Public Works Department
HIGHWAY CONSTRUCTION AND ENGINEERING DIVISION
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M E M O R A N D U M

DATE: September 29, 2022

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
Shoppes of Wilton (032-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.

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 SR 811except at a 50-foot opening with centerline located approximately 280 feet east of the west plat limits.

RIGHT-OF-WAY REQUIREMENTS (Dedicate)

3 Right-of-way for a corner chord based on a 30-foot radius at the intersection of SR 811 and NE 7th Avenue.

4 The minimum distance from the non-vehicular access line of SR 811, at the ingress or egress driveway, to the outer edge of any interior service drive or parking space with direct access to such driveway shall be 120 feet.

TRAFFICWAYS IMPROVEMENTS (Secure and Construct)

5 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)

6 Along SR 811 adjacent to this plat.

PAVEMENT MARKINGS AND SIGNS (Secure and Construct)

7 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

8 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)

9 Construction plans for the required improvements (including pavement marking and signing plans) shall be submitted to Highway Construction and Engineering Division for review, and must be approved prior to the commencement of construction. Construction shall be subject to inspection and approval by the County. Pavement marking and signing shall be provided for all of the Improvements and shall be subject to review, field inspections and final approval by the Traffic Engineering Division. Security for pavement markings and signing shall not be released without field inspection and final approval by the Traffic Engineering Division of all materials, installations and locations.

GENERAL RECOMMENDATIONS

10 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.

11 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.

12 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.

13 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. The More Particularly Described As Follows portion of the legal description lacks a “Bounds” description along most of the calls along the perimeter of the plat. Contact the Plat Section Surveyor, Roberto Chavez at 954 577 4606 or at rchavez@broward.org to discuss.
B. The bearing reference line must be a well-established and monumented line. Depict said line with its monumentation and tie to the plat boundary. Show found monumentation on the line.
    1. Explain Surveyor’s Note #3. The plat recorded in P.B. 183, PG. 382, B.C.R. as the source of the bearing on the south line of Section 34-48-42 does not appear on the drawing and neither does that section line.
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”. P.C.P.s as appropriate.
    1. Were the PRM’s set or were they found and reset? The submitted Boundary Survey depicts many found monuments. Review and revise.
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).

14 DRAFTING AND MISCELLANEOUS DATA

A. Title block shall include the name of Plat, Subtitle/Replat, Section-Township-Range, City, County, and State.
    1. On page 2 consider moving this block from the left side of the drawing to above the Surveyors Notes to make room to show some important text and information to avoid possible future confusion. Contact the Plat Section Surveyor Roberto Chavez at 954 577 4606 or at rchavez@broward.org to discuss.

15 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.