

CITY OF FORT LAUDERDALE

DEVELOPMENT REVIEW COMMITTEE



CASE COMMENT REPORT

CASE NO. UDP-S24065



CITY OF FORT LAUDERDALE



CASE INFORMATION

CASE:	UDP-S24065
MEETING DATE:	November 26, 2024
REQUEST:	Site Plan Level II Review: 1,729 Square-Foot Professional Office Use with Associated Parking Reduction Request
APPLICANT:	Grimaldi & Weiss Management, LLC.
AGENT:	Alexander Mohr, John J. Doyle Development Corp.
PROJECT NAME:	Grimaldi & Weiss Management Office
PROPERTY ADDRESS:	648 NW 22nd Road
ZONING DISTRICT:	Community Business (CB)
LAND USE:	Northwest Regional Activity Center
COMMISSION DISTRICT:	3 – Pamela Beasley-Pittman
NEIGHBORHOOD ASSOCIATION:	Durrs Community Association
CASE PLANNER:	Yvonne Redding

RESUBMITTAL INFORMATION

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



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CASE COMMENTS:

Please provide a response to the following:

1. Show allowable height, allowable number of stories, and allowable area compliance per Chapter 5 of the 2023 FBC.
2. Provide building construction type designation per Chapter 6 of the 2023 FBC.
3. Specify fire-resistance rating requirements based on building separation and construction type per Table 601 and 602 of the 2023 FBC.
4. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the 2023 FBC.
5. Indicate code compliant sprinkler system per Section 903 of the 2023 FBC.

GENERAL COMMENTS

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

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

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

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

Please consider the following prior to submittal for Building Permit:

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



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CASE COMMENTS:

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

1. Meet the City's Adequacy requirements 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. If the adequate infrastructure is not available, prepare a design that extends/expands the connection to the nearest City system to adequately serve this development.
 - a. Prepare service demand calculations for water & wastewater services and obtain a letter of service availability from the City's Public Works – Engineering Department. Submit water and wastewater capacity availability request form and documents/ plans through the city website. <https://www.fortlauderdale.gov/government/departments-a-h/development-services/building-services/engineering-permits/development-review-committee-service-demand-calculations-for-water-sewer-request-form>
2. 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. If any encumbrances are found in the property, provide a copy of the recorded documents accordingly (i.e. easements, dedications, agreements, vacations, etc.).
3. Provide disposition of existing utilities on-site and within the adjacent right of way that may be impacted by the proposed development. Label information on plans (i.e. utility to remain/ be relocated/ removed). Provide correspondence from utility owner (as applicable) and depict any additional requirements they may have on plan (i.e. easements). Utilities include but are not limited to above and underground water, sewer, drainage, electrical, communications, light/power poles, down guys, fire hydrants, manholes, etc.
4. Clearly depict trash enclosure/location on site plan.
5. Sheets A-2.0 (Building Elevations): Show and label existing Right-of-Way, proposed Right-of-Way, and horizontal building clearances on all building elevation / section details, as appropriate.
6. Provide and label typical roadway cross-sections for the proposed development side of NW 22nd Road: at driveway access points and at landscape swale areas (i.e. between travel lane and sidewalk) as appropriate. Cross sections shall be provided along each property line.
7. Existing public sidewalks adjacent to the proposed development (to remain) must be inspected by the Engineer of Record to ensure existing sidewalks meet ADA standards and are in good condition. A signed and sealed assessment must be provided indicating sidewalks were inspected and any sidewalk replacement requirements. Plans shall reflect the extent of sidewalk replacement accordingly.
8. For surface or ground-level parking lot layout:



