs, groundcover, hydrozone, mulch, structural soil or similar, etc. 3. ISA Certified Arborist report for specimen trees. Report on ISA Certified Arborist business letterhead, contact information, and ISA Certification number stated. Report would include tree survey with numbered trees, a corresponding table which includes tree number, botanical name and common name, trunk diameter at breast height, clear trunk for palms, condition percentage, etc. and a written assessment of existing tree characteristics. 	<p>Engineering Site Plan</p> <p>Investigate existing utilities to determine any proposed conflicts with site improvements. Contact Engineering Records for as-built information by calling 954-828-5051 or email at StevePl@fortlauderdale.gov</p> <ul style="list-style-type: none"> • Driveway connections - dimension to established survey reference points (i.e. property corners) • Concrete, pavers, and asphalt clearly differentiated • Identification of all existing easements and referencing of recorded documents (i.e. OR book & page) • Right-of-way adjacent to parcel including labels, width, and referencing of recorded documents • Abbreviated legal descriptions for adjacent parcels • Finished floor elevation for all buildings, including all existing buildings referenced in NAVD 88 • Location of existing and proposed fire hydrants • Inclusion of monument sign note: "Approved under separate permit." • Impervious and pervious areas, both area and percentage are identified • Relationship of existing above ground features with site improvements • Location of dumpster with relationship to easements and existing underground utilities • Details for accessible parking spaces and ramps • Accessible ramps on adjacent sidewalk • Compliance with applicable accessibility code including accessible parking, accessible path from parking, and accessible path from adjacent ROW • Location of accessible parking signs – located at back of sidewalk if possible • Sight triangles are identified and clear of obstructions • Outside turning radii (50-feet) and adequate vehicular circulation for fire trucks • All site related details shall be located on a separate sheet • All drainage must be maintained on site. <p>2. Pavement Marking & Signage Plan</p> <ul style="list-style-type: none"> • Inclusion of signage details for nonstandard signs • Inclusion of Manual on Uniform Traffic Control Devices (MUTCD) sign names (i.e. R1-1) and sign size • Inclusion of note: "All traffic signage and pavement markings to be provided on the site plan in conformance with Broward County Traffic Engineering Division (BCHTED) and MUTCD Standards." • All offsite pavement marking and signage shall be approved by BCHTED.
I. PHOTOMETRIC DIAGRAM	
<ol style="list-style-type: none"> 1. Title Block including project name and design professional's address, email, and phone number. 	

SECTION 2 - PROJECT NARRATIVES: Project narratives are required for all application submittals. Narratives shall be provided on letterhead, dated, and signed by author.

- **Project Description** describing in detail the project type, uses, and overall development intent. Provide as much detail as possible including building and site design approach, site elements, building architectural style, pedestrian access and enhancements, open space elements, landscape improvements, safety, loading, site access, multi-modal provisions including bicycle parking, and other related information.
- **Unified Land Development Code Narratives** for the applicable criteria based on application request with point-by-point responses to each criterion stating how the project complies with such. Generally, the following code sections require a narrative; however, the following sections are not inclusive of all criteria.
 - [Section 47-20.3, Parking Reduction](#)
 - [Section 47-24.3, Conditional Use](#)
 - [Section 47-25.2, Adequacy Review](#)
 - [Section 47-25.3, Neighborhood Compatibility](#)
 - [Section 47-28, Density and Flexibility Rules](#)
- **Master Plans** for the applicable master plan, a narrative that states the project design compliance with the goals and design intent of the master plan. Generally, the following master plans require narratives for:
 - [Downtown Master Plan](#)
 - [Northwest Master Plan](#)
 - [South Andrews Master Plan](#)
 - [Uptown Master Plan](#)



SECTION 3 - TRAFFIC STUDY OR STATEMENT: Provide the traffic statement and/or date of traffic methodology meeting. Projects that trigger vehicular trip threshold pursuant to ULDR Section 47-25.2.M, must conduct a traffic study or statement completed by a registered professional engineer. Applicants must schedule a traffic methodology meeting with the City's Transportation and Mobility Department prior to application submittal. To schedule a meeting contact:

