

CITY OF FORT LAUDERDALE

DEVELOPMENT REVIEW COMMITTEE



CASE COMMENT REPORT

CASE NO. UDP-V25009



CITY OF FORT LAUDERDALE



CASE INFORMATION

CASE	UDP-V25009
PROJECT NAME	Cortez Parking Lot
APPLICATION TYPE	Vacation of Right-of-Way
APPROVAL LEVEL	Planning and Zoning Board Review, City Commission Approval
REQUEST	Vacate a 1,470 Square-Foot Right-of-Way Easement
APPLICANT	2933 Poinsettia Street LLC.
AGENT	Andrew Schein, Esq., Lochrie and Chakas, P.A.
PROPERTY ADDRESS	2926 Cortez Street
ABBREVIATED LEGAL DESCRIPTION	Lauder Del Mar Lot 9, Blk 1. Las Olas by the Sea Reamen Plat
ZONING DISTRICT	Planned Resort Development (PRD)
LAND USE	Central Beach Regional Activity Center
COMMISSION DISTRICT	2 – Steven Glassman
NEIGHBORHOOD ASSOCIATION	Central Beach Alliance
SUBMITTED	August 13, 2025
COMPLETENESS ISSUED	August 15, 2025
STATE STATUTE 166.033 EXPIRATION	December 17, 2025 (120 Days)
CASE PLANNER	Jim Hetzel, AICP Principal Urban Planner

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.



Case Number: UDP-V25009

CASE COMMENTS:

Please provide a written response to each of the following comments:

1. Since the ultimate 85' R/W width for SR A1A/Seabreeze Blvd, as depicted on the 'SKETCH AND DESCRIPTION TO ACCOMPANY VACATION PETITION A PORTION OF THE RIGHT-OF-WAY EASEMENT IN (O.R. 38752, PAGE 136, B.C.R.)' is not centered on the 'CENTERLINE ORIGINAL 50' CORRIDOR', please provide written documentation from both Broward County Planning Council (BCPC) and Florida Department of Transportation (FDOT) that they concur with the uneven distribution of the ultimate 85' R/W width.
 - a. Please also provide written documentation from FDOT regarding their corner chord requirement at southeast corner of the SR A1A/Seabreeze Blvd intersection with Cortez St (i.e. near northwest corner of this 2933 Poinsettia Street LLC property), which may affect the configuration of the Right-of-Way Easement area proposed to be vacated (if a portion of it would be used for the corner chord).
 - b. Based on information to be provided by BCPC and FDOT staffs, submit a revised copy (if appropriate) of the surveyor's sketch and legal description for review.
2. Per ULDR Section 47-24.1.J, provide written documentation that right-of-way to be considered for vacation meets the City's development review criteria of ULDR Section 47-24.6.A.4 (Vacation of Right-of-Way).
 - a. Applicant to revise (if appropriate) the responses provided regarding ULDR Section 47-24.6.A.4, based on written documentation to be provided by BCPC and FDOT staffs per Comment #1 above.
3. The signed and sealed boundary and topographic survey provided (i.e. titled 'Record Land 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.
 - a. Please update 'Record Land Survey' provided, such that it incorporates information submitted in the separate PDF document (i.e. titled 'Owners Title Policy') submitted for the corresponding DRC Site Plan #UDP-S24074 project.
4. Provide PDF copy of latest corresponding Site Plan, so that it can be reviewed for consistency. Confirm that limits of proposed Right-of-Way Easement vacation are consistent with Site Plan.
5. Provide letters from all franchise utility providers, demonstrating their interests in maintaining or no objection to vacation of a portion of this Right-of-Way Easement; the letters should specifically state whether or not the utility owners have existing facilities within the Right-of-Way Easement vacation area that will need to be relocated or abandoned.
 - a. A surveyed location of the utilities shall be provided for staff review. Should relocation be necessary, the full cost of relocation shall be borne by the Applicant, and the utility relocation plan shall be reviewed and approved prior to implementation.
 - b. Please be advised that prior to the Engineer's Certificate being executed, letters from the utility's owners indicating relocation/removal of their facilities and any easement



requirements have been completed/recorded to their satisfaction, shall be provided to the City Engineer or designee.