- a. Please satisfy the requirements for Section 47-20.5.C.6.(a) of the ULDR, according to this section adequate stacking distance shall be required for both inbound and outbound vehicles to facilitate the safe and efficient movement between the public right-of-way and the development. The stacking area shall be designed to include a space of twelve (12) feet wide by twenty-two (22) feet long.
9. Show proposed water meter per City standards details.
10. Proposed a new sewer lateral. Each lot shall provide their own sewer lateral. Sanitary sewer clean out must be provided at 2.5' from property line per City standards.
11. Show and label all existing and proposed utilities (utility type, material and size) on civil and landscaping plans for potential conflict.
12. 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 including typical cross-sections along all property lines as appropriate.
13. Depict proposed building doors and provide sufficient grades/details on conceptual paving, grading and drainage plans to verify ADA accessibility design for the site, especially ground floor access to the new building, as well as crossing proposed driveways and connecting to existing sidewalks (at intersections and with adjacent property) as appropriate; coordinate proposed site grading and 1st Level Finished Floor Elevations to meet ADA accessibility requirements.
14. Per ULDR Sec. 47-20.13.D - On-site stormwater retention shall be provided in accordance with the requirements of the regulatory authority with jurisdiction over stormwater management System. Therefore, please provide drainage calculation showing proposed design will meet applicable South Florida Water Management District design criteria.
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 (including proposed water and sewer services to the development). Any new trees (located within or adjacent to City Right-of-Way) should be placed with sufficient horizontal and vertical distances (per City, County, and State guidelines) to / from City's public infrastructure, including stormwater assets, to allow for continued Public Works maintenance without obstruction. If this cannot be accommodated due to field conditions, then the developer shall relocate the existing City's public infrastructure to resolve the conflict(s) and to comply with City's, County's & State's engineering standards/permits/policies. Ensure separation is provided and include a note regarding horizontal clearance requirement on the landscape plans.
16. 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.
17. 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 landscaping and irrigation that will be maintained by the Applicant throughout the life of the improvements



18. 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
19. Proposed public and private improvements shall consider the construction limitation per Code of Ordinance Section 25-7 on all streets, alleys and sidewalks which are under the jurisdiction of the city, as these may be closed for construction for a period not to exceed seventy-two (72) hours.

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

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



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CASE COMMENTS:

Please provide a response to the following:

1. 2024 FEMA FIRM-Parcel contains two flood zones, AE 6 AND 0.2 X. Please provide flood zone delineation on site plan or survey. Survey required to determine whether proposed structure will fall within Special Flood Hazard Area.
2. Update flood information to represent 2024 FIRM.
3. A-2.0: Elevations must be provided in NAVD. Confirm elevations have been converted.

GENERAL COMMENTS

The following comments are for informational purposes.

1. Additional comments may follow pending submission of the complete plan set.



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CASE COMMENTS:

Please provide a response to the following.

1. There appear to be existing trees/palms on site located near the rear property line and street trees in the ROW. Provide an existing tree site plan or existing tree site survey illustrating all existing trees and palms, and number each one.
2. Provide a corresponding list, as per ULDR 47-21.15, of these trees/palms including:
 - a. tree number for each
 - b. botanical name and common name for each
 - c. trunk diameter, in inches, at chest height for trees
 - d. clear trunk in feet for palms
 - e. condition percentage as a number for each
 - f. indicate status for all existing trees/palms on site (remain, relocate, remove)
3. Please have a certified ISA Arborist provide the information as to the existing trees including the condition ratings that will be required for mitigation purposes. Please provide mitigation in equivalent replacement and in equivalent value. Please indicate how the mitigation will be provided on Landscape plans. Here is a link to a city web page to help with mitigation calculations.
<https://www.fortlauderdale.gov/home/showpublisheddocument/67614/637889169624700000>
4. Tree and Plant species included on the Florida Exotic Pest Plant Council's Invasive Plant Species List as amended, shall not be planted as required or optional landscaping, as per ULDR Section 47-21.18, and invasive plant species listed shall be removed from the site, as per ULDR Section 47-21.8. I, as applicable.
5. Provide tree protection barricade detail for existing trees on site to remain, as per ULDR 47-21.15, as applicable. This barricade must be installed prior to the beginning of proposed work, and a landscape job-check inspection may be scheduled.
6. As per ULDR 47-21.2.A, "net lot area" is defined as the total square footage of a parcel of land after subtracting the square footage area of any vehicular use area including the VUA required landscaping, building footprint, walls, walks and swimming pools or any other impervious area. The Sheet L-101 Landscape Requirements table uses gross lot area for calculations. Please revise for consistency.
7. As per ULDR 47-21.14.A.9. *Bufferyard requirement*, there shall be one (1) tree for every three hundred (300) square feet or fraction thereof of Neighborhood Compatibility Requirements bufferyard area, in addition to trees required to be installed to comply with general tree planting requirements and trees required for a VUA. Please illustrate the calculations and planting on landscape plans.
8. Provide required street trees in the right of way swale area, as per ULDR 47-21.13. B.16. Street trees are to be a minimum of 12 feet tall and provided at a ratio of one street tree per forty feet of street frontage or greater fraction thereof not subtracting ingress and egress dimensions. When overhead utilities exist, required street trees may be small trees provided at a minimum of a ratio of one street tree per twenty feet frontage or greater fraction thereof not subtracting ingress and egress dimensions.
9. Please note that a minimum separation of 6 feet is required between the tree trunk and travel lane when curb and gutter DO NOT exist, and a minimum separation of 4 feet is required between the tree trunk and travel lane when curb and gutter DO exist. Illustrate this clearance, as applicable to comment above.

