



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: July 11, 2022

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 - Letter to Proceed
Sienna at Cooper City (018-MP-21)

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

RATIONAL NEXUS REVIEW

- 1 This plat has been evaluated by staff for the relationship between the impact of the proposed development and the right-of-way dedications required by the Broward County Land Development Code. Staff has made a finding that the proposed development meets the threshold for rational nexus and this report includes right-of-way dedication requirements.

STAFF RECOMMENDATIONS

NON-VEHICULAR ACCESS LINE REQUIREMENTS

It is the express intent of this non-vehicular access line to eliminate all proposed openings and existing driveways not specifically delineated in the following comments:

- 2 Along the ultimate right-of-way for Sheridan Street except at a 110-foot opening with centerline located approximately 168 feet west of the east plat limits.

This opening is restricted to right turns only.

RIGHT-OF-WAY REQUIREMENTS (Dedicate)

- 3 Forty (40) feet of right-of-way to comply with the Broward County Trafficways Plan on Sheridan Street, a 200-foot Arterial roadway.

ACCESS REQUIREMENTS

- 4 For the two-way driveway that will be centered in a 110-foot opening: the minimum pavement width shall be 24 feet, the minimum entrance radii shall be 30 feet.

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

- 5 The removal of all existing driveways in locations not consistent with approved openings in the non-vehicular access line and the construction of curb, gutter, and sidewalk in these openings when necessary to complete the required improvement.
- 6 Modifications along Sheridan Street as necessary to complete the drainage system.

SIDEWALK REQUIREMENTS (Secure and Construct)

- 7 Along Sheridan Street adjacent to the ultimate right-of-way line of this plat.

COMMUNICATION CONDUIT/INTERCONNECT (Secure and Construct)

- 8 The developer shall be responsible for replacement of communication conduit/interconnect that is damaged by construction of the required improvements. The security amount for communication conduit/interconnect along Sheridan Street shall be determined by the Traffic Engineering Division.

PAVEMENT MARKINGS AND SIGNS (Secure and Construct)

- 9 Construction of the required improvements shall include installation of signs and thermoplastic pavement markings. Pavement markings and signs shall be designed, fabricated, and installed in accordance with Traffic Engineering Division standards. The minimum-security amount for pavement markings and signs is \$1,000.

IMPROVEMENT AGREEMENT AND SECURITY REQUIREMENTS

- 10 Section 5-184(d)(2) of the Broward County Land Development Code requires a recordable agreement for the required improvements. The owner of this plat shall enter into the standard Installation of Required Improvements Agreement (CAF#450) and submit it to the Highway Construction and Engineering Division for review and approval prior to plat recordation. The completion date for all required improvements listed as Exhibit "B" shall indicate completion prior to issuance of Certificates of Occupancy. Alternate phasing schedules must receive prior approval from the Highway Construction & Engineering Division. The use of a non-standard agreement will require independent approval by the County Commission.

The Installation of Required Improvements Agreement shall be secured by letter of credit, cash, lien, or other security acceptable to the County. Security instruments for all required improvements shall be submitted prior to NVAL Amendment Agreement recordation and/or commencement of construction. Security amounts shall be based upon the one of the following:

- a. Approved construction plans. When security is based on approved construction plans, the security will be calculated at one hundred (100%) percent of the cost of the improvements. Requirements for submitting construction plans are outlined below.
- b. Engineer's cost estimate. When security is based on an engineer's cost estimate, the security will be calculated at one hundred twenty-five (125%) percent of the cost of the improvements. Engineer's cost estimate(s) must be submitted for review by the Highway Construction and Engineering Division. Use of approved cost estimate forms is required. Payment of the applicable review fee is required pursuant to Chapter 38.8 of the Broward County Administrative Code.
- c. All forms are available on the Highway Construction & Engineering Division's web page at:

<http://www.broward.org/Publicworks/BCEngineering/Pages/Default.aspx>

IMPROVEMENT PLAN SUBMITTAL (Pre-construction and Security Release Requirements)

- 11 Construction plans for the required improvements (including pavement marking and signing plans) shall be submitted to Highway Construction and Engineering Division for review and must be approved prior to the commencement of construction. Construction shall be subject to inspection and approval by the County. Pavement marking and signing shall be provided for all of the Improvements and shall be subject to review, field inspections and final approval by the Traffic Engineering Division. Security for pavement markings and signing shall not be released without field inspection and final approval by the Traffic Engineering Division of all materials, installations and locations.

