



Public Works Department

**HIGHWAY CONSTRUCTION AND ENGINEERING DIVISION**

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## MEMORANDUM

DATE: December 20, 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  
Skyrise Townhomes (031-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, 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.

**Broward County Board of County Commissioners**

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## 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 Pines Boulevard except at a 50-foot opening with centerline located approximately 82 feet east of the west plat limits. This access shall be limited to a right-in, left-in, and right-out turning movements.

### ACCESS EASEMENT REQUIREMENTS

- 2 Provide a 24-foot-wide access easement from the east property line to the west property line, connecting the ingress/egress easements on the adjoining properties. Any proposed modifications are subject to the review and approval of the Highway Construction and Engineering Division prior to plat recordation.

### ACCESS REQUIREMENTS

- 3 The minimum distance from the non-vehicular access line of Pines Boulevard, at any ingress or egress driveway, to the outer edge of any interior service drive or parking space with direct access to such driveway shall be 59 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. This includes the following driveways:
  - A) The existing driveway at the Pembroke Pines 5 Acres development (approximately 11 feet east of east property line), and
  - B) The existing driveway at the Tuscan Pines development (approximately 10 feet west of west property line).

### TURN LANE IMPROVEMENTS (Secure and Construct)

- 5 Eastbound right turn lane on Pines Boulevard at the 50-foot opening. This right turn lane shall be an extension of the existing right turn located to the west of the proposed opening.
- 6 A channelized westbound left turn lane on Pines Boulevard at the 50-foot opening with 200 feet of storage and 50 feet of transition.

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

- 7 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)

- 8 Along Pines Boulevard adjacent to this plat.

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 This plat is a replat of Sky Rise Plaza (Book 176/Page 147). At the time of plat recordation, the previous property owner entered into a Security/Lien Agreement for Required Improvements that was recorded in Instrument # 43577-0532; and posted security in the amount of \$119239.00 for construction of certain improvements. The property was not developed as anticipated under the previous plat and the improvements have not been completed. The improvements listed in this Development Review Report are intended to replace and supersede the previous plat requirements and will be covered under a new Security/Lien Agreement and security. Approval of this replat and subsequent recordation should include authorization for Highway Construction and Engineering Division staff to process a release of the previous Agreement and security.
- 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 (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 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.

#### GENERAL RECOMMENDATIONS

- 13 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.
- 14 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>.

- 15 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](mailto: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.

#### 16 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. Square footage shall be shown for each parcel. The total acreage shall be accurate to the nearest square foot.
- C. Full dimensioning and square footage shall be shown on all dedicated RIGHT-OF-WAY. If applicable.
- D. 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>.

- E. The surveyor shall submit digital plat information (after all corrections are completed and Highway Construction & Engineering Division staff requests digital information).

#### 17 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Dedication language shall clearly dedicate all right-of-way and easements shown on the plat.
  - 1. Provide confirmation of the creation of the Homeowner's Association (Tuscan Springs Homeowners' Association, Inc.) referenced in the Dedication.
- B. Obtain and provide copy of the latest FDOT Right-of-Way map for Pines Blvd (SR 820) adjacent to the plat. Add label for same indicating the State Road designation, roadway section number, sheet number, and the latest date of revision.

#### 18 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>

#### 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