



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: October 23, 2024

TO: Josie Sesodia, Director
Urban Planning Division

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

SUBJECT: Application for New Plat - Letter to Proceed
WILTON YARDS (017-MP-23)

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 RECOMMENDATIONS

- 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.

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. Show found Monumentation at both corners.
- ~~B.~~ Label the basis of bearing on the drawing.
- C. 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>.
- D. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).

3 TITLE CERTIFICATION AND DEDICATION SIGNATURE BLOCKS

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.

- 4 DRAFTING AND MISCELLANEOUS DATA
 - A. Delete “Portion of” for the label of LOT 21 per PB 15 PG 65 BCR.

- 5 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.