



## DEVELOPMENT REVIEW COMMITTEE (DRC) COMMENT REPORT

**MEETING DATE:** December 13, 2022

**PROPERTY OWNER / APPLICANT:** Joanne Low

**AGENT:** Courtney Crush, Crush Law, P.A.

**PROJECT NAME:** Delmar Easement Vacation

**CASE NUMBER:** UDP-EV22007

**REQUEST:** Vacation of Easement Review: 5-foot Wide by 120-foot Long Drainage Easement

**LOCATION:** 2301 Delmar Place

**ZONING:** Residential of Single Family/Low Density District (RS-4.4)

**LAND USE:** Low Residential

**CASE PLANNER:** Yvonne Redding



Case Number: UDP-EV22007

**CASE COMMENTS:**

Please provide a written response to each of the following comments:

1. The survey shall be based on a Standard Title Commitment issued by a title insurer licensed to do business in Florida or an Opinion of Title issued by an attorney admitted to the Florida Bar. The title commitment or Opinion of Title must have an effective date no more than thirty days prior to the date of submittal of the survey and must be certified to the City of Fort Lauderdale. If any encumbrances are found in the property, provide a copy of the recorded documents accordingly (i.e. easements, agreements, etc).
2. Provide copy of latest corresponding Site Plan, so that it can be reviewed for consistency.
3. Provide letters from Public Works demonstrating their interests in maintaining or no objection to the vacation of this Easement. Shall infrastructure exist and needed to be relocated, a relocation plan will be required prior to Engineering sign-off.
4. Should relocation be required by Public Works per above comment, the following will be required. At applicant cost, a new stormwater drainage system shall design, permitted, and constructed to meet relocation plan intent and the City's Public Works Department requirements. The relocated infrastructure shall be centered on the remaining ten (10) foot drainage easement as approved by City Engineer. No trees, fences, other utilities, or structures shall remain or be installed over the granted easement.



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**CASE COMMENTS:**

Please provide a response to the following:

- 1) The applicant is strongly encouraged to contact all neighborhood associations located within three hundred feet (300)' of the development site, to advise of this proposal (a map and listing of all neighborhood associations are listed on the City's website).
- 2) The proposed project requires review approval by the City Commission. A separate application and fee are required for City Commission review.
- 3) Signoff from the City Surveyor will be required prior to City Commission submittal. The signoff for the City Surveyor will be routed by Engineering Staff.
- 4) A letter must be provided from the City of Fort Lauderdale Public Works Department indicating no objections to the vacation. If any easements are required, legal and easement documents must be provided prior to item being scheduled for City Commission. If any facilities need to be relocated, plans satisfactory to that agency must be approved prior to City Commission submittal.

Contact Information for utilities is as follows:

**City of Fort Lauderdale, Department of Public Works**  
Igor Vassiliev, Project Manager II (954) 828-5862  
[ivassiliev@fortlauderdale.gov](mailto:ivassiliev@fortlauderdale.gov)

- 5) The resolution approving the vacation of easement shall be recorded in the public records of Broward County within (30) days after adoption.

**GENERAL COMMENTS**

Please consider the following prior to submittal for Planning and Zoning Board review:

- 6) Provide a written response to all Development Review Committee comments within 180 days.
- 7) The following easement documents must be reviewed and approved by City Staff prior to final approval:
  - Attorney's Opinion of Title
  - Easement Deed
  - Survey, Sketch and Legal Description
  - Joinder, Consent, and Partial Release by Mortgagee/Lien Holder

The instructions and templates for these documents may be found at

<https://www.fortlauderdale.gov/departments/sustainable-development/building-services/engineering-forms-and-info> listed under the topic "Dedicated Public Rights of Way and Easements." Please submit these documents electronically to Caroline Yeakel at [CYeakel@fortlauderdale.gov](mailto:CYeakel@fortlauderdale.gov).

- 8) Additional comments may be forthcoming at the Development Review Committee meeting.



# LEGEND

 Subject Site

UDP-EV22007 - 2301 Delmar Place