6. Please be advised that the signed/sealed PDF copy of the surveyor's Sketch and Description is to be routed internally to the City Surveyor for review and approval of the portion of Right-of-Way Easement to be considered for vacation.
 - a. The approved surveyor's sketch shall then be routed to the Land Development Manager or designee for signoff, prior to submittal to the UD&P Case Planner for final authorization to present this item to the Planning & Zoning Board and City Commission.
7. Please be advised that the vacating ordinance shall not be in full force and effect until an Engineer's Certificate is executed by the City Engineer or designee. This Engineer's Certificate shall be executed by the proper authorities and recorded in the public records of Broward County. A copy of the recorded certificate is to be provided to the City upon recordation. The City Engineer's certificate shall also state that all existing facilities located within the vacated right-of-way have been relocated or abandoned to the satisfaction of the respective utility owners.
8. Please be advised that additional Easements may need to be dedicated to the City resulting from the Vacation of Rights-of-Way approval process, including Utility Easement(s) that allow the City perpetual maintenance access to existing public sewer, storm drain, and water infrastructure, and Access Easement(s) that mitigate an otherwise dead-end Alley condition.
 - a. Please be advised that documents such as easement and/or right-of-way deed, joinders, consents and Attorney's Opinion of Title may be necessary at time of approval.
9. Additional comments may be forthcoming at the meeting.



Case Number: UDP-V25009

CASE COMMENTS:

1. Provide confirmation from FDOT on where the centerline of the Seabreeze Blvd is and whether the alignment of the required right of way dedication per Broward County Trafficways plan has changed.
2. Provide an approved waiver of the Broward County Trafficways Plan approved by Broward County and FDOT.
3. Additional comments may be provided upon further review.

