



DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

MEETING DATE: May 28, 2019

APPLICANT: AIDS Healthcare Foundation, Incorporated

PROJECT NAME: Site Improvements to AIDS Healthcare Foundation

CASE NUMBER: R19032

REQUEST: Site Plan Level II Review: Site Improvements to Existing Parking Lot and Relocation of Access Drive in Downtown Regional Activity Center

LOCATION: 750 SE 3rd Avenue

ZONING: Regional Activity Center - City Center (RAC-CC)

LAND USE: Downtown Regional Activity Center (D-RAC)

CASE PLANNER: Jim Hetzel



Case Number: R19032

CASE COMMENTS:

- 1) Detail Accessible Paths of Travel into the Building with Dimensioned Elevations and Approach areas

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.

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DEDICATION OF RIGHTS-OF-WAY: Per ULDR Section 47-25.2.M.5, property shall be conveyed to the public by plat, deed or grant of easement as needed in accordance with the Broward County Trafficways Plan, the city's comprehensive plan, subdivision regulations and accepted applicable traffic engineering standards:

- a. Provide corner chord Right-of-Way dedication or permanent Right-of-Way Easement on southeast corner of SE 3rd Avenue & SE 7th Street intersection (coordinate size with BCHCED). Clarify with BCHCED if Right-of-Way dedication or Right-of-Way Easement will be required.
- b. Provide corner chord Right-of-Way dedication or permanent Right-of-Way Easement on northeast corner of SE 3rd Avenue & SE 8th Street intersection (coordinate size with BCHCED). Clarify with BCHCED if Right-of-Way dedication or Right-of-Way Easement will be required.
- c. Provide permanent Sidewalk Easement as appropriate along east side of SE 3rd Avenue to accommodate portion of pedestrian clear path (coordinate required width with BCHCED and TAM) that may be located beyond public Right-of-Way; show / label delineation in the plans.
- d. Provide permanent Sidewalk Easement as appropriate along west side of SE 4th Avenue to accommodate portion of pedestrian clear path (coordinate required width with TAM) that may be located beyond public Right-of-Way and/or Right-of-Way Easement dedication; show / label delineation in the plans.
- e. Provide permanent Sidewalk Easement as appropriate along north side of SE 8th Street to accommodate portion of pedestrian clear path (coordinate required width with TAM) that may be located beyond public Right-of-Way and/or Right-of-Way Easement dedication; show / label delineation in the plans.
- f. Provide permanent Pedestrian Access Easement as appropriate, oriented east-west through the middle of the property, to accommodate public access between proposed mid-block pedestrian crosswalk on SE 4th Avenue and existing bus stop on SE 3rd Avenue; show / label delineation in the plans.

CASE COMMENTS:

Prior to Final DRC sign-off, please provide updated plans and written response to the following review comments:

1. Discuss status of existing encumbrances such as easements (including whether public or private) shown on survey: 14' Utility Easement that runs east-west through middle of property, 10' FPL Easements that partly overlap 14' Utility Easement, and 12' FPL Easement that runs north-south through middle of south half of property. Vacation of any platted Utility Easement would require a separate DRC submittal, DRC staff support, and City Commission approval.
2. 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), including preliminary layout of relocated buried power lines within 14' Utility Easement to be vacated (but outside of 10' FPL Easement to remain). Provide correspondence from utility owner (as applicable) and depict any additional requirements they may have on plan (i.e. easements).
3. Confirm with Case Planner that Downtown Master Plan Design Guidelines (3rd Avenue criteria) are correctly applied adjacent to this project: on-street parallel parking stalls are missing and 7' sidewalk should mostly be located beyond 80' Right-of-Way boundary. Show and label traffic lane lines for existing 5 lanes, proposed 4 lanes (including lane widths) within adjacent SE 3rd Avenue Right-of-Way. Since proposed SE 3rd Avenue northbound curb & gutter appears shifted west at least half a traffic



lane width, show and label proper lane shift tapers (per current MUTCD criteria) along SE 3rd Avenue at the SE 7th Street and SE 8th Street intersections, and forward written concurrence that BCHCED concurs with this proposed shifted roadway configuration.

