



DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

MEETING DATE: February 12, 2019

APPLICANT: Florida East Coast Railway, LLC.

PROJECT NAME: G. Proulx Warehouse

CASE NUMBER: R19008

REQUEST: Site Plan Level III Review: Parking Reduction for
90,000 Square-Foot Warehouse

LOCATION: 3125 S Andrews Avenue

ZONING: Heavy Commercial/Light Industrial Business
(B-3)

LAND USE: Commercial

CASE PLANNER: Yvonne Redding



Case Number: R19008

CASE COMMENTS:

- 1) Provide the FBC Building Type designation on the plans.
- 2) Provide plans for a compliant Sprinkler system for the project.
- 3) Provide the Occupant load for the building

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. Florida Building Code 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://www.municode.com/library/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH14FLMA

Please consider the following prior to submittal for Building Permit:

1. On January 1st, 2018 the 6th 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:
 - a. <http://www.fortlauderdale.gov/departments/sustainable-development/building-services>
 - b. https://floridabuilding.org/bc/bc_default.aspx
 - c. <http://www.broward.org/codeappeals/pages/default.aspx>

General Guidelines Checklist is available upon request.



Case Number: R19008

CASE COMMENTS:

Prior to Planning and Zoning Board meeting sign-off, please provide updated plans and written response to the following review comments:

1. This project site plan was previously approved under case number R17060 and a building permit has been issued under permit # 17122820. Confirm the proposed parking reduction does not impact the project Adequacy requirements as it relates to services provided to the public (fire service, water, wastewater, stormwater, transportation, etc.), per ULDR Section 47-25.2 of the City's Code of Ordinances. Assess potential demands and impacts on City services and prepare a design for each that utilizes existing water, wastewater, stormwater, and transportation infrastructure to adequately serve this project.
2. Provide a copy of the recorded engineer certificate indicating all conditions for the 8' utility easement vacated under application E17004 and approved under resolution No. 17-279 were met.
3. Please be advised a permit modification maybe required from Broward County Environmental Protection and Growth Management Department for the previously issued surface water license SWM2018-031-0 for the proposed changes associated with the parking reduction. Per calculations depicted on sheet SP-1A, the parking reduction changes will allow for 57 sf surplus pervious area from previously approved plans.
4. Please be advised previous approval conditions under application R17060 remain in effect:
 - a. Prior to issuance of final Certificate of Occupancy, applicant shall record a public right of way dedication along the west side of S Andrews Avenue consisting of three (3) feet to complete the minimum one hundred six (106) foot right of way section required per the Broward County Trafficways Plan as approved by the BCHCED.
 - b. Prior to issuance of final Certificate of Occupancy, applicant shall dedicate a ten (10) foot by fifteen (15) foot utility easement for any four (4) inch or larger water meter and /or the first private sanitary sewer manhole located within the proposed development and outside of any right of way dedication to facilitate City maintenance access as approved by the City Engineer.
 - c. Prior to issuance of final Certificate of Occupancy, applicant shall coordinate Maintenance Agreement with the BCHCED and City (for property frontage along S Andrews Avenue). Proposed improvements within adjacent BCHCED right-of-way include asphalt driveway paving, concrete sidewalk, landscaping including structural soil, and irrigation.
5. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
6. Additional comments may be forthcoming at the DRC meeting and once additional/ revised information is provided on plans.



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CASE COMMENTS:

Please provide a response to the following:

Noted: This is a parking reduction request for a previously submitted DRC R17060. No comments for the parking reduction request.

GENERAL COMMENTS

The following comments are for informational purposes.

Please consider the following prior to submittal for Final DRC:

- 1.

Please consider the following prior to submittal for Building Permit:

- 1.



