



Public Works Department

HIGHWAY CONSTRUCTION AND ENGINEERING DIVISION

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MEMORANDUM

DATE: October 30, 2023

TO: Josie Sesodia, Director
Urban Planning Division

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

SUBJECT: Application for New Plat – Letter To Proceed
1577 Sunset Strip (018-MP-22)

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, the 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 Sunset Strip except at a 40-foot opening with a centerline located approximately 230 feet north of the south plat limits.

RIGHT-OF-WAY REQUIREMENTS (Dedicate)

- 3 Three feet of right-of-way to comply with the Broward County Trafficways Plan on Sunset Strip, a 106-foot Arterial.

ACCESS REQUIREMENTS

- 4 The minimum distance from the non-vehicular access line of Sunset Strip, at any ingress or egress driveway, to the outer edge of any gate, interior service drive, or parking space with direct access to such driveway shall be 55 feet.
- 5 For the two-way driveway that will be centered in a 40-foot opening: the minimum pavement width shall be 24 feet, a single ingress and a single egress lane a width of no more than 15 feet each, and a minimum entrance radius of 35 feet

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

- 6 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.

- 7 The existing median opening on Sunset Strip, located approximately at the south plat limit, shall be relocated to the 40-foot opening on Sunset Strip. The existing opening shall be removed and restored with curbing, sod, plantings, and irrigation. The plantings shall include those trees and shrubs removed to allow for the new median opening. These plantings may be relocated, or they may be replaced with the same number, species, and size as those removed. The Highway Construction and Engineering Division shall review and approve of the planting plans in conjunction with the roadway modification plans. Installation of the plant materials and the irrigation shall occur in conjunction with the roadway improvements.

SIDEWALK REQUIREMENTS (Secure and Construct)

- 8 Along Sunset Strip adjacent to this plat.

PAVEMENT MARKINGS AND SIGNS (Secure and Construct)

- 9 Construction of the required improvements shall include the 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 (BCF#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 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 the 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.

GENERAL RECOMMENDATIONS

- 12 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.
- 13 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>.

- 14 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 the 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.

15 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. Land corner coordinates shall be verified with resurvey.
 - 1. Review the land corner coordinates as they do not match the resurvey and the published Broward County Highway Construction & Engineering Division Section map.
- C. P.R.M. coordinates shall be accurate within +/- .05 feet. (Resurvey sections).

- D. The platting surveyor shall submit Certified Corner Records for section corners used in the 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 that 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>.
- E. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).

16 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 website: <http://www.broward.org/BCEngineering/Pages/PlatSectionForms.aspx>

17 DRAFTING AND MISCELLANEOUS DATA

- A. The Surveyor's Note indicating the origin of the State Plane Coordinates and Grid Bearings needs to be included.
 - 1. Add the name of the resurvey and recording information (STONER/ KEITH RESURVEY ALL OF TOWNSHIP 49 SOUTH RANGE 51 EAST MISC. PB 3 PG 44) that the State Plane Coordinates shown on the plat are based on to the Surveyors Notes.
- B. Lots and blocks of adjacent recorded plats, giving plat book and page number along with names of such plats shall be identified. Adjacent unplatted parcels shall be identified as "Acreage" or "Unplatted".
 - 1. Remove the "NOT A PART OF THIS PLAT" label from the adjacent plats.
- C. Sheet 1 at Location Map remove Township 49 south and change the symbol of Center of Section 35-49-41 to a dot or circle.

18 SIGNATURE BLOCKS

- A. The Surveyor's Certification shall be signed, and the plat sealed by a 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.

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