4. Show and label existing/proposed stop sign/bar within Right-of-Way adjacent to the proposed development, as well as on driveway connections to Right-of-Way as applicable. Coordinate with TAM regarding possible signage for proposed mid-block pedestrian crosswalk on SE 4th Avenue.
5. Provide disposition of existing power pole, down guy, fire hydrant, and any other utilities within the adjacent right of way that maybe impacted by the proposed development, including possible conflict with required vertical clearance above public and access sidewalk.
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 (10' measured from intersection point of pavement edges), 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](#). Sight triangles located at the intersection of a local street with a Right-of-Way under Broward County jurisdiction may be subject to the sight visibility requirements of that jurisdiction.
7. 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 (include typical cross-sections along all property lines as appropriate), and how the proposed project improvements (i.e. on-street parking, sidewalks, etc.) will not adversely impact the adjacent Right-of-Way. Drainage mitigation shall be required for any impacts within the adjacent City Right-of-Way such as increased runoff or reduction of existing storage/treatment due to proposed improvements, in accordance with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-15-08), Objective 4.1 under Infrastructure Elements. Applicant shall be responsible for maintenance of these proposed storm drain infrastructure improvements located within City Right-of-Way during a 1-year warranty period, until accepted by the City's Public Works Department.
8. Show all existing and proposed utilities on the landscaping plans for potential conflict. 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). Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans. Also, 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.
9. 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, and any Jib Crane radius shall not extend beyond private property boundaries. Any City Right-of-Way closure over 72 hours requires a Revocable License Agreement, processed by Property Right-Of-Way Committee (DRC) and approved by the City's Commission, prior to Right-of-Way permit issuance by the Department of Sustainable Development for Maintenance of Traffic.

Prior to submitting Administrative Review (i.e. DRC Level I) application to request Revocable License Agreement, please contact Dennis Girisgen at 954-828-5123 or dgirisgen@fortlauderdale.gov to discuss proposed scope of closure within City Right-of-Way.

10. 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.

11. Provide Maintenance Agreement Area Exhibit, which provides a visual representation of the area within the adjacent public Right-of-Way (adjacent to the proposed development) to be maintained in perpetuity by the developer. Label whether the adjacent Right-of-Way is FDOT, BCHCED, or City jurisdiction, as well as label all proposed improvements, including asphalt and other specialty paving, specialty sidewalks, landscaping, irrigation, lighting, curb and gutter etc. that will be maintained by the Applicant throughout the life of the improvements. Perpetual maintenance of newly constructed exfiltration trenches, inlets, etc. within adjacent City Right-of-Way will typically revert back to the City, upon successful inspection/acceptance by Public Works after 1-year warranty period. Any specialty paving for proposed mid-block crosswalk on SE 4th Avenue (i.e. within City Right-of-Way) shall be included in Maintenance Agreement. Coordinate with Broward County Transit any special paving and/or maintenance requirements for adjacent SE 3rd Avenue bus stop.
12. Conceptual Paving, Grading, and Drainage Plan:
 - 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. Provide elevations of drainage inlets and flow arrows to further illustrate drainage pattern. Revise label for profile A1-A1 in bottom left corner of sheet C2 to reflect profile D1-D1 shown on the site plan. Label existing storm manholes/inlets using the labels provided in the figure at the end of these notes.
 - b. Drainage mitigation shall be required for any impacts within the adjacent City Right-of-Way such as increased runoff or reduction of existing storage/treatment due to proposed improvements, in accordance with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-15-08), Objective 4.1 under Infrastructure Elements. Engineer of Record (EOR) shall evaluate the adjacent City roadway system capacity and demonstrate that the proposed improvements will not negatively impact the City's existing drainage system and provide recommendations in compliance with the City's Comprehensive Plan (i.e. meets or exceeds the 10-year/1-day storm event drainage criteria). Applicant shall be responsible for maintenance of these proposed storm drain infrastructure improvements located within City Right-of-Way during a 1-year warranty period, until accepted by the City's Public Works Department. (coordinate as appropriate with the respective FDOT and BCHCED agencies for mitigation of additional runoff within those jurisdictions).
 - c. Please note that private stormwater infrastructure (drainage pipes, wells, or basins,), Trees, or Permanent Structures (fences, walls, etc.) are not permitted in City Right of Way or City drainage easements. Please remove any proposed stormwater systems, or permanent structures that are not in compliance with this requirement or provide appropriate documentation of City Rights-of-Way or easement vacated to allow the construction of private underground utilities.
13. Provide storm runoff calculations, signed and sealed by a Florida registered professional engineer, which demonstrate how minimum criteria regarding adjacent street crown, water quality and finished floor elevations are met, as well as how the 25-year, 3-day storm event is maintained on site with zero discharge to Right-of-Way and adjacent properties. Please also comply with the City of Fort Lauderdale Comprehensive Plan (Ordinance C-08-18), Objective 4.1 under Infrastructure Elements, and be advised that effective 7/1/2017, all projects must comply with the Broward County 'Future Conditions Average Wet Season Groundwater Level' map.
14. Exfiltration Trenches:



- a. Provide exfiltration trench for all on-street parking areas (i.e. within City Right-of-Way adjacent to the proposed development) and corresponding drainage calculations.
 - b. Provide drainage inlet (per City standard details and specifications) on each end of exfiltration trench located within City Right-of-Way.
 - c. Provide at least a clean out structure at each end of exfiltration trench located within the property.
15. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflict. A min. 5 feet and 10 feet horizontal clearance horizontal separation is required between city utilities infrastructure and proposed small and large trees, respectively. 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.
 16. Evaluate the possibility of utilizing a sustainable stormwater approach with the possibility of low impact (cisterns, pervious pavers, bioswales, raingardens, etc.) uses for landscaping along the streetscape.
 17. Please provide (or revise if already submitted) an erosion, sedimentation, and stormwater pollution prevention plan (SWPPP) showing the adjacent City's existing stormwater system. A copy of the approved SWPP shall be at the construction site from the date of demolition initiation to the date of final construction activities.
 18. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
 19. 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:

1. Please provide a landscape plan following the Downtown Guide lines.
2. Please take note that within the Downtown RAC district and as per Chapter 4 of the Downtown Master Plan Design Guidelines newly planted shade tree street trees are suggested to be a minimum of 20-22 feet tall; 10-12 feet spread with 6 feet canopy clearance and provided on 30 feet centers within the curb this is in addition to the trees for the bulb-outs. When overhead utilities exist, required street trees may be small maturing trees provided on 20 feet centers. Small maturing trees require a minimum 6 feet canopy clearance and a canopy (60%) to trunk (40%) minimum ratio.
3. Please provide an existing tree disposition plan of the trees to be impacted and those adjacent to the scope of work.
4. Additional comments may be forthcoming upon next review.

GENERAL COMMENTS

The following comments are for informational purposes.

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 is 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. Proposed landscaping work in the City's right of way requires engineering permit and approval (GLandscape permit). This approval requires documents to be submitted for Engineering review. Note that Landscape will not approve permit review without these Engineering documents being submitted.
3. 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 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.