- 12 Construction plans for the required improvements (including pavement marking and signing plans) shall be submitted to Highway Construction and Engineering Division for review for conformance to Plat recommendations and must be approved prior to the commencement of construction. Construction shall be subject to inspection and approval by the County.
- 13 Communication Conduit/Interconnect plans (3 sets and a cost estimate) shall be submitted to the Traffic Engineering Division. Any easements necessary for relocation and maintenance of the conduit must be provided and shown on the submitted plans. No security shall be released without field inspection and final approval of all materials, installations and locations by the Traffic Engineering Division.

GENERAL RECOMMENDATIONS

- 14 Distance and measurement recommendations contained in this report were based on the best information available at the time of review. County staff may approve minor adjustments based on verified field conditions or details provided in approved construction plans.
- 15 All construction must include all necessary transitions to existing pavement, the lengths of which shall be determined by the design speed of the roadway. All designs, construction, studies, etc., shall conform to the applicable sections of the following:
- A) United States Department of Transportation: "Manual on Uniform Traffic Control Devices" (MUTCD).
 - 1) State of Florida Department of Transportation:
 - 2) "Roadway and Traffic Design Standards."
 - 3) "Standard Specifications."
 - 4) "FDOT Transit Facilities Guidelines."
 - B) Broward County: "Minimum Construction Standards for Roadways Under Broward County Jurisdiction" (Exhibit 25A of Section 25.1, Broward County Administrative Code).

In addition, all designs for construction shall be certified by a Professional Engineer, registered in the State of Florida, that they meet the standards included above.

All standard forms are available for downloading from the Highway Construction and Engineering Division's website:
<http://www.broward.org/Publicworks/BCEngineering/Pages/Default.aspx>.

- 16 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.

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.

17 SURVEY DATA

- A. The legal description in the title opinion or certificate shall match the legal description on the plat. The plat drawing shall follow the legal description.
- B. Bearings and distances shall be on all lines.
- C. Grid bearings and State Plane Coordinates shall be on all P.R.M.s, plat corners and land ties.
 - 1. Show State Plane Coordinates per the applicable Broward County Resurvey in addition to the coordinates at occupied land corners and cite the source of the coordinates at the occupied locations.
 - 2. Cite the source of the occupied west line of Section 4-51-41. Show monumentation used to establish the line.
- D. Plat boundary perimeter closure shall be within +/- 0.03 feet.
- E. P.R.M. coordinates shall be accurate within +/- 0.05 feet.
- F. Square footage shall be shown for each parcel. The total area shall be accurate to the nearest square foot.
- G. Bearings, angles, and dimensioning shall be shown for each lot or parcel. Curvilinear lot lines shall show the radii, arc distances, and central angles. Radial lines will be so designated.
- H. Full dimensioning and square footage shall be shown on all right-of-way dedicated by this plat.
- I. P.R.M.s shall be shown at every change of direction, not more than 1,400 feet apart. P.R.M.s shall be labeled "Found" or "Set".
 - 1. Show the offset distance and direction on P.R.M.s at locations other than plat corners.
 - 2. Indicate that offset P.R.M.s are online or show ties from the monument to the applicable plat boundary line.
 - 3. Show TOTAL distance labels as well as P.R.M. TO P.R.M. distances on plat boundary lines where offset monuments are shown.
- J. Show P.C.P.s as appropriate.
Show the stamping/identification on the P.C.P.s
- K. Two land ties to two independent land corners or one land corner and one other recorded corner shall be shown. Show found monumentation at both corners.
 - 1. Verify the identification on the FOUND NAIL & DISK at the occupied southwest corner of Section 4-51-41. Review and revise, as necessary.