Case Number: R19008

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. Solid Waste Collection shall be on private property container shall not be placed, stored or block the public street to perform service (large multifamily and commercial parcels).
6. Containers: must comply with 47-19.4
7. 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.
8. Provide on the site plan a garbage truck turning radii for City review. Indicate how truck will circulate within property.
9. Submit a Solid Waste Management Plan on your letterhead containing name of project, address, DRC case number, number of units if applicable, and indicate whether it is Pre or Final DRC.
 - o 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 smccutcheon@fortlauderdale.gov. Letter should include an analysis of the expected amounts of solid waste and recyclables that will be generated (if different from current capacity), and container requirements to meet proposed capacity.
 - o 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:

1. None



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CASE COMMENTS:

Please provide a response to the following:

Comments may be forthcoming.

GENERAL COMMENTS

The following comments are for informational purposes.

Please consider the following prior to submittal for Final DRC:

1.

Please consider the following prior to submittal for Building Permit:

1.



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CASE COMMENTS:

Please provide a response to the following:

1. The applicant is strongly encouraged to contact neighbors adjacent to, as well as condominium and neighborhood associations located within three hundred feet (300') of the development site, to advise of this proposal (a listing of officially-recognized associations is provided on the City's website: www.fortlauderdale.gov/neighbors/civic-associations and a map of neighborhood associations may be found at: <http://gis.fortlauderdale.gov>). Please provide acknowledgement and/or documentation of any public outreach.
2. The proposed project requires review and approval by the Planning and Zoning Board. A separate application and fee is required for PZ Board submittal, and the applicant is responsible for all public notice requirements (Sec. 47-27). In addition, the development permit shall not take effect nor shall a building permit be issued until thirty (30) days after approval, and then only if no motion is adopted by the City Commission seeking to review the application.
3. Pursuant to Public Participation requirements of ULDR Sec. 47-27.4.A.2.c., prior to submittal of the application to the Planning and Zoning Board (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.

The applicant shall then conduct a public participation meeting(s) a minimum of 30 days prior to the Planning and Zoning Board. The 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 Department of Sustainable Development, 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 the 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.

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. The site is designated Commercial on the City's Future Land Use Map. This is not a determination on consistency with Comprehensive Plan Goals, Objectives and Policies.
5. Verify that copy of plat is the most current recorded plat, including notes and amendments, for the proposed site. Provide documentation from the Broward County Planning Council verifying that the site does not require platting or replatting. If replatting or platting is not required, contact the Development Review Services Section of the Planning and Environmental Regulation Division of Broward County at (954) 357-6637 to ensure that proposed project is consistent with the latest recorded plat restriction.

GENERAL COMMENTS

The following comments are for informational purposes.

1. Provide a written response to all DRC comments within 180 days.



2. An additional follow-up coordination meeting may be required to review project changes necessitated by the DRC comments.
3. Should the application for a parking reduction be approved, a parking reduction order must be executed and recorded in the public records of Broward County at the applicant's expense, prior to Final DRC approval.
4. Prior to routing your plans for Pre-PZB sign-off, please schedule an appointment with the project planner (954-828-6495) to review project revisions and/or to obtain a signature routing sticker/stamp.
5. If a temporary construction/sales trailer is needed for this project, provide the details and location of the trailer on an additional site plan, to avoid additional review in the future. Ensure details and locations receive approval from the Building Service Department's DRC Representative.
6. Additional comments may be forthcoming at the DRC meeting.



FINAL DRC - APPLICANT FOLLOW UP PROCESS

After the DRC meeting, applicants should follow applicable process outlined below (A or B) in order to receive final DRC sign-off.

A. For projects which DO NOT require either Planning and Zoning Board or City Commission review and approval (i.e. DRC level II only):

1. **Applicant shall schedule an appointment with the Project Planner to go over DRC comments;** In advance of this meeting e-mail revised site plan and any other relevant plans as well as narrative responses to original DRC comments. Project Planner will invite other members as applicable to go over the responses and plan changes.
2. **Once deemed complete, applicant will submit six (6) complete sets of revised signed and sealed site plan documents;** including site plan, landscape plan, elevations, floor plans, and any documents requested by the DRC to the Urban Design and Planning counter, including an electronic version of plans.