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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 map and listing of officially-recognized neighborhood associations is provided on the City's website: <http://www.fortlauderdale.gov/neighborhoods/index.htm>). Provide acknowledgement and/or documentation of such outreach.
2. The site is designated Downtown Regional Activity Center (RAC) 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. Pursuant to the City's Unified Land Development Regulations (ULDR), Section 47-13.20.N, the project is subject to a 30-day review period by the City Commission and potentially subject to approval by the City Commission. The applicant will be required to submit a separate application if the project is placed on the City Commission agenda and the applicant will be responsible for all public notice requirements. Note, the City Clerk's office requires 48 hours' notice prior to a Commission meeting if a presentation is planned, e.g. PowerPoint, and that such presentation be provided on a CD or flash drive for the City Clerk. Contact the case planner for more information (954-828-5019).
4. Pursuant to the Downtown Master Plan (DMP) intents and guidelines, proposed development adjacent to certain streets shall meet the cross section for such streets. Staff has provided more specific comments below under each street type.
 - Principles of Street Design – SE 3rd Avenue
 - a. Provide street cross section depicting the proposed design elements as identified in the DMP;
 - b. Proposed cross section deviations must be clearly requested in project narrative and reflected on the plans; and
 - c. Provide correspondence from Broward County acknowledging the proposed cross section design.
 - Principles of Street Design – Local Streets
 - d. Provide street cross section depicting the proposed design elements as identified in the DMP, as it appears the proposed design does not meet the local street cross section;
 - e. Proposed cross section deviations must be clearly requested in project narrative and reflected on the plans;
 - f. Clarify the absences of on-street parking SE 7th Street.
5. Provide additional information on pedestrian access to and from the proposed City EMS station to the secured parking area depicted on Site Plan Sheet C0, e.g. pedestrian crosswalks on SE 4th Avenue.
6. Discuss public access areas on the property for pedestrian sidewalks and plaza areas as identified on Site Plan Sheet C0. Applicant shall provide the public 24-hour access to any public access areas that are utilized as part of the public sidewalk, along a public right-of-way for entire project frontage. Any required easements shall be vetted with Planning, Engineering and City Attorney's Office and provided to the City and/or appropriate government entities prior to obtaining a certificate of occupancy or certificate of completion, as applicable, from the City.



7. Ensure the site plan package contains adequate amount of detail drawings for site features such as fencing, seating elements, pavers, etc. Images should be provided that illustrate the design and proposed product type.
8. Coordinate with the representative for Transportation and Mobility (TAM) Department regarding plans for addressing mobility within the area, necessary project mitigation, and whether the project is located along a planned bike network.

GENERAL COMMENTS

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

9. 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. The plans indicate the project will be LEED certified. Staff recommends the applicant provide a preliminary LEED worksheet for the application file.
10. Provide a written response to all DRC and DRT comments within 180 days.
11. 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.
12. Additional comments may be forthcoming at the DRC meeting.



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CASE COMMENTS:

Please provide a response to the following:

1. No comments

Noted: The project will take in account all the recommended CPTED principles and incorporate the appropriate improvements into the design to minimize the risk to public safety and assure adequate police protection.

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. 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:

1. Ensure sidewalk is a minimum of 8 feet wide on **SE 3rd Ave**. This minimum is in reference to clear, unobstructed pathways –Light poles, trees and landscaping is not to be included in this zone. Landscaping should be between the sidewalks and back of curb and a minimum of 4 feet in width.
2. Ensure sidewalk is a minimum of 7 feet wide on **SE 4th Ave, SE 8th St, & SE 7th St**. This minimum is in reference to clear, unobstructed pathways –Light poles, trees and landscaping is not to be included in this zone. Landscaping should be between the sidewalks and back of curb and a minimum of 4 feet in width.
3. To be consistent with the downtown master plan, on street parallel parking should be constructed on SE 7th St.
4. Back of sidewalk should begin on the ultimate right of way/easement dedication line.
5. Please add pedestrian lighting along the sidewalks.
6. All loading and unloading must be contained on site including postal delivery services and rideshare pick up and drop off.
7. Is a mid-block crossing on NE 4th Ave being proposed? If so, the crossing must be designed with the proper curb ramps and striping and signage.
8. Please provide a Brasco Interlude Bus Shelter for the transit stop on SE 3rd Ave.
9. Please show inbound and outbound stacking requirements from the property line to the first conflict point according to sec 47-20.5 General design of parking facilities for each driveway.
10. 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). The request for reduction of sight triangle dimensions is subject to review by the City Engineer on a case-by-case basis. 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.
11. Bicycle parking is needed. Consult the APBP Bicycle Parking Guidelines, city of Fort Lauderdale Parking Standards 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.
12. 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.
13. Additional comments may be provided upon further review.