10. Illustrate and label the horizontal clearance from tree trunk to edge of utility on the landscape plan. Landscaping must provide a minimum horizontal clearance of 5 feet for small trees and palms, and a minimum of 10 feet for large trees and palms from underground utilities.
11. Utilities must be protected using a root barrier fabric wrap or equivalent. Landscape Plans must illustrate and label existing and proposed utilities in the right-of-way to confirm no utility conflicts exist, and illustrate the above setback and wrap requirement if applicable. Provide root barrier fabric wrap detail.
12. Utilities and site amenities such as walkways, flagpoles, transformers, fire hydrants, sewer and water supply lines, trash enclosures, and similar items located on the site shall not be placed adjacent to, in, or under required tree planting areas, as per ULDR Section 47-21.12. Confirm with civil, site and life safety plans that utilities and site amenities are not causing conflicts with proposed landscaping. Where conflicts exist, shift the utility and/or site amenities.
13. As per Section 47-21.12. C.1.a. the first twenty-five percent (25%), or fraction thereof, of the required VUA trees shall be shade species with a three and one-half (3 ½) inch minimum trunk caliper and shall be evenly distributed between interior and perimeter landscape areas. The second twenty-five percent (25%), or fraction thereof, of required trees shall be shade species with a two and one-half (2 ½) inch minimum trunk caliper.
14. As per Section 47-21.9.G. Each tree shall have pervious area surrounding it sufficient to support the species, as determined by the department. Shade species with a minimum caliper of three (3) inches, two hundred and twenty-five (225) square feet with fifteen (15) feet being the smallest dimension. Shade species with a minimum caliper of two (2) inches, ninety (90) square feet with eight (8) feet being the smallest dimension.
 - a. Tree planting areas that are reduced in width will require structural soil or a product engineered for root growth under adjacent paved areas to provide this root development area.
15. 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.
16. A suspension modular paving system product may be used in place of CU Structural Soil. Please look into the use of the Green Blue Urban soil cell, Silva cell or like product for this and all future site developments. Provide a detail of product of use for root development under paved areas.
17. Additional comments may be forthcoming after next review of new plans and written comment responses.



GENERAL COMMENTS:

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

1. A separate sub-permit application for Tree Removal, Relocation, and General Landscaping for site is required at time of master permit submittal. These are Landscape and Tree permit application documents different than the Broward County standard applications. Please do not apply for these at time of DRC submittal.
2. Note that tree removal at time of demolition will not be permitted unless the Master Permit for redevelopment has been submitted for review.
3. Proposed landscaping work in the City's right of way requires engineering approval. This approval requires documents to be submitted for Engineering review. Note that Landscape will not approve permit review without these Engineering documents being submitted.
4. Provide separate Plumbing sub permit application for irrigation. Irrigation plans are required at time of Building permit submittal. Plans are to be in compliance with ULDR 47-21.6. A.11 and 47-21.10. Note that planting areas are to be irrigated on a separate zone than the turf areas so that once the plants are established, that particular zone can be shut off based on the season. The overall goal is to decrease water use through irrigation. Plant material must be grouped together based on watering needs (hydrozone) and turf areas must be limited and/or consolidated to less than 50% of the landscaped area. Illustrate hydrozones on planting plan and include calculations in table.



