



DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

MEETING DATE: October 12, 2021

PROPERTY OWNER: Spectrum Investors, LLC.

APPLICANT/AGENT: Joe Handley, Craven Thompson & Associates, Inc.

PROJECT NAME: Broward County Supervisor of Elections Offices

CASE NUMBER: UDP-S21042

REQUEST: Site Plan Level II Review: 94,506 Square-Foot Addition to Office Park

LOCATION: 2050 Spectrum Boulevard

ZONING: Airport Industrial Park District (AIP)

LAND USE: Employment Center

CASE PLANNER: Lorraine Tappen / Michael Ferrera (Assisting)



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CASE COMMENTS:

Please provide a response to the following:

1. Specify the Florida Building Code 7th edition on plan for the proposed development [FBC 2020-101.2]
2. Specify uses and occupancy classification per Chapter 3 of the FBC 2020.
3. Specify height and area compliance per Chapter 5 of the FBC 2020.
4. Provide building construction type designation per Chapter 6 of the FBC 2020.
5. Specify fire-resistance rating requirements based on building separation FBC Table 601 and 602.
6. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the FBC
7. Specify required number of exits based on travel distance, occupancy load and use FBC 1006

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 December 31st, 2020 the 7th 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 10' x 15' (min.) permanent Utility Easement for any 4 Inch or larger water meter and/or the first private sanitary sewer manhole located within the proposed development (for City Maintenance access); label delineation on the plans as appropriate.

CASE COMMENTS:

Prior to Final DRC sign-off, please provide updated plans and written responses 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 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/departments/sustainable-development/building-services/engineering-forms-and-contact-info/development-review-committee-service-demand-calculations-for-water-sewer-request-form>
2. Water and Sewer Plan:
Proposed water service connections should utilize a full-flow domestic meter and double detector check valve assembly on NW 21st Avenue and a new full-flow domestic meter and double detector check valve assembly on NW 49th Street instead of proposed water main extension and a 10-foot easement. Please also amend the Demolition Plan to match.
3. Please email CRBARRETT@FORTLAUDERDALE.GOV to obtain copies of the City utility maps as applicable to the project location and show existing City utilities and easements (water, sewer, force main, and stormwater utilities) in proposed engineering plans (utility demolition, stormwater pollution prevention plan (SWPPP), and civil plans).
4. Discuss status of existing encumbrances such as easements (including whether public or private) shown on Survey. Vacation of any platted Utility Easement or right-of-way would require a separate DRC submittal, DRC staff support, and City Commission approval. Encroachments within utility easements will require non-objection letters from utility agencies.
5. 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. For the 25-year, 3-day storm, please demonstrate that the design stage is equal to or less than the pre-condition, or revise and resubmit all affected plans showing the perimeter grade (including entrance and exit driveways) at or above the 25-year, 3-day design storm stage. 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. Per Public Works, a clean-out is required at each end of proposed exfiltration trenches.
6. Provide an Erosion, Sedimentation, and Stormwater Pollution Prevention Plan (SWPPP) including protective measures to be implemented protecting adjacent City stormwater system. A copy of the approved SWPPP shall be at the construction site from the date of demolition initiation to the date of



final construction activities. CCTV Notes, Pollution Prevention Notes, and Dewatering Notes to be added to SWPPP can be found on City website.

7. If dewatering activities are anticipated, a notarized City dewatering affidavit along with a dewatering permit shall be solicited at City's building department. Please contact Gabriel Garcia (Ggarcia@fortlauderdale.gov) for a list of submittal requirements for a dewatering plan.
8. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflicts. 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 public infrastructure to resolve the conflict(s) and to comply with City, County & State engineering standards/permits/policies. Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans.
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 loaded 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.
10. 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 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.
11. 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.
12. For Engineering General Advisory DRC Information, please visit our website at <https://www.fortlauderdale.gov/home/showdocument?id=30249>
13. Additional comments may be forthcoming at the DRC meeting and once additional information is provided on plans.



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CASE COMMENTS:

Please provide a response to the following.

