



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: April 13, 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  
Saratoga III (004-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 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](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.

## 2 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. Show labels on plat boundary lines that correspond to calls in the description.
- B. Bearings and distances shall be on all lines.
- C. Completely dimension the parcels created by the plat.
- D. Full dimensioning shall be shown on all right-of-way created by this plat.
- E. Cite the source of the coordinates shown on the plat. Indicate the datum the coordinates are based on. Show monumented control points used to determine the coordinates, with their coordinate values and ties to the plat. If applicable, identify an RTK subscription service utilized to establish the coordinates. Contact the Plat Section reviewing surveyor to discuss (954 577-4606)
- F. Explain Surveyor's Note #8 as it pertains to Assumed Bearings. The depiction of coordinates on the plat indicates the bearings may be based on a Grid datum. Review, and revise, as necessary. Contact the Plat Section reviewing surveyor to discuss (954 577-4606)

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

### 3 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Depict the entire right-of-way width of W. Dania Beach Boulevard, S.W. 8<sup>th</sup> Avenue and N.W. 10<sup>th</sup> Court 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.  
1. Review the document recorded in OR 4284 PG 648 and revise the plat as necessary.
- B. Depict and label with type, width, and recording information for any applicable existing easements within the plat as identified in the title work or provide evidence of their release/vacation.
  - 1. Remove the duplicate label for the easement per O.R.B. 44424, PG. 212, B.C.R.

### 4 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>

### 5 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.
  - 1. The abbreviation I.D. appears in the abbreviation list but does not appear on the plat. Review and revise, as necessary.

- B. Remove Surveyor's Notes # 6 (A) (IF A BUILDING PERMIT FOR A PRINCIPAL BUILDING...) and 6 (B) (IF CONSTRUCTION OF PROJECT...)

This note is no longer shown on plats.

## 6 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.

1. Remove the reference to PART 1 in the signature block.
2. Fill in the date the PRM's were set.
3. Revise the signature space for the Highway Construction and Engineering Director to read:  
Richard Tornese  
Director(remove Highway Construction and Engineering from this line)  
Florida Professional Engineer  
Registration NO. 40263

## 7 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.