2. Verify the identification of the land corner 984' east of this plat. The coordinates shown at the corner appear to place it at a location other than the southwest corner of Section 4-51-41. Review and revise, as necessary.
- L. The bearing reference line must be a well-established and monumented line. Contact the Broward County Highway Construction and Engineering Division, Plat Section reviewing surveyor at 954.577.4606 to discuss the use of the line shown as the Basis of Bearings on the plat drawing.
- M. Review Surveyor's Note # 2 to address the following:
 1. Verify the recording information for the Broward County Resurvey cited as the source of grid bearings and state plane coordinates.
 2. Explain the plat recorded in P.B. 116, PG. 20, B.C.R. as the source of the bearing on the south line of Section 4-51-41. That section line does not appear on the referenced plat.
 3. The plat recorded in P.B. 175, PG. 155, B.C.R. and the applicable Broward County Resurvey indicate that there is not an angle point in the south line of Section 4-51-41 at the south 1/4 corner of said section. Explain the disagreement with the Resurvey described in Surveyor's Note #2 as it pertains to the south line of the section.Review and revise the Survey Note as necessary, based on the above comments. Contact the Plat Section reviewing surveyor to discuss them, as needed.
- N. Provide closure reports, with areas, of PARCELS "A" and "RW" to the Plat Section for review.
- O. 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>.
- P. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).

18 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Dedication language shall clearly dedicate all right-of-way, specific purpose parcels and easements shown on the plat.
 1. Revise the dedication language pertaining to PARCEL "D" to address installation and maintenance of utilities and drainage facilities over and under said parcel, as well as ingress and egress for emergency and service vehicles. Refer to the perpetual use of the parcel for the described uses by the named parties, as appropriate.
 2. Provide confirmation of the creation of the Homeowner's Association (Sienna Village Homeowners Association, Inc.) referenced in the Dedication.
- B. Existing right-of-way shall be identified and verified by instrument. Depict the entire right-of-way width of Sheridan Street adjacent to the plat. Label the right-of-way shown with all recorded instruments which establish public rights-of-way adjacent to this plat.

1. Provide a legible copy of the instrument recorded in D.B. 203, PG. 341, B.C.R. shown as a source of right-of way.
 2. Verify the width of and the location of the right-of-way created by the instrument recorded in D.B. 189, PG. 27, B.C.R.
 3. Cite the source of the centerline of right-of-way shown on the plat.
- C. Centerlines of right-of-way and construction (if they are different)-shall be shown.
- D. All existing easements shall be clearly labeled and dimensioned.
Verify the width of and the location of the Lake Maintenance Easement per O.R.B. 47728, PG. 1842, B.C.R. adjacent to the east plat boundary line. Review and revise, as necessary.

19 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>

20 DRAFTING AND MISCELLANEOUS DATA

- A. Adjacent plats shall be identified or unplatted parcels shall be identified as "Acreage."
1. Remove PORTION OF from the identification of TRACTS 11,12,13 per PB 2PG 75 DCR located south of Sheridan Street.
- B. No text on the plat drawing should be obstructed or overlapped by lines or other text.

21 SIGNATURE BLOCKS

- A. The Surveyor's Certification shall be signed and the plat sealed by professional surveyor and mapper, and state that the plat was prepared under his or her direction and supervision, and complies with all of the survey requirements of FS Chapter 177. The printed name and registration number of the professional surveyor and mapper shall appear directly below the Surveyor's Certificate, along with the printed name, address, and certificate of authorization number of the legal entity.
- B. 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, Florida Statutes.
4. In the Highway Construction Engineering Division signature block replace Robert Legg Jr's info with:

Roberto Chavez
Professional Surveyor and Mapper
Florida Registration No. LS7280

22 The plat shall include space for signature by the **Broward County Environmental Protection and Growth Management Department**.

5. Revise this signature block name to BROWARD COUNTY RESILIENT ENVIRONMENT DEPARTMENT

- 23 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.