1. With a modification of the calculation, trees may be proposed retention area. Please provide trees within the retention area such as Cypress and Florida Maple.
2. Mitigation on disposition sheet for Royal palms to be recalculated.
<https://www.fortlauderdale.gov/home/showpublisheddocument/6378/636262256836830000> here is a short cut to the Landscape web page for example of calculating mitigation for Royal palms.
3. Tree island without a tree located north of Atrium west of Ballot Processing areas. Please shift the tree island if in conflict with the overhead covered parking canopy structure to allow for a tree to be proposed.
4. Please provide a cross section demonstrating horizontal clearance of proposed street trees on the berm to the city's infrastructure along NW 49th Street.
5. There was conversation during the preliminary meeting as to additional sidewalk along NW 49th Street. It appears that east of the driveway there are underground utilities that may be of a conflict for street trees street side of the sidewalk. A new sidewalk along NW 49th Street will have an impact on the existing trees to remain in place. Please provide information as to the impact to these trees and how the sidewalk will be constructed without damage to those trees.
The use of structural soil is required in paved sites to provide adequate soil volumes for tree roots under pavements, as per ULDR Section 47-21.13. Structural soil details and specifications can be obtained at <http://www.hort.cornell.edu/uhi/outreach/index.htm#soil> This is to be provided at a minimum of 8' radii of tree trunks, and is to be consistently illustrated and noted on landscape, site and civil plans. The structural soil drain is required when percolation rates are less than 4" vertical clearance per hour. Provide documentation of report used to prove this calculation. The drain and connections are to be illustrated on civil plans.
 - a. Demonstrate hashing on landscape, site and civil plans as to the extent of use of the Structural Soil.
 - b. Provide Structural Soil Detail and composition.

There is a product that the Landscape Department will approve the use of in place of Structural soil. With the Structural soil repositioning of the underground utilities is required. A suspension modular paving system product will provide the required root development area for a healthy and vibrant tree, along with their use it will allow the utilities to be in place and not affect their location in conjunction with the tree's root system. Please look into the use of the Green Blue Urban soil cell, Silva cell or like product for this and all future site developments. As with the use of Structural soil a detail of the product and indication of the extent of use to be provided of the soil cell pavement support systems product.



6. Regarding proper horizontal distance from TREES to existing or proposed STORM pipes and exfiltration trenches, PW STW OPS standard review note states as follows: "The edge of any City's existing storm-water assets (pipes, exfiltration trenches, structures, or other) shall be located at 5' minimum (7' preferred) horizontal clearance from any proposed tree's root system and with appropriate root barriers per City's landscaping regulations." The 5' min, 7' preferred hor. requirement should be measured from the outer edge of the storm pipe or exfiltration trench to the radius of the tree root system—not from the center of a tree to the center of a pipe or other.
7. Additional comments may be forthcoming prior to DRC sign off.

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 not at this time of DRC 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 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.

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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.
2. Glass windows should be equipped with burglary deterrent features such as track blocks, door pins, or similar devices.
3. All glazing should be impact resistant.
4. Interior should be pre-wired for an alarm system.
5. Lighting and landscaping should follow CPTED guidelines.
6. Stairs should be egress-only at the ground level to avoid unauthorized intrusion.
7. A CCTV system should be employed throughout the property with focus on entry/exit points, elevators, parking garage, hallways, and common areas. It should be capable of retrieving an identifiable image of a person.
8. Emergency communication devices should be placed in the parking areas. These should be easily identifiable and accessible.
9. Light reflecting paint should be used in parking lot to increase visibility and safety.
10. All restricted areas should be access controlled and labelled as such.
11. Elevators should be access controlled and labelled as such, to indicate employee only access versus public access.
12. Office and 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.

GENERAL COMMENTS

It is highly recommended that the managing company plan for private security during construction.
Please submit responses in writing prior to DRC sign off.



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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. Provide on the site plan a garbage truck turning radii 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 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 dwilson@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:

Proposed parking need is met

1. Submit a traffic impact statement and coordinate with the Transportation and Mobility Department regarding traffic calming and a traffic impact study if needed. A traffic study is needed Pursuant to 47-25.2.M.4. Applicant must fund City's review by consultant and pay a \$4,000 deposit prior to scheduling a methodology meeting after which the study will be prepared, transmitted, and reviewed by the City's consultant. Staff and consultant's review concerns shall be adequately resolved prior to gaining authorization for either the Planning & Zoning Board or City Commission hearings. Take into consideration that the review of this study, once submitted, will take about 4-6 weeks once all documents are received.
2. 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.
3. When located within a commercial zoning district off-street parking may be permitted to be constructed with compact parking spaces eight (8) feet, eight (8) inches in stall width by sixteen (16) feet in length and shall not exceed twenty percent (20%) of the total number of required parking spaces. Compact parking spaces shall be located throughout the parking facility and designated to be used for parking compact cars through the use of signage and pavement markings.
4. Illustrate clear sight triangle for the intersections and driveways.
5. All internal circulation and queuing areas must be designed to accommodate the turning radii of the vehicles that will be using the site. Provide auto turn vehicular paths to depict how the ground floor site circulation will work.
6. Bicycle parking is strongly encouraged. Consult the APBP Bicycle Parking Guidelines, city of Fort Lauderdale Parking Standards and Broward County End-of-Trip Bicycle Facilities Guide. Look to 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. Bicycle parking needs to be located on the site so that it is accessible to the public.
7. Additional comments may be provided upon further review.

