



APPROVED

MEMORANDUM

DATE: November 19, 2020

TO: The Honorable Mayor and City Commission

THRU: Sowande Johnson P.E., Assistant City Manager

FROM: Michele C. Mellgren, AICP, Planning and Zoning Director

BY: Kaitlyn Forbes, AICP, CNU-A, Assistant Planning and Zoning Director

RE: Administrative Approval of Costal Community Church NVAL Amendment GA20-020

The Land Development Code provides for administrative approval of minor community appearance board and site plan modifications. As part of the administrative approval process, Commissioners have six (6) business days to review the proposed modifications to ensure they are consistent with the intent of their initial approval. Should all Commissioners be satisfied that a public hearing is not necessary, staff would sign off on the modifications. Should any one Commissioner find that a formal hearing is warranted, the item would be "called up", and the matter would be formally processed through the Planning & Zoning Board and CAB.

The applicant is requesting to amend its Non-Vehicular Access Line (NVAL) on the subject property plat to accommodate the northern-most driveway that was approved on the Phase II site plan. A NVAL is, "a line illustrated on a plat which prohibits installation of driveways for regular use by motor vehicles." The applicant proposes a "break" in the NVAL that measures 50 feet in width (see sheet 4 of 4 on the amended sketch, Exhibit C highlighted in pink). This opening will accommodate site egress via the approved right-turn only driveway. This request satisfies a condition of approval placed on the site plan and ensures the site plan is consistent with the plat. The platting process is largely under the direction of Broward County. Once approved by the City, the County will review and approve the amendment request.

Staff reviewed the request and notes the proposed setbacks are consistent with the intent of the approval, are consistent with other communities in the City, and do not substantively alter the site plan approval. Based on the analysis above, this request is suitable for processing under the call up ordinance. If the City Manager does not receive any comments after six (6) business days, staff will approve the modifications administratively.