



# DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

**MEETING DATE:** September 11, 2018

**APPLICANT:** Retail Plaza Properties, LLC.

**PROJECT NAME:** MedMen

**CASE NUMBER:** R18063

**REQUEST:** Site Plan Level III Review: Conditional Use for  
Medical Cannabis Dispensing Facility

**LOCATION:** 2949 N Federal Highway

**ZONING:** Boulevard Business (B-1)

**LAND USE:** Commercial

**CASE PLANNER:** Karlanne Grant



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**CASE COMMENTS :**

- 1) Provide the FBC Building Type designation on the plans.
- 2) Indicate occupancy and the occupant load for this use.

**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?nodeld=C OOR\\_CH14FLMA](https://www.municode.com/library/fl/fort_lauderdale/codes/code_of_ordinances?nodeld=C OOR_CH14FLMA)

**Please consider the following prior to submittal for Building Permit:**

1. On January 1<sup>st</sup>, 2018 the 6<sup>th</sup> 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](https://floridabuilding.org/bc/bc_default.aspx)
  - c. <http://www.broward.org/codeappeals/pages/default.aspx>

**General Guidelines Checklist is available upon request.**



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**CASE COMMENTS:**

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

1. Provide a 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 submittal of the survey and must be certified to the City of Fort Lauderdale.

Property lines, Right-of-Way, watercourses, easements, structures, and roadway shall be clearly shown, labeled and dimensioned. Provide spot elevations on site, at property corners, along property lines (50' min. interval), existing roadway crowns and pavement edges adjacent to property as appropriate. Elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD 88).

2. Confirm no site improvements are being proposed.
3. Prior to building permit issuance, capital expansion fees may be required for proposed change of use in accordance with City Ordinance C-05-21.
4. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
5. Additional comments may be forthcoming at the DRC meeting.



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**CASE COMMENTS:**

Please provide a response to the following:

1. It appears that proposed tree work includes off-site trees. Please clarify and provide written documentation from adjacent owner that indicates permission to perform work on their site. Otherwise, remove all reference to off-site work.
2. The landscape plan is to be in compliance with the recently approved development permit. Obtain a copy of those plans and submit as reference.

**Please consider the following prior to submittal for Building Permit:**

1. A separate sub-permit application for Tree Removal & Relocation, and General Landscaping for site are required at time of master permit submittal. These are Landscape and Tree permit application documents different than the Broward County standard applications. Please note this at time of submittal.
2. 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.
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. Proposed landscaping work in the City's right of way requires engineering approval. This approval requires documents to be submitted for Engineering review.



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**CASE COMMENTS:**

Please provide a response to the following:

1. All entry / exit doors should be solid, impact resistant or metal.
2. All entry and exit doors should be equipped with a secondary locking system like door pins, deadbolts or other burglary prevention hardware.
3. Any restricted access door should be labeled as such and equipped with access control features including 180 degrees peepholes or viewports.
4. Maintain a video surveillance system that records continuously 24 hours a day and meets the following criteria: Cameras are fixed in a place that allows for the clear identification of persons and activities in controlled areas of the premises. Controlled areas include grow rooms, processing rooms, storage rooms, disposal rooms or areas, and point-of-sale rooms. Cameras are fixed in entrances and exits to the premises, which shall record from both indoor and outdoor, or ingress and egress, vantage points. Recorded images must clearly and accurately display the time and date. Retain video surveillance recordings for at least 45 days or longer upon the request of a law enforcement agency. Consider parking areas as well.
5. Maintain a fully operational security alarm system that secures all entry points and perimeter windows and is equipped with motion detectors; pressure switches; and duress, panic, and hold-up alarms. The alarm should have battery back-up and or cellular back-up features. Consideration should be given to providing portable "Panic" buttons on site.
6. Ensure that the medical marijuana treatment center's outdoor premises have sufficient lighting from dusk until dawn. All lighting and landscape should follow C.P.T.E.D. guidelines as well.
7. Any safe should be bolted to the floor or affixed in a manner that prevents its removal.
8. Ensure that the indoor premises where dispensing occurs includes a waiting area with sufficient space and seating to accommodate qualified patients and caregivers and at least one private consultation area that is isolated from the waiting area and area where dispensing occurs. A medical marijuana treatment center may not display products or dispense marijuana or marijuana delivery devices in the waiting area. There should be access control strategies to prevent public access to restricted areas. This could be addressed by doors or other physical barriers and appropriate signage.
9. All back doors to the site should be equipped with a 180 degree viewport or peephole that allows employees to identify individuals attempting to access the business.
10. The waste container enclosure should be access controlled to avoid unrestricted access issues.
11. All Cannabis products should be kept in a secured, locked room or a vault and be inaccessible except when dispensing.
12. Any common walls between adjacent businesses should be reinforced to prevent a security breach through the adjoining walls.
13. When transporting - Lock marijuana and marijuana delivery devices in a separate compartment or container within the vehicle; Require employees to have possession of their employee identification card at all times when transporting marijuana or marijuana delivery devices; Require at least two persons to be in a vehicle transporting marijuana or marijuana delivery devices, and require at least one person to remain in the vehicle while the marijuana or marijuana delivery device is being delivered; Provide specific safety and security training to employees transporting or delivering marijuana and marijuana delivery devices.
14. Address all other State regulations and City ordinances (FSS 381.986; Sec. 47-18.46) which may not have been addressed above.



Noted: A security plan was included with site plan and may address above listed comments. Please note the page number when addressing comments.

### **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. 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](mailto: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. Show containers on the plans.