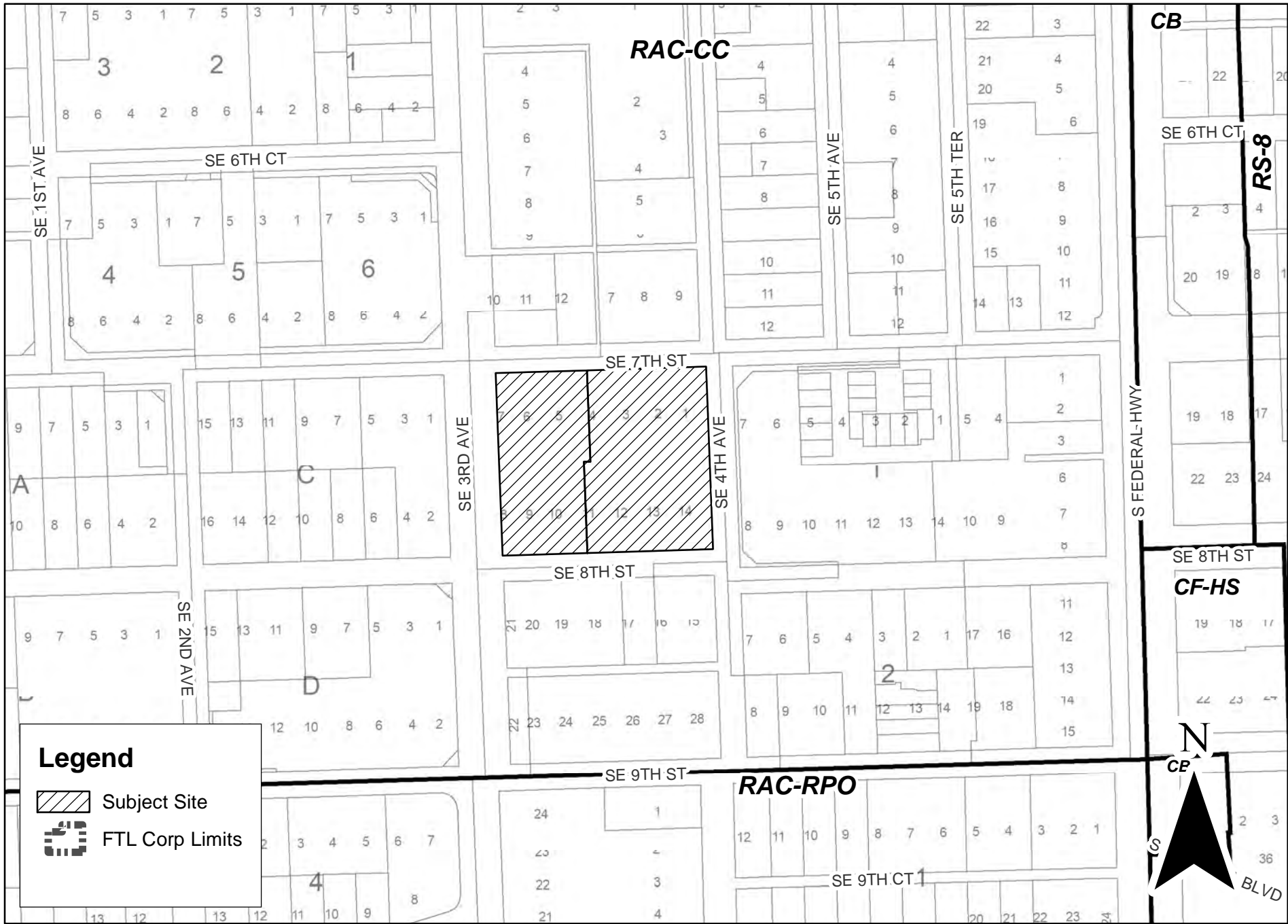


14. Signature required.



GENERAL COMMENTS:

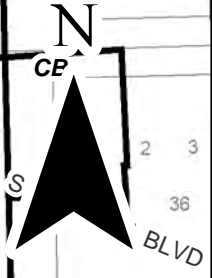
Please address comments below where applicable.

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.



Legend

-  Subject Site
-  FTL Corp Limits



R19032

