



**CITY OF FORT LAUDERDALE**  
**Department of Sustainable Development**  
**Urban Design & Planning Division**  
700 NW 19<sup>th</sup> Avenue  
Fort Lauderdale, FL 33311  
Telephone: (954) 828-3266  
Fax (954) 828-5858  
Website: [http://www.fortlauderdale.gov/sustainable\\_dev/](http://www.fortlauderdale.gov/sustainable_dev/)

**CITY COMMISSION (CC)**  
**General Application**

**Cover:** Deadline, Notes, and Fees  
**Page 1:** Applicant Information Sheet, Required Documentation & Mail Notice Requirements  
**Page 2:** Sign Notification Requirements & Affidavit

**DEADLINE:** City Commission submittal deadlines are set by the City Clerk and vary by type of application. Contact project planner to determine deadline