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**CASE COMMENTS:**

1. Submit a traffic impact statement and coordinate with the Transportation and Mobility Department regarding traffic calming and a traffic impact study if needed. Take into consideration that the review of this study, once submitted, will take about 4-6 weeks.
2. All loading and unloading must be contained on site including postal delivery services.
3. Show all sidewalks clear path dimensions on the site plan, including all pinch points on the site.
4. Bicycle parking is strongly encouraged, covered if possible, with a bike pump. Consult the APBP Bicycle Parking Guidelines and Broward County End-of-Trip Bicycle Facilities Guide. Provide the minimum long term and short term bicycle parking based on requirements in the guide and include total counts on the site plan data sheet.
5. Please consider enhancing the pedestrian experience by providing interactive public art works, seating, and shade along all sidewalks to promote multimodal travel.
6. 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.
7. Additional comments may be provided upon further review.
8. Signature required.

**GENERAL COMMENTS:**

Please address comments below where applicable.

1. Contact Benjamin Restrepo at 954-828-5216 or brestrepo@fortlauderdale.gov to set up an appointment for final plan approval.
2. The City's Transportation & Mobility Department encourages the use of sustainable materials such as permeable pavement and electric car charge stations and installation of multimodal facilities such as bicycle pump stations and bike lockers.
3. Please note that any work within the City's right-of-way will require an MOT approved by Transportation and Mobility and Engineering for permitting. Any full closures of roadways, alleys, or sidewalks that are over 72 hours will require a Revocable License Agreement (RLA) with the City of Fort Lauderdale.





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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](http://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 site is designated Commercial 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.
3. The proposed project requires review and approval by the Planning and Zoning Board (PZB). A separate application and fee is required for PZB submittal, and the applicant is responsible for all public notice requirements, pursuant to the Unified and Land Development Regulations (ULDR), Section 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.
4. Pursuant to Public Participation requirements of ULDR, Section 47-27.4.A.2.c., 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.

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

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.

5. Responses to applicable ULDR criteria were submitted, however, please provide additional information to the following ULDR sections by providing a complete point-by-point narrative response, on letterhead, with date and author indicated:
  - a. Section 47-18.46, Medical Cannabis Dispensing Facility;
  - b. Section 47-25.2 Adequacy Requirements; and,
  - c. Section 47-25.3, Neighborhood Compatibility.



6. The narrative response to appears to address ULDR, Section 47-18.46., Medical Cannabis Dispensing Facility, however, ULDR Section 47-18.26., Public Purpose Uses was written. Please ensure to address the correct ULDR section.
7. Provide information on how the distance from a school, daycare, park, and library were verified.
8. As shown on the Survey, Sheet S100, the proposed use is exactly 1,500 feet from a school and daycare that is in the City of Oakland Park along Oakland Park Boulevard. Based on the distance regulations of the medical cannabis dispensing facility regulations, an expansion into the north portion of the building of the use will not be allowed.
9. Provide an additional survey that enlarges the subject site with a 1 mile radius buffer area and a 1,500 foot radius buffer area.
10. Provide the following information on Site Plan, sheet C200:
  - a. Update the parking calculations in the Site Data Table to include parking counts based on gross square footage and parking ratio for all uses on site;
  - b. Provide the Hours of Operation for the proposed Medical Cannabis Dispensing Facility; and,
  - c. Provide a note that refers to the sheet the Security Plan details is illustrated.
11. A security plan is required to ensure the safety of persons and to protect the premises from theft both in the premises and in the surrounding rights-of-way. Provide detailed notes on the Floor Plan, Sheet 1, of how the Security Plan meets the criteria pursuant to ULDR, Section 47-18.46.D.3, Medical Cannabis Dispensing Facility. Notes should include, but are not limited to:
  - a. A silent security alarm that notifies the police department that a crime is taking place;
  - a. A vault;
  - b. Drop safe or cash management device that provides a minimum access to the cash receipts;
  - c. Security camera system capable of recording and retrieving for at least thirty (30) days; and,
  - d. An image which shall be operational at all times during and after business hours.
12. Coordinate and discuss the Security Plan with the Police Representative and ensure that the application addresses criteria as defined in ULDR, Section 47-18.46.D.3, Medical Cannabis Dispensing Facility.
13. Ensure that landscape is compliant with the last approved site plan.
14. Signage is illustrated on the elevation sheets. Please note that signage requires a separate Building Permit submittal and approval.
15. If applicant plans on making any changes to mechanical equipment, depict/label all mechanical equipment including spot elevations of all mechanical equipment to verify proposed screening adequately shields all equipment from view and/or incorporate these elements onto a seamless design treatment solution. Equipment should be centralized to the extent possible so it's not visible. In addition, indicate all mechanical equipment within the subject site on the site plan and elevations where applicable.
16. The City's Vision is to support sustainable infrastructure. Consider employing green building practices throughout the project such as, but not limited to; charging stations, tank-less water heaters, rain collection systems, pervious pavement where appropriate, bio-swales, Florida Friendly™ plant materials, solar panels and green roofs.



### GENERAL COMMENTS

The following comments are for informational purposes. Please consider prior to submittal for Final Development Review Committee ("DRC"):

17. Additional comments may be forthcoming at the DRC meeting.
18. Provide a written response to all DRC comments within 180 days.
19. An additional follow-up coordination meeting may be required to review project changes necessitated by the DRC comments. Prior to routing your plans for Pre-PZ and/or Final DRC sign-off, please schedule an appointment with the project planner (call 954-828-6162) to review project revisions and/or to obtain a signature routing stamp. Please note applicant is responsible for obtaining signatures from all discipline members that had comments and may need to resolve comments through individual appointments if necessary.