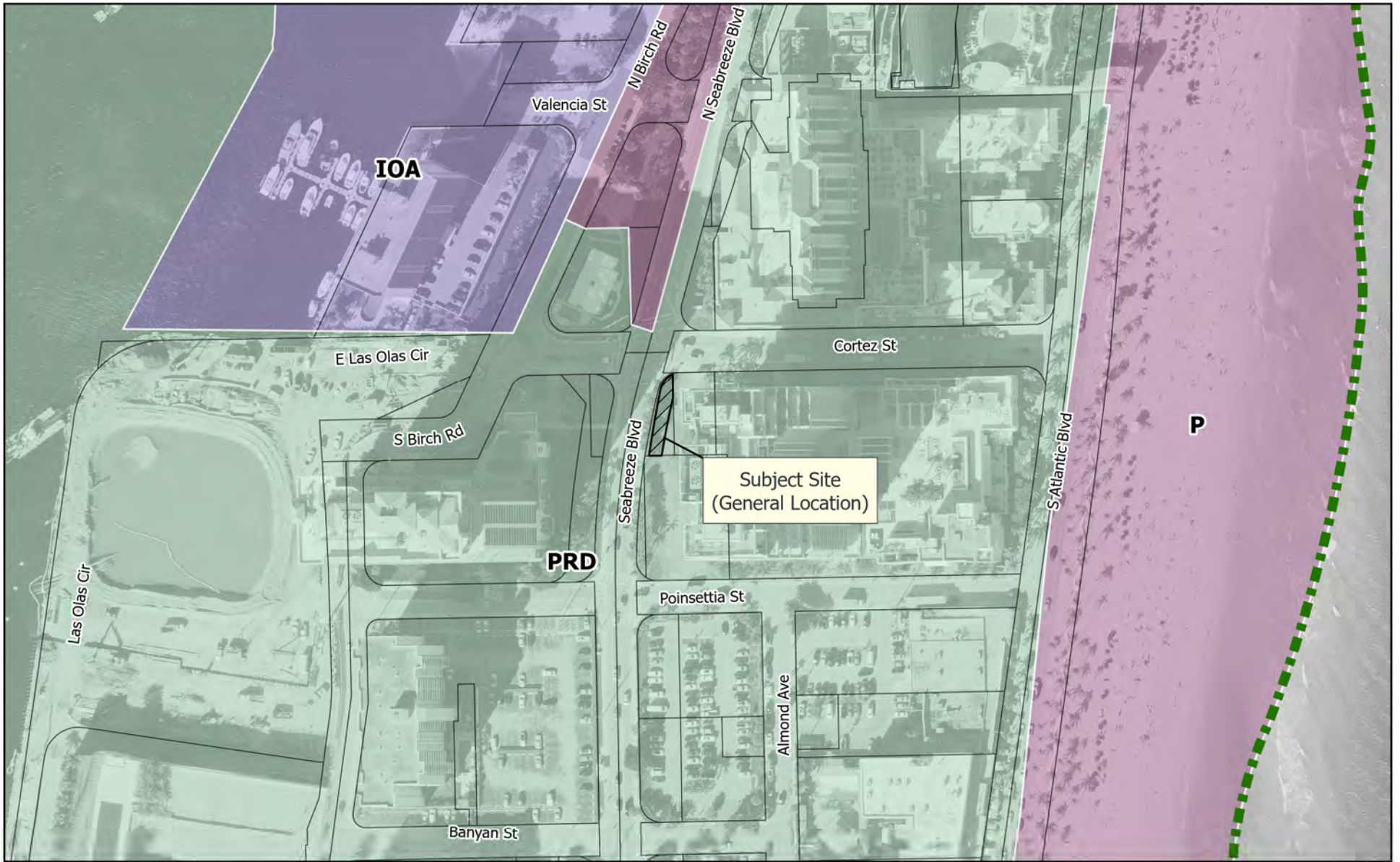


Case Number: UDP-V25009

Provide a response to the following case comments.

CASE COMMENTS:

1. Pursuant to Public Participation requirements of Unified Land Development Regulations (ULDR), Sections 47-24.1.F.14 and 47-27.4.A.2.c, the applicant must complete the following:
 - a. Prior to submittal of an application to the Planning and Zoning Board (PZB), the applicant shall:
 - i. Provide notice via e-mail and regular mail to the official city-recognized civic organization(s) within 300 feet of the proposed project, notifying of the date, time and place of applicant's project presentation meeting to take place prior to the PZB meeting (a listing of officially-recognized neighborhood associations is provided on the City of Fort Lauderdale website: <http://www.fortlauderdale.gov/neighbors/civic-associations>); and,
 - ii. Provide notice via mailed letter to property owners whose real property is located within 300 feet of the proposed project, notifying of the date, time and place of applicant's project presentation meeting to take place prior to the PZB meeting.
 - b. The applicant shall conduct the public participation meeting(s) a minimum of 30 days prior to the PZB. This date and location of the meeting are at the discretion of the applicant. Once the meeting(s) is conducted, the applicant shall provide a written report letter to the Department of Sustainable Development, with copy to subject association(s), documenting the date(s), time(s), location(s), number of participants, presentation material and general summary of the discussion after a public participation meeting(s). The report letter shall summarize the substance of comments expressed during the process and shall be made a part of the administrative case file record. A minimum of ten (10) days prior to the PZB meeting, the applicant shall execute and submit an affidavit of proof of public notice to the Department.
2. Pursuant to State Statute 166.033(1), the application must be deemed approved, approved with conditions, or denied within 180 days of completeness determination, February 11, 2026, unless a mutually agreed upon time extension is established between the City and the applicant or a waiver is submitted.
3. Pursuant to ULDR, Section 47-24, this application requires review and approval by the Planning and Zoning Board (PZB) and City Commission. Note that fees are assessed for PZB and City Commission and the applicant is responsible for all public notice requirements. If applicant provides a presentation to the PZB then a copy of the presentation shall be provided to the case planner at jhetzel@fortlauderdale.gov.
4. There is a concurrent Site Plan Level III development application under review that is contingent on this application being completed and approved. Be advised, that staff cannot approve the site plan until the City Commission takes action on the vacation request.
5. Applicant must obtain one of the following: (1) a letter of no objection from FDOT and Broward County that the centerline has been adjusted and the right-of-way is no longer needed; or (2) obtain approval for trafficways waiver.
6. Signoff from the City Surveyor will be required prior to City Commission submittal. The signoff for the City Surveyor will be routed by Engineering Staff.
7. The ordinance approving the right-of-way vacation shall be recorded in the public records of the County within (30) days after adoption.



UDP-V25009

Legend

-  Fort Lauderdale Municipal Boundary Line
-  Subject Site

