



Public Works Department

**HIGHWAY CONSTRUCTION AND ENGINEERING DIVISION**

1 N. University Drive, Box B300, Plantation, Florida 33324-2038 • 954-577-4555 • FAX 954-357-5715

**M E M O R A N D U M**

DATE: August 1, 2019

TO: Josie Sesodia, Director  
Planning and Development Management Division

FROM: David (D.G.) McGuire, Construction Project Manager  
Plat Section, Highway Construction and Engineering Division

Noemi Hew, Planner  
Transportation Department, Service Development

SUBJECT: Application for New Plat  
Cypress of Sunrise (014-MP-19)

The Highway Construction and Engineering Division, Traffic Engineering, and the Transportation Department, Transit Division have reviewed the application for a new plat. Our review included the information contained in the application, the property survey, the site plan (or conceptual access plan), and any previously recorded plats.

As a result of our review, staff has determined that the comments and recommendations are required with respect to the safe and adequate access standards of the Broward County Land Development Code.

## STAFF COMMENT

- 1 This plat will not be recorded until all real estate taxes (including taxes for the current year and any delinquent taxes) for the property being platted have been paid as required by Florida Statutes Chapter 197.192. The applicant shall request a current tax letter be forwarded from the Revenue Collection Division to HCED Plat Section.

## F.S. 177 PLAT REVIEW COMMENTS

The following comments note the corrections necessary for the plat mylar to comply with the requirements of Florida Statutes Chapter 177. If additional clarification is necessary, please contact Jason Espinosa at (954) 577-4593 or via email at [JESPINOSA@BROWARD.ORG](mailto:JESPINOSA@BROWARD.ORG).

Please note that additional changes made to the plat mylar beyond this list of corrections may necessitate additional review time; delay recordation; and result in additional review fees.

All resubmittals shall include a paper copy of the plat with changes from the original plat review application highlighted.

## 2 SURVEY DATA

- A. Two land ties to two independent land corners or one land corner and one other recorded corner shall be shown. Verify the name of the road on the east line of Section 20-49-41 and revise the plat drawing as necessary.
- B. The platting surveyor shall submit Certified Corner Records for section corners used in preparation of the plat to both the State and Broward County. County staff will confirm submittal to the State prior to plat recordation. For section corners which have Certified Corner Records on file, the surveyor shall submit an affidavit confirming that the Section corner was found to be substantially as described in the most recently available certified corner record. Standard affidavit forms are available at: <http://www.broward.org/BCEngineering/Pages/PlatSectionForms.aspx>.
- C. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).
- D. P.R.M.s shall be labeled as "SET" or "FOUND".
- E. Show the P.C.P. LB #3870 at the intersection of the centerlines of N.W. 38<sup>th</sup> Street and N.W. 90<sup>th</sup> Terrace as "FOUND".

## 3 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Label the apparent Utility Easements abutting the east and west plat boundary lines.

- B. Explain or remove the vertical dashed lines within the Utility Easement abutting the north plat boundary line adjacent to the opening of the Non-Vehicular Access Line.

#### 4 TITLE CERTIFICATION AND DEDICATION SIGNATURE BLOCKS

The title shall be updated for review of any agreements and the recordation process. Standard format for Title Certificates, Opinions of Title, the Adjacent Right-of-way Report, and a Guide to Search Limits of Easements and Right-of-way may be obtained by contacting the Highway Construction & Engineering Division or by visiting our web site: <http://www.broward.org/BCEngineering/Pages/PlatSectionForms.aspx>

The title certificate or an attorney's opinion of title shall be updated to reflect a comprehensive search of the Public Records within 30 days prior to plat recordation. If the updated title shows any change to property ownership, then a new dedication on the plat mylar shall be executed by the new owner(s) with the proper acknowledgements. If the updated title shows any changes to or additional mortgage holders, then a new Mortgagee consent shall be executed with the proper acknowledgements.

5 DRAFTING AND MISCELLANEOUS DATA

- A. Address any undefined abbreviations or symbols used on the plat or added during revision. Remove any abbreviations and symbols from the Legend that do not appear on the plat. Add any missing abbreviations and symbols to the Legend that appear on the plat or are added during revisions. The Planning & Development Management Division file number 014-MP-19 shall be shown inside the border in the lower right-hand corner on each page. The file number is currently shown outside the border. Revise as necessary.
- B. No text on the plat drawing should be obstructed or overlapped by lines or other text.
- C. Physically describe the PRMs. (size, shape, length, disc type, stamping, etc. (Can be addressed in Legend)) Be specific. Identify and describe any monuments set or found that differ from this typical.

6 SIGNATURE BLOCKS

- A. The plat shall include space for signature by the Highway Construction and Engineering Director and Surveyor indicating that the plat has been reviewed for conformity with Chapter 177, Part 1, Florida Statutes.
  - 1. Revise the signature block to replace Richard Tornese's information with:  
Alejandro S. Perez  
Acting County Engineer  
Professional Engineer  
Florida Registration Number 33217
- B. If applicable, the plat shall include space for approval of Drainage District, City, special improvement district, or taxing district (including space for seals). The language preceding the designated municipal official's signature on the plat drawing shall include the following wording:

"All applicable concurrency/impact fees for the construction, expansion, and/or conversion of a building within this plat shall be paid on the date of building permit issuance"

7 HIGHWAY CONSTRUCTION & ENGINEERING DIVISION INTERNAL PROCEDURES  
(These items are required for plat recordation but are completed by County staff)

- A. Planning Council Executive Director or Designee Signature
- B. Completion of all POSSE Inputs; Impact Fee and Security reports printed
- C. County Surveyor Signature
- D. PRM's Verified
- E. Development Order, Planning & Development Management Division Director

Signature

- F. Highway Construction and Engineering Director Signature
- G. City/District scanned copy of mylar, as required.