The Project Planner will approve/assign the “DRC Sign-Off” stamp and will e-mail all DRC members who had comments that the application is ready to be routed for signatures.

3. **The applicant shall route the plans to the appropriate DRC members for review and sign-off;** Signatures are not required from those DRC members that do not provide comments. The DRC members and their phone numbers are included in the DRC comments set. Applicant shall provide contact information when leaving any anticipated plans for DRC members.

Alternatively, sign-off appointments are available to applicants to obtain signatures on plans from all representatives at one time in preference to scheduling individual appointments. These appointments are available at the bi-weekly DRC Agenda days after regular agenda items are completed, are subject to availability and must be coordinated through the Project Planner, after plans are deemed ready for sign-off. The Project Planner will first inform other members about the status/readiness of the plans for sign-off to determine any outstanding issues, and if ready will then send a calendar invite to all disciplines who had comments to be present at the meeting to sign-off.

4. **The Project Planner (listed on the coversheet of the DRC comments set) is the last person to sign the final DRC approval;** Once all appropriate sign-offs are received, one (1) set of plans shall be retained by the Urban Design and Planning Division, and remaining sets shall be used as part of the building permit submittal when application is made. Applicant may request less copies if not all six will be needed. However, please keep in mind replacement sets are often requested. If subsequent revisions are made to the plans, re-review by DRC members may be required.
5. **After Final DRC sign-off applicant will submit a copy of the Final-DRC plans along with the Building Permit sets to the Building Division.**



B. For projects which DO require review and approval by the Planning and Zoning Board (PZB) or City Commission (CC):

1. **Schedule an appointment with the Project Planner to go over DRC comments;** In advance of this meeting e-mail revised site plan and any other relevant plans as well as narrative responses to original DRC comments. Project Planner will invite other members as applicable to go over the responses and plan changes.
2. **Once deemed complete, applicant will submit one set of revised signed and sealed plans;** including site plan, landscape, elevations, floor plans, and any documents requested by DRC to Urban Design and Planning counter, including electronic version of plans.

