



Public Works Department

HIGHWAY CONSTRUCTION AND ENGINEERING DIVISION

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M E M O R A N D U M

DATE: November 30, 2021

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
RD Stirling (029-MP-20)

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

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:

- 1 Along the ultimate right-of-way for Stirling Road except at 100-foot opening with centerline located approximately 310 feet west of the east plat limits. Said non-access line will include the corner chord at Compass Way and extend along Compass Way for a minimum of 50 feet beyond the corner chord.

ACCESS EASEMENT REQUIREMENTS (Separate Instrument)

- 2 The property owners of the southern leg of Compass Way (Folio Number 514204000112) must fully execute the Declaration of Restrictive Covenants for Private Roadways and Access (CAF #463) and submit it to the Highway Construction and Engineering Division for review and approval. The agreement shall provide for a 100-foot wide by 72-foot-deep ingress/egress easement in the signalized driveway at Compass Way and Stirling Road. The dimensions may be modified to more closely approximate the proposed driveway dimensions. Any proposed modifications are subject to the review and approval of the Highway Construction and Engineering Division prior to plat recordation.

BUS SHELTER REQUIREMENTS (Easement)

- 3 A 6-foot-wide x 20 feet long bus shelter easement on Stirling Rd commencing 130 feet west of the east plat limits and continuing west for 20 feet.

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

- 4 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.

SIDEWALK REQUIREMENTS (Secure and Construct)

- 5 Along Stirling Road adjacent to this plat.

SIDEWALK REQUIREMENTS FOR BUS LANDING PAD (Dedicate)

- 6 A 2-foot-wide x 60-foot-long paved bus landing pad (8-foot total expanded sidewalk) on Stirling Rd commencing 120 feet west of the east plat limits and continuing west for 60 feet.

SIDEWALK FOR BUS LANDING PAD (Secure and Construct)

- 7 An 8-foot-wide x 60-foot-long expanded sidewalk for the bus landing pad (design must extend to the face of curb and gutter) on Stirling Rd commencing 120 feet west of the east plat limits and continuing west for 60 feet. Design is subject to review by the Service and Capital Planning Section of the Transit Division, the Paving and Drainage Section of the Highway Construction and Engineering Division and the Permits Section of the Florida Department of Transportation.

SIGNALIZATION IMPROVEMENTS (Secure Construction)

- 8 Any necessary modifications to the existing traffic signal at the intersection of Compass Way and Stirling Road to provide for the required improvements.

COMMUNICATION CONDUIT/INTERCONNECT (Secure and Construct)

- 9 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 Stirling Road shall be determined by the Traffic Engineering Division.

PAVEMENT MARKINGS AND SIGNS (Secure and Construct)

- 10 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

- 11 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)

- 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.

1. Remove references to Parcels in the description that do not appear on the plat drawing.
 2. Revise the labels for the Points of Commencement and Points of Beginning, as appropriate, based on the above comment. (e.g., P.O.C. #1, P.O.B. #2, etc.)
 3. Show labels on lines and points on the plat drawing that correspond to the description.
- B. Full dimensioning and square footage shall be shown on all right-of-way dedicated by this plat.
- C. P.R.M.s shall be shown at every change of direction, not more than 1,400 feet apart, with a minimum of 4 indicated. P.R.M.s shall be labeled "Found" or "Set". Show P.C.P.s as appropriate.
1. Show a P.R.M. at or offset from the northeasterly end of the 38.18' long segment on the north plat boundary line. Offset P.R.M.s must be on or within the plat boundary. If applicable, indicate the FOUND SPIKE was replaced with a P.R.M.
- D. Two land ties to two independent land corners or one land corner and one other recorded corner shall be shown.
1. Verify the location of the FOUND NAIL IN ASPHALT CUT-OUT at the NE Corner of Section 4-51-42. The plat indicates the nail is at the section corner. The survey submitted with the plat calls it 0.2' +/- northwest of the corner. Revise the plat and/or the survey, as necessary, including the ties from the section corner to the plat.
- E. 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>.
- F. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).
- G. Expand the Detail Sketch to Include the Bus Shelter Easement and the Right Of Way being dedicated by this plat (Parcel RW).

18 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Dedication language shall clearly dedicate all right-of-way, special purpose parcels and easements created by the plat.
- B. Mortgagee dedication shall clearly join in the dedications on the plat.
- C. Proposed right-of-way shall be clearly labeled and dedicated by the plat.
- D. Depict the entire right-of-way width of Stirling Road (State Road 848), S. Bryan Road and Canal C-10 adjacent to the plat. Label the right-of-way shown with all recorded instruments which establish public rights-of-way adjacent to this plat. Refer to the Opinion of Title and Adjacent Right-of-Way Report.
- E. Obtain and provide copy of the latest FDOT Right-of-Way map for Stirling Road adjacent to the plat. Add label for same indicating the State road designation, roadway section number, sheet number, and the latest date of revision.
- F. Obtain and provide copy of the latest right-of-way map for the C-10 Canal. Add label for same indicating the sheet number and the latest date of revision.
- G. Centerlines of right-of-way and construction (if they are different) shall be shown.
- H. All proposed easements shall be clearly labeled and dimensioned. Utility easements should be granted to the public (or to the City– but not to any specific utility company). Utility easements created by the plat should NOT be located within any road right-of-way.
- I. All existing easements shall be clearly labeled and dimensioned.

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>

- A. The Dedication on the original mylar shall be executed by all record owners with original signatures. For property owned by an individual (or by individuals), the plat shall be executed in the presence of two witnesses for each signature. Property owned by corporations shall be executed by at least one of the following officers: the President, Vice President, or Chief Executive Officer together with either (i) two witnesses or (ii) the Corporate Seal. A plat which has been executed by any officer other than the President, Vice President, or Chief Executive Officer shall also provide documentation authorizing the individual(s) who executed the plat. The officers executing a plat shall be verified through the Florida Department of State, or by the applicant providing corporate documentation. Persons executing plats owned by a partnership or

a trust shall provide documentation clearly demonstrating their authority to execute on behalf of the partnership or trust.

1. Sunbiz does not list Jeanine L. Hill as President of Hill GP, Inc. Instead, she and 3 other persons are listed as Directors. Provide evidence of authority for her to bind Hill GP, Inc., without the consent of the other Directors.

20 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.
- B. Tabular data shall be verified.
- C. Lettering on the plat shall be no smaller than 0.10" (10-point font).
- D. No text on the plat drawing should be obstructed or overlapped by lines or other text.

21 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.