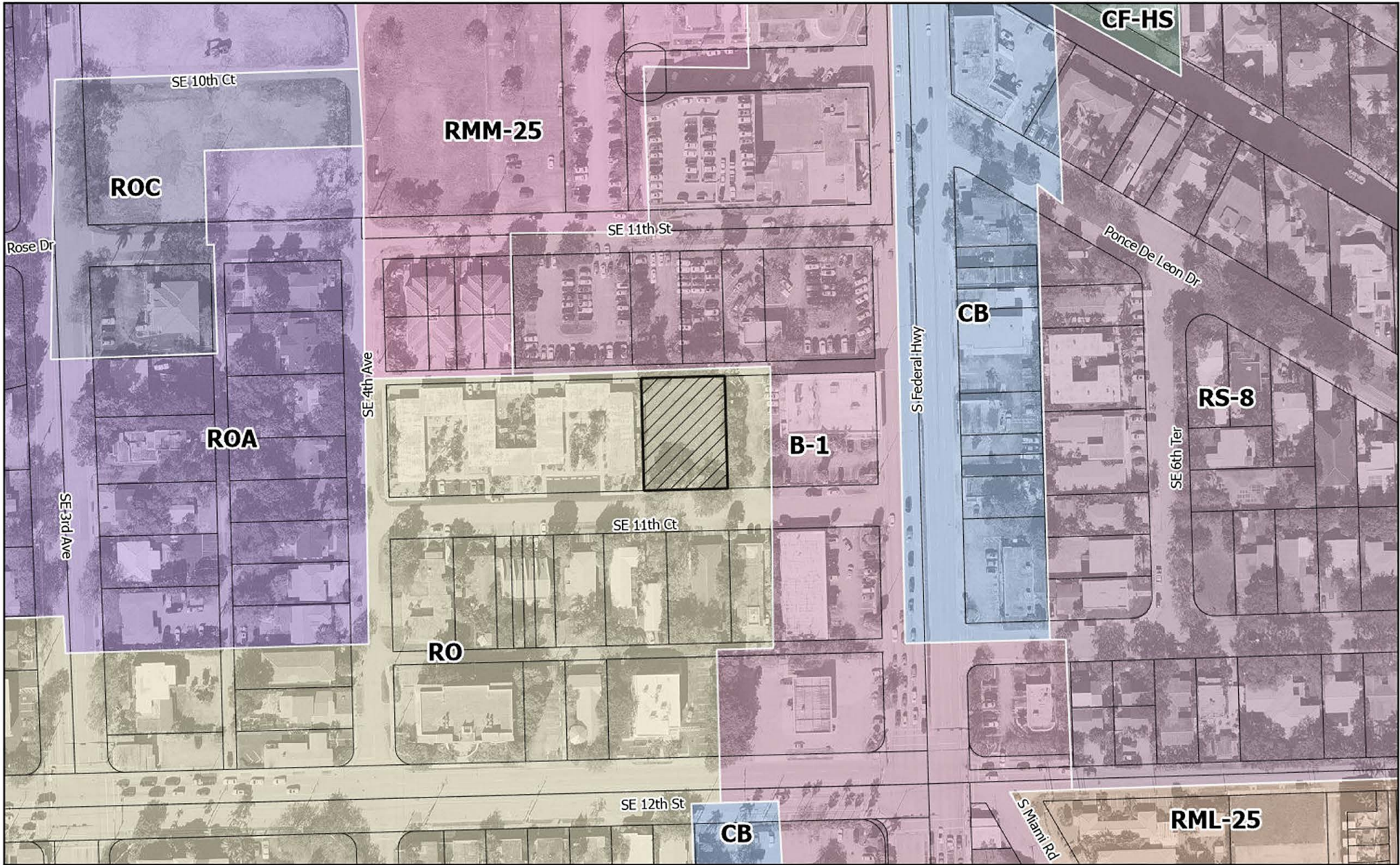
- (954) 828-4826 or email at transportation@fortlauderdale.gov

SECTION 4 - PUBLIC PARTICIPATION REQUIREMENTS: Site Plan Level II, Level III, and Level IV applications are required to notify and conduct public participation as outlined in ULDR Section 47-27.4. In addition, Site Plan Level II applications in RAC land use or zoning district are required to notify and conduct public participation as outlined in ULDR Section 47-27.4.A.2.b. Applicants shall provide a signed and notarized affidavit stating compliance with public participation requirements. An [affidavit](#) can be downloaded on the City's website.

SECTION 5 - PUBLIC SIGN NOTICE: Site Plan Level III and Level IV applications, certain Site Plan Level II applications, Rezoning, Plats, and Vacation of Right-of-ways are required to post public signs as outlined in ULDR Section 47-27. The City produces the sign and applicants are notified when sign is ready for posting. Applicants shall provide a signed and notarized [affidavit](#) stating compliance with sign posting requirements. An affidavit can be downloaded on the City's website. City planning staff will coordinate with applicants on applicability and timing of posting.



FOR QUESTIONS OR ASSISTANCE REGARDING DEVELOPMENT REVIEW COMMITTEE (DRC) APPLICATION SUBMITTAL:

Urban Design and Planning
954-828-6520 (select Option 5)
planning@fortlauderdale.gov



UDP-S25058

Legend

-  Subject Site
-  Fort Lauderdale Municipal Boundary Line

200 Feet
GRAPHIC SCALE