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CASE COMMENTS:

Please provide a response to the following:

1. Glass doors and windows should be equipped with burglary deterrent features such as track blocks, door pins, or similar devices.
2. All glazing should be impact resistant.
3. The building should be pre-wired for an alarm system.
4. Lighting and landscaping should follow CPTED guidelines.
5. A Video Surveillance System (VSS) should be employed throughout the property with focus on entry/exit points, bay doors, loading zones, parking lot, hallways, offices, and common areas. It should be capable of retrieving an identifiable image of a person.
6. Light reflecting paint should be used in the parking lot to increase visibility and safety.
7. All restricted areas and employee only areas should be access controlled and labelled as such.
8. Office, restroom, and storefront doors should be lockable from the inside to provide safe shelter in the case of an active threat such as an active killer event.



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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. Solid Waste charges shall be collected in monthly lease with Sanitation account for property under one name (Commercial).
5. 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.
6. 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).
7. Containers: must comply with 47-19.4
8. Dumpster enclosure: concrete pad, decorative block wall, gates hung independently, protective bollards, secondary pedestrian side entry, high strengthen apron and driveway approach, night light, hot water, hose bib, drain, low circulating ventilation for dampness, weep holes, landscaping, smooth surface walkway to accommodate wheeled containers.
9. Submit a Solid Waste Management Plan on your letterhead containing the name of project, address, DRC case number, number of units if applicable, and indicate whether it is Pre or Final DRC.
 - *This letter is to be approved and signed off by the Sustainability Division and should be attached to your drawings. Please email an electronic copy to Gwoolweaver@fortlauderdale.gov . The letter should include an analysis of the expected amounts of solid waste and recyclables that will be generated (if different from current capacity), and containers requirements to meet proposed capacity.*
 - *Community Inspections will reference this Solid Waste Plan for sanitation compliance issues at this location.*

GENERAL COMMENTS

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

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



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Follow up CASE COMMENTS:

1. Revise the last paragraph of the staking reduction analysis to agree with the analysis listed above it and remove the blank pages from the report.
2. Additional comments may be provided upon further review.

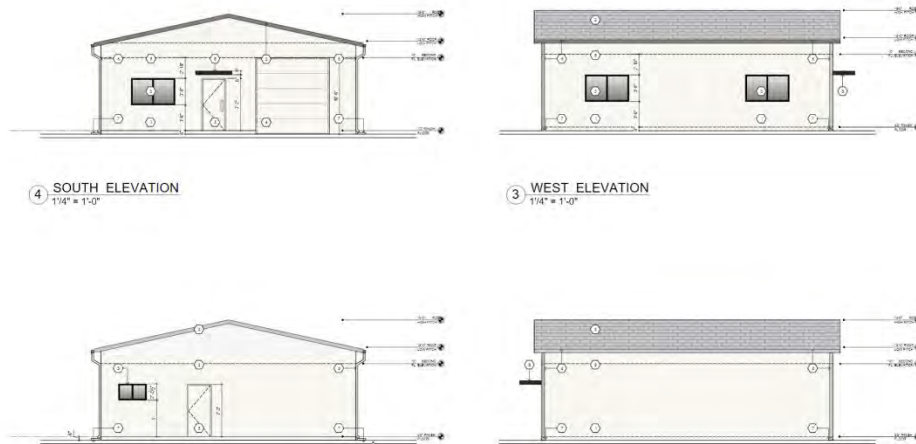
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CASE COMMENTS:

Please provide a response to the following:

- 1) Pursuant to State Statute 166.033(1) the application must be deemed approved, approved with conditions, or denied within 120 days of completeness determination, on or before *February 26, 2025*, unless a mutually agreed upon time extension is established between the City and the applicant. Please provide a statement requesting and agreeing to a waiver of these timeframes, or request a specified amount of additional time to address the comments and provide sufficient time for review and approval. Failure to meet the applicable timeframe or request an extension may result in the application being denied by the City and the applicant may be required to refile a new application and fees to proceed.
- 2) The site is designated NW Regional Activity Center on the City's Future Land Use Map. The proposed use is permitted in these designations. This is not a determination on consistency with Comprehensive Plan Goals, Objectives and Policies.
- 3) The proposed project must be consistent with the latest recorded plat restrictions. Provide a Plat Determination Letter from Broward County Planning Council verifying whether the property needs to be platted or re-platted by following the [Platting Determination Submittal Requirements](#) or contact the Broward County Planning Council, at (954) 357-6695. 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) Pursuant to Section 47-25.3, Neighborhood Compatibility requirements, provide a detailed explanation of how the architectural style of the project is compatible and complementary with adjacent structures. Please note the structure does not need to resemble a single-family home but should provide the required details and embellishments as stated in the code. The proposed building resembles a warehouse/storage building, which is not permitted in this zoning district. Please provide a point-by-point response narrative to the code section.

The proposed office building located at 644 NW 22nd Road (adjacent lot), has proposed the below:





- 5) Provide the following changes on site plan/floor plan:
 - a. Clarify the proposed floor plan. It appears the intent is to divide the space into two bays. If two tenants are proposed, please indicate that in the narrative and on the site data table. Per the FBC a restroom is required for the additional bay. There may also be a FBC requirement for openings along the side (west) elevation.
 - b. Reduce the drive aisle width along NW 22nd Road. It should be reduced to 20-foot wide.
 - c. Indicate location of refuse collection bins within the building and for collection.
 - d. Building signage is reviewed and approved through the permit process. This review does not include the proposed signage on the elevation plan sheet.
- 6) Provide the following changes on elevations:
 - a. Reduce the height of the structure, double height is not needed for office use.
 - b. Remove the 2nd overhead door.
 - c. Provide colors and materials that are more appropriate and sustainable for an office use.
 - d. The proposed windows should be lowered to provide pedestrian level perspectives.
- 7) Storage and/or warehouse use is **not** a permitted use at this location. Minimum deliveries needed as accessory to the management office is allowed.
- 8) An application for a parking reduction on property located within the Northwest-Progresso-Flagler Heights Community Redevelopment Area requires Site Plan Level I approval pursuant to Section 47-24.2. Discuss the parking reduction methodology and process with Engineering Design Manager. Please note that there is an associated fee for the parking reduction review that will be billed when complete. The associated parking reduction order must be recorded prior to Final DRC approval.
- 9) If a temporary construction is needed for this project, provide the details and location of the trailer on a separate site plan, to avoid additional review in the future. Verify details and location with the Building Representative.
- 10) Provide a preliminary construction staging plan which includes anticipated hours of operation on site, debris mitigation plan, and map indicating where crane operations and employee and/or equipment parking and storage will be placed. A revocable license application and a traffic circulation plan may be required if the sidewalk or right-of-way requires to be closed at any time, which should be filed under a separate application and coordinated through the City's Maintenance of Traffic (MOT) process.
- 11) Staff reserves the right to provide additional comments based on applicant's revised plans and responses.
- 12) An additional follow-up coordination meeting may be needed to review project changes necessitated by the DRC comments.