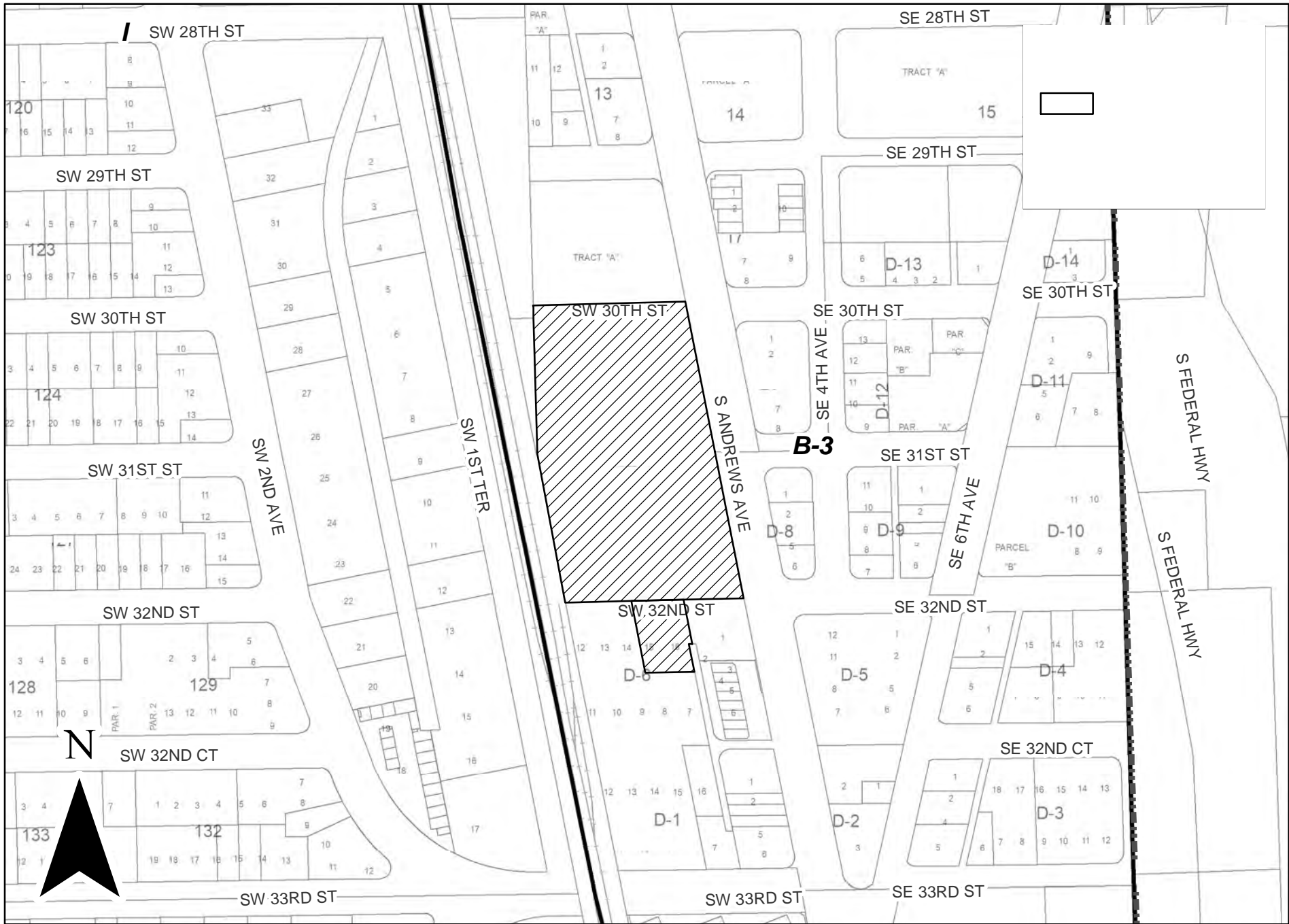
The Project Planner will approve/assign the “Pre-PZB or Pre-CC” stamp and will e-mail all DRC members who had comments that the application is ready to be routed for signatures.

3. The applicant shall route the plans to those DRC members that had comments at the DRC meeting, prior to submittal of the application to the Planning and Zoning Board or placement on a City Commission agenda. The DRC members and their contact information is included in the DRC comments. Applicant shall provide contact information when leaving any anticipated plans for DRC members.

Alternatively, sign-off appointments are available to applicants to obtain signatures on plans from all representatives at one time. These appointments are available at the bi-weekly DRC Agenda days after regular agenda items are completed, are subject to availability and must be coordinated through the Project Planner after plans are deemed ready for sign-off. The Project Planner then sends a calendar invite to representatives who had comments to be present for sign-off.

4. **When all required sign-offs are obtained, applicant shall file an application to the Planning and Zoning Board;** including all required documentation. For those projects requiring review by both Planning and Zoning Board and the City Commission, the case will proceed to the City Commission after PZB has acted upon it. A separate application for the City Commission is not required, however, additional copies of reduced plans must be submitted. Contact the Project Planner for specific requirements (generally 15 half-size copies for PZB submittal and 17 reduced copies for City Commission).
5. **After PZB or CC approval applicant must route the plans for Final DRC approval;** in cases when no significant changes have been requested by either body, as defined in Section A above. In cases where significant modifications to the plans are made, as determined by the DRC staff, a formal DRC re-submittal may be required. Final approval date is the date on which the project was approved by the applicable approving body; Site Plan Level II - Final DRC approval date, Site Plan Level III – PZB approval date, Site Plan Level IV – CC approval date. After Final DRC sign-off applicant will submit a copy of Final-DRC plans along with Building Permit sets to the Building Division.

PLEASE CONTACT THE DRC PROJECT PLANNER LISTED ON THE DRC COVERSHEET
IF YOU HAVE ANY QUESTIONS REGARDING THESE INSTRUCTIONS.



R19008

