

CITY OF FORT LAUDERDALE

# DEVELOPMENT REVIEW COMMITTEE



## CASE COMMENT REPORT

CASE NO. UDP-S25022



**CITY OF FORT LAUDERDALE**



**CASE INFORMATION**

<b>CASE</b>	UDP-S25022
<b>PROJECT NAME</b>	1601 Bldg. Renovation & Change of Use
<b>APPLICATION TYPE</b>	Site Plan Level II
<b>APPROVAL LEVEL</b>	DRC
<b>REQUEST</b>	Change of Use from 4,013 Square Foot Bank to 7,402 Square Foot Medical Use
<b>APPLICANT</b>	1601 SPH, LLC.
<b>AGENT</b>	Andrew Schein, Lochrie & Chakas, P.A.
<b>PROPERTY ADDRESS</b>	1601 S. Federal Highway
<b>ABBREVIATED LEGAL DESCRIPTION</b>	Lauderdale 2-9 D Lot 2, 3, 22 through 24, Blk 63
<b>ZONING DISTRICT</b>	Boulevard Business (B-1)
<b>LAND USE</b>	South Regional Activity Center
<b>COMMISSION DISTRICT</b>	4 – Ben Sorensen
<b>NEIGHBORHOOD ASSOCIATION</b>	Poinciana Park Civic Association
<b>SUBMITTED</b>	May 19, 2025
<b>COMPLETENESS ISSUED</b>	May 20, 2025
<b>EXPIRATION</b>	September 17, 2025 (120 Days)
<b>WAIVER</b>	N/A
<b>CASE PLANNER</b>	Yvonne Redding, Urban Planner III

**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. Specify uses and occupancy classification per Chapter 3 of the 2023 FBC.
2. Show allowable height, allowable number of stories, and allowable area compliance per Chapter 5 of the 2023 FBC.
3. Provide building construction type designation per Chapter 6 of the 2023 FBC
4. Specify fire-resistance rating requirements based on building separation and construction type per Table 601 and 602 of the 2023 FBC.
5. Provide occupancy loads with compliant life safety egress design per Chapter 10 of the 2023 FBC.
6. Indicate code compliant sprinkler system per Section 903 of the 2023 FBC.
7. Dimension accessibility requirements to site per FBC Accessibility Code.
8. Reference the 2023 Florida Building Code 8th edition on plan for the proposed development.

**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](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](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. Discuss status of existing encumbrances shown on ALTA / NSPS Land Title Survey: 16' Alley located between the two parcels.
  - a. Proposed structures (i.e. drainage structures, sidewalk/curbing, landscaping, parking) shall not be constructed within the existing 16' Alley located between the two parcels.
  - b. Vacation of any Alley would require a separate DRC submittal, DRC staff support, and City Commission approval.
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 indicate on plans the limits of construction and how the proposed improvements will transition into the existing (on-site and off-site) as applicable.
  - a. Depict existing sidewalk adjacent to the development along SE 16th Street and SE 16th Court and how proposed sidewalk/ pedestrian path will transition into existing sidewalk.
5. Proposed parking lot improvements on adjacent private property (i.e. to the south) would require written permission from those property owners. Provide an offsite parking agreement.
6. Clearly depict trash enclosure on site plan.
  - a. Show truck turning movements in and out the proposed dumpster enclosure.



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. 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.
  - a. Depict roof drains into drainage system.
9. 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.
10. Discuss how surface runoff from the proposed development (between building and Right-of-Way boundaries) will be mitigated such that it won't be conveyed into the adjacent existing public storm drain infrastructure or waterways, and whether additional infrastructure will be required within City Right-of-Way (coordinate as appropriate with the respective FDOT agencies for mitigation of additional runoff within those jurisdictions). Show location of building roof drains, and their proposed connection(s) to the on-site drainage system.
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.
12. 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
13. 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-Structure is currently proposed in an AE flood zone with a Base Flood Elevation of 6.
2. The structure is proposed to be floodproofed to BFE+1.4, 7.4 ft NAVD. (No additional response needed at this time.)

**GENERAL COMMENTS**

The following comments are for informational purposes.