GENERAL COMMENTS

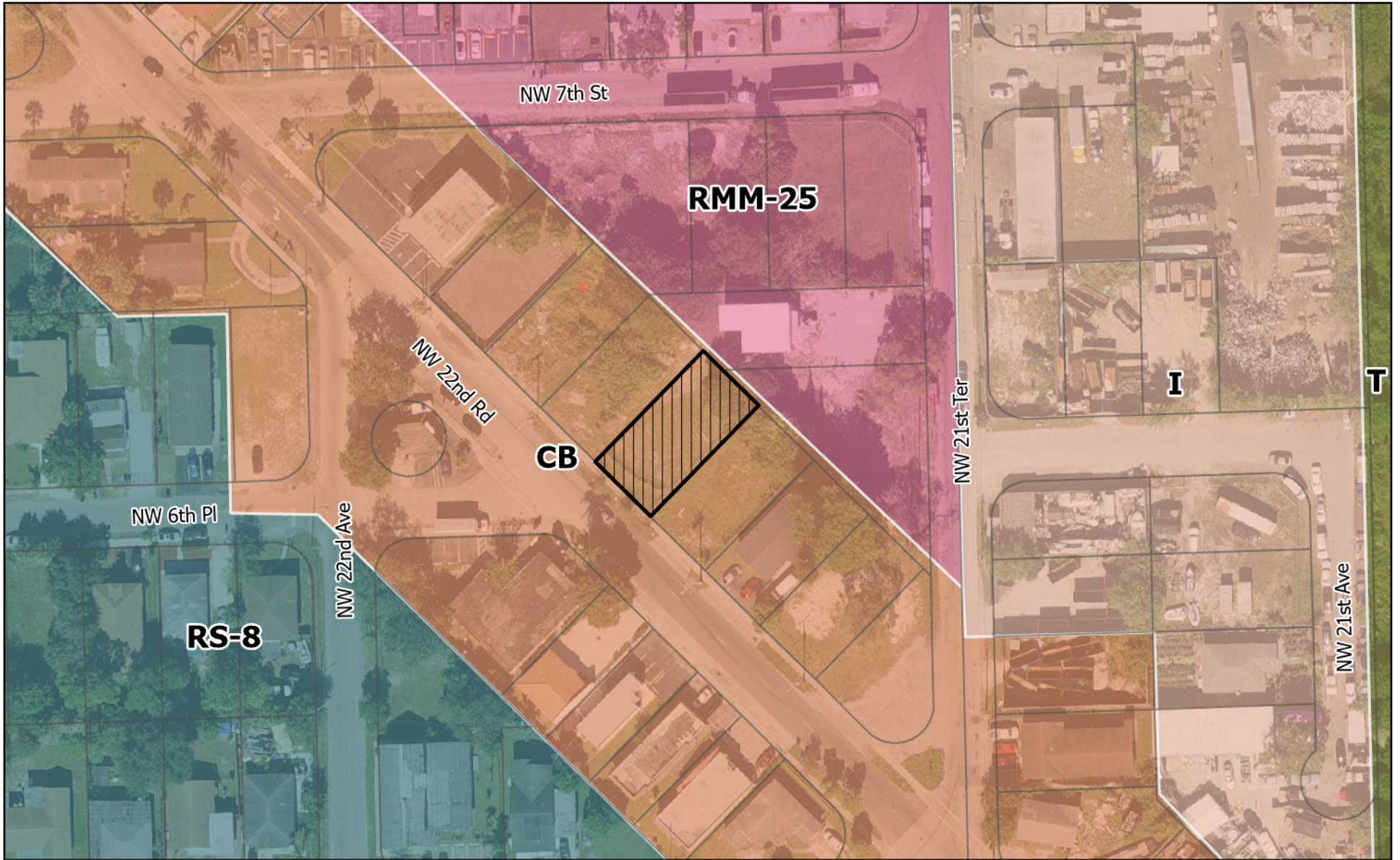
The following comments are for informational purposes.

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

1. Provide a written response to all DRC comments within 120 days.



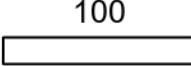
2. Please be advised that pursuant to State Statute, Section 166.033, development permits which require a quasi-judicial or public hearing decision, must be completed within 120 days, unless an extension of time is mutually agreed upon between the City and the applicant.
3. All construction activity 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.
4. Additional comments may be forthcoming at the DRC meeting. Please provide a written response to all DRC comments.




UDP-S24065 - 648 NW 22 RD.

Legend

 Subject Site

 100 Feet

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