GENERAL COMMENTS:

Please address comments below where applicable.

1. 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.



2. 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: <https://www.fortlauderdale.gov/departments/city-manager-s-office/office-of-neighbor-support/neighborhood-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 Employment 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.
3. Provide a Plat Determination Letter from Broward County Planning Council verifying whether the property needs to be platted or re-platted. If a plat or re-plat is not required, contact the Broward County, Development Management and Environmental Review Section, at (954) 357-8695 to ensure that the proposed project is consistent with the latest recorded plat restriction(s). If a plat note or non-vehicular access line (NVAL) amendment is needed, a separate application is required, which is reviewed administratively and can be found here: [Administrative Review Application](#).
4. Indicate the project's compliance with ULDR Section 47-25.3, Neighborhood Compatibility, by providing point-by-point responses to criteria, on letterhead, with date and author indicated.
5. Provide the following changes on site plan:
 - a. Show centerlines of all adjacent ROWs and dimension widths.
 - b. Dimension depth of the landscape area between parking and eastern property line to show that the minimum (2½) feet requirement has been met.
 - c. Increase landscaped island width to 10 feet where the proposed number of parking spaces is 12 pursuant ULDR Section 47-21.12.
 - d. Provide parking space dimensions for the spaces on the southwest portion of property.
 - e. Coordinate with Transportation and Mobility comments and clearly/fully depict traffic flow markings.
 - f. Provide sidewalk along NW 49th Street.
 - g. Add locations of light poles. Poles appear within parking stalls north side of the site on PH-1. Please clarify.
 - h. ULDR Sec 47-14.30, minimum design standards for fences and wall in the AIP district, required fences located within the setback from the street can only be three feet high and that metal fences must be chain link and screened with a hedge. In order to construct the fence as proposed, coordinate with Zoning and consider seeking a variance from the Board of Adjustment. The application can be found at this [link](#).
6. Provide light pole material. All light poles must be constructed of masonry or metal. Consider reduced height of poles due to proximity of the project nearby residential area. Be aware that lighting fixtures greater than ten (10) feet in height are used, they shall be located a minimum of fifteen (15) feet away from shade trees (Section 47-20.14)
7. Metal fences in the AIP zoning district must be of the open-weave chain link type and must have an abutting hedge that will screen the fence from the street abutting the property.



8. Provide the following changes on elevations:
 - a. Provide graphic examples of proposed materials include wall mounted screens.
 - b. Add rooftop mechanical equipment as outlined with dash lines.
9. Provide height of flag poles. Flag poles cannot exceed thirty (30) feet in height.
10. Provide details for 6-foot screen wall, and clarify location within a 10-foot FPL easement. Walls shall be finished on both sides, with materials, such as painted stucco, prefinished block, or other prefinished materials, and shall be compatible with proposed or existing buildings. Walls shall include finishing features, such as changes in texture or color, variety of materials, capstones, decorative painting, or bands of tile per ULDR Section 47-19.5.
11. In regard to physical, communication, and radar obstructions, the Federal Aviation Administration (FAA) requires a review for interference by the proposed construction. Provide a letter from the FAA indicating that such review has been performed. FAA approval must be obtained prior to application for building permit. To initiate FAA review, access the FAA web page at <https://oeaaa.faa.gov>.
12. Pursuant to ULDR Section 47-25.3.A.3.b.iii, Neighborhood Compatibility Requirements; all rooftop mechanical equipment, stair and elevator towers shall be designed as an integral part of the building volume and shall be screened with material that matches the material used for the principal structure and shall be at least six (6) inches high above the topmost surface of the roof mounted structures. Provide the following:
 - a) Roof plan indicating the location of all mechanical equipment with spot elevations of the parapet wall and roof as well as mechanical equipment to verify adequate screening;
 - b) Identify the location of equipment on building elevations by outlining the equipment with dash lines; and
 - c) Provide screening product material including images or pictures of actual application of such.



GENERAL COMMENTS

The following comments are for informational purposes.

1. Be advised that pursuant to State Statute, Section 166.033, states that development permits which require a quasi-judicial or public hearing decision must complete within 180 days unless an extension of time is mutually agreed upon between the City and the applicant
2. If a temporary construction/sales trailer is needed for this project, verify details and location with the Building Representative. 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.
3. 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 case planner (Lorraine Tappen, LTappen@fortlauderdale.gov) to review project revisions and/or to obtain a signature routing stamp.
4. 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.
5. Additional comments may be forthcoming at the DRC meeting.



Legend

-  Subject Site*
-  FTL Corp Limits

*General Location

UDP-S21042