1. The following items are required at plan review:
  - a) Floodproofing design must meet all requirements of FBC 1612, ASCE 24-14, and FEMA Technical Bulletin 3.
  - b) Floodproofing certificate (section I and II completed)
  - c) Emergency operations plan (draft)
  - d) Panel Maintenance Plan (draft)
  - e) Owner's letter
  - f) Shop drawings for panels (if applicable)
3. 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. Please provide a narrative response per ULDR 47-21.15.F.7.e: That the development plan designs around existing, large, desirable trees. A tree removal permit may be denied by the Department if it has been determined that large desirable existing tree(s) will be displaced by proposed site plan elements and or the placement of such site plan elements does not provide sufficient root system support for the tree(s), and such tree(s) are capable of being protected by a reasonable modification of said plan, or could be considered candidates for relocation. Especially regarding existing trees proposed for removal #3, 19, 20 & 26.
2. Per ULDR 47-21.6.B.3 and 47-21.15.A.3., please illustrate tree protection zones for existing trees proposed to remain (#9, 10, 11) on all landscape and site plans that include underground installations. Protection zone placement is to include the critical root zone of the existing tree(s) proposed to remain to the dripline or as indicated by Arborist recommendation. Please provide and revise any adjacency conflicts as necessary.
3. Within the SRAC districts, and as per Chapter 2 of the SRAC-SA Illustrations of Design Standards newly planted shade tree street trees are suggested to be a minimum of 20 feet tall; 8 feet spread with 6 feet canopy clearance provided at a ratio of one street tree per thirty feet of street frontage or greater fraction thereof not subtracting ingress and egress dimensions. When overhead utilities exist, required street trees may be small ornamental 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. A minimum of 50% of the required street trees must be canopy trees. Small ornamental trees are suggested to be a minimum of 12 feet tall; 6 feet spread with 6 feet canopy clearance. Consider that, in order to maximize the shade for a positive pedestrian experience, the city prefers continuous canopy coverage with 100% canopy trees in these areas. Please verify that specifications meet minimum requirements, and revise if necessary.
4. 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 on landscape plans.
5. In order to improve the appearance of vehicular use areas and to protect and preserve the appearance, character and value of the surrounding neighborhoods, minimum landscape requirements are established for such Vehicular Use Areas. ULDR 47-21.12.A.2, Along the perimeter of a parcel of land which abuts a street, exclusive of vehicular access points, a perimeter landscape area shall be provided. The depth of the perimeter landscape area shall be a minimum of five (5) feet, a maximum of twenty-eight (28) feet, and an average of ten (10) feet. Perimeter landscape area does not appear to meet this requirement. Please illustrate compliance on the landscape plan, and revise if applicable.
6. 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.
7. Sight triangles located at the intersection of a local street or driveway with a right-of-way under County, State or Federal jurisdiction, may be subject to the sight visibility requirements of those jurisdictions, as per ULDR 47-2.2. Q. Illustrate such sight triangles and provide documentation that application for approval has been made for planting in such right-of-way area.

- a. Approval from jurisdiction for landscape installation in Right Of Way (FDOT – S. Federal Highway), preferred prior to final DRC sign off. If jurisdiction approval is obtained after DRC final sign off and the plans require any change, Administrative Review will be required prior to permit review.
8. As per Section 47-21.9. G.1. 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. As per Section 47-21.9.G.2. 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 two (2) inches, ninety (90) square feet with eight (8) feet being the smallest dimension. Under the adjacent pavement will require structural soil or a product engineered for root growth under paved areas to provide this root development area. This requirement is not limited to proposed street trees, but all on-site and VUA proposed trees as well. Proposed perimeter VUA Buttonwood (CE) trees and S Federal Highway Live Oak (QV) street trees do not appear to meet this requirement. Please revise.
9. 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. Note that effective as of November 1, 2024, the City's Tree Preservation Ordinance (ULDR 47-21.15) has been amended by approval of the City Commission. A copy of the amended ordinance shall be made available for use by request in the interim while the City's ULDR found on MuniCode awaits revision publication.
2. 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.
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 permit and approval, if applicable. This approval requires documents to be submitted for Engineering review. Note that Landscape will not approve permit review without these Engineering documents being submitted.
5. 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:

Comments may be forthcoming.



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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. Service Days shall be per the City's residential routing schedule.
7. Provide on the site plan a garbage truck turning radius for City review. Indicate how truck will circulate within property.
8. Containers: must comply with 47-19.4
9. Dumpster enclosure: concrete pad, decorative block wall, gates hung independently, protective bollards, secondary pedestrian side entry, high strengthened 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.
10. 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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**CASE COMMENTS:**

1. Extend sidewalk width on the Federal highway to the property line.
2. The parking stall in the public right of way cannot count towards the sites parking requirement.
3. Show inbound and outbound stacking requirements from the property line to the first conflict point according to Section 47-20.5 General design of parking facilities for each proposed driveway. Please note that if there is a proposed gate at the ingress and egress points for this development, the gate will be considered the first conflict point. The minimum inbound staking requirement is one (1) stacking space and outbound stacking requirements is one (1) space. At the southern driveway on SE 16<sup>th</sup> Court the proposed site does not meet the minimum 1 stacking space requirement from the back of sidewalk. Revise the plans accordingly. A parking stall is conflicting with the minimum stacking requirement.
4. 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 September 17, 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 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>). Please provide acknowledgement and/or documentation of any public outreach.
3. The site is currently designated S Regional Activity Center on the City's Future Land Use Map which would permit the proposed use in this designation. This is not a determination on consistency with the Comprehensive Plan, Goals and Objectives and Policies.
4. No final plat of any subdivision shall be approved unless the subdivider files with the City a surety bond executed by a surety company authorized to do business in the state and having a resident agent in the county, conditioned to secure the construction of the improvements required under this section, in a satisfactory manner and within a time period specified by the City Commission, such period not to exceed two (2) years. No such bond shall be accepted unless it is enforceable by or payable to the City in a sum at least equal to one and one-half (1½) times the cost of constructing the improvements as estimated by the City Engineer and in form with surety and conditions approved by the City Attorney. In lieu of a bond, cash deposit or other acceptable security may be made. In case of forfeiture, the City shall proceed with the improvements to the extent of the available money realized from such forfeiture.
5. Include a detailed description of the business operations, hours, number of employees, and if all patients are by scheduled appointments or if walk-in type visits are offered.
6. The project will require the alley be vacated or any and all improvements removed. The proposed Right-of-Way vacation will need to be reviewed and approved by the Planning and Zoning Board and the City Commission, prior to Final DRC approval. Verify with Transportation and Mobility if a cross-access agreement is needed due to the ROW vacation.
7. Extend existing sidewalk to the property line.
8. Parcels are required to be unified prior to obtaining a building permit.
9. Pursuant to ULDR Section 47-19.2.Z, Accessory Uses, Buildings, and Structures; rooftop mechanical equipment such as air conditioners, compressors, generators, etc. 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 top most 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;

