



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

MEMORANDUM

DATE: April 17, 2025

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
Reef Plaza (033-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 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 Oakland Park Boulevard except at the following:
 - A) A 50-foot opening located at the east plat limits. This driveway shall be channelized and is limited to and noted on the plat as RIGHT-OUT TURNS ONLY.
 - B) A 50-foot opening with centerline located approximately 277 feet west of the east plat limits. This driveway is limited to and noted on the plat AS RIGHT-IN AND RIGHT-OUT TURNS ONLY.
- 3 Along the ultimate right-of-way for State Road 7 except at the following:
 - A) A 50-foot opening with centerline located approximately 275 feet north of the south plat limits. This driveway is limited to and noted on the plat as RIGHT-IN AND RIGHT-OUT TURNS ONLY.
 - B) A 60-foot opening with centerline located approximately 140 feet south of the north plat limits. This driveway is limited to and noted on the plat as RIGHT-IN, LEFT-IN, AND RIGHT-OUT TURNS ONLY.
- 4 Said non-access line will include a corner chord at the intersection.

RIGHT-OF-WAY REQUIREMENTS (Dedicate)

- 5 Between 17.5 feet and 37.64 feet of right-of-way to comply with the Broward County Trafficways Plan on State Road 7, a 187-foot Arterial.
- 6 Twelve (12) feet of right-of-way for an expanded intersection on Oakland Park Boulevard for the western 300 feet and a 200-foot transition to zero (0) foot dedication to the east.

- 7 Right-of-way necessary to accommodate a westbound right turn lane on Oakland Park Boulevard at the 50-foot opening with the two-way driveway with 80 feet of storage and 50 feet of transition.
- 8 Right-of-way for a corner chord based on a 35-foot radius at the intersection of Oakland Park Boulevard and State Road 7.

ACCESS REQUIREMENTS

- 9 The minimum distance from the non-vehicular access line 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 as follows:
 - A) Oakland Park Boulevard eastern 50-foot opening: 15.1 feet
 - B) Oakland Park Boulevard western 50-foot opening: 24.5 feet
 - C) State Road 7 50-foot opening: 147.1 feet
 - D) State Road 7 60-foot opening: 92.7 feet
- 10 A channelized driveway shall consist of one lane with a pavement width of 15 feet, with minimum entrance radii of 35 feet.
- 11 For the two-way driveway that will be centered in a 50-foot and 60-foot opening: the minimum pavement width shall be 24 feet, the minimum entrance radii shall be 30 feet.

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

- 12 The physical channelization of the driveway in the eastern 50-foot opening on Oakland Park Boulevard as specified under the non-vehicular access line requirements.
- 13 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.
- 14 All turn lanes shall include bike lanes consistent with the current FDOT standard.

TURN LANE IMPROVEMENTS (Secure and Construct)

- 15 Westbound right turn lane on Oakland Park Boulevard at the western 50-foot opening with 80 feet of storage and 50 feet of transition. This right turn lane shall be an extension of the existing right turn lane.
- 16 Northbound right turn lane on State Road 7 at the 50-foot opening with 130 feet of storage and 50 feet of transition. Design of this turn lane is subject to approval by Florida Department of Transportation.

- 17 Northbound right turn lane on State Road 7 at the 60-foot opening with 135 feet of storage and 50 feet of transition. Design of this turn lane is subject to approval by Florida Department of Transportation.

SIDEWALK REQUIREMENTS (Secure and Construct)

- 18 Along State Road 7 and adjacent to this plat.
- 19 Along Oakland Park Boulevard and adjacent to this plat.

SIGNALIZATION IMPROVEMENTS (Secure Construction)

- 20 Any necessary modifications to the existing traffic signal at the intersection of State Road 7 and Oakland Park Boulevard to provide for the required improvements.

PAVEMENT MARKINGS AND SIGNS (Secure and Construct)

- 21 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 security amount for pavement markings and signs will be based on the approved construction plans or the approved engineer's cost estimate as outlined below. Design and installation of the required markers and/or signs are subject to approval by Florida Department of Transportation for projects located on a FDOT jurisdictional roadway.

IMPROVEMENT AGREEMENT AND SECURITY REQUIREMENTS

- 22 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)

- 23 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.
- 24 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

- 25 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.
- 26 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>.

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.

27 SURVEY DATA

- A. Full dimensioning and square footage shall be shown on all dedicated RIGHT-OF-WAY.
- B. 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". P.C.P.s as appropriate.
 1. Add an offset PRM 50' (this opening is incorrectly shown as 55' should be 50') west on the existing North RW line of Oakland Park Blvd from the SE corner of the Plat.

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

28 RIGHT OF WAY DELINEATION AND DEDICATION LANGUAGE

- A. Submit the latest version of FDOT R/W Map Section 86090-2520 for review.
- B. All existing easements shall be clearly labeled and dimensioned.
 - 1. Remove the text “NOT TO BE ABANDONED” from the easements recorded in ORB 4193 PG 229 & ORB 34093 Pg 739.

29 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>

30 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.