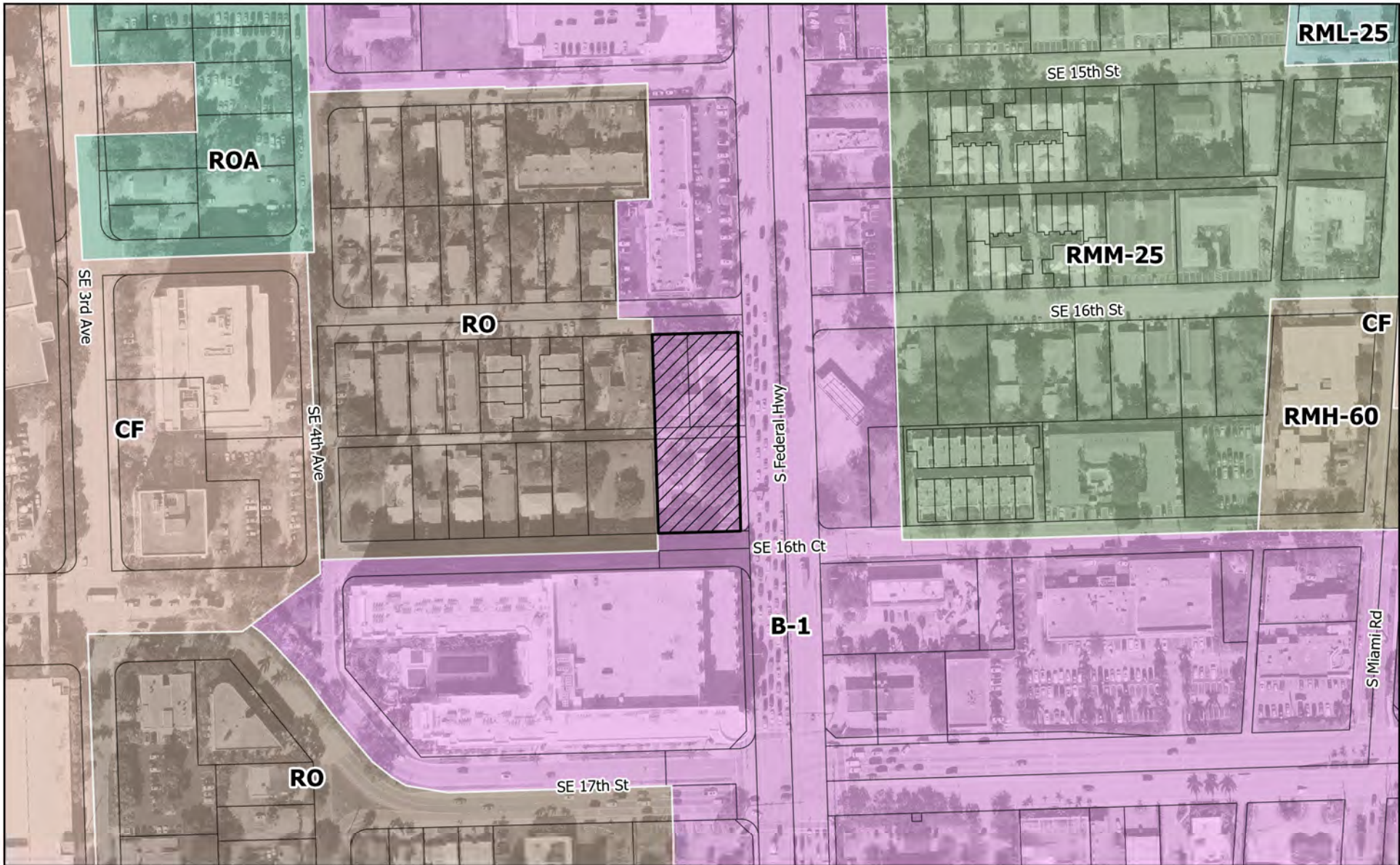


- b) Identify the location of equipment on building elevations by outlining the equipment with dash lines;  
and
- c) Provide screening product material including images or pictures of actual application of such

#### **GENERAL COMMENTS**

The following comments are for informational purposes.

1. Additional comments may be forthcoming at the DRC meeting.



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**Legend**

-  Fort Lauderdale Municipal Boundary Line
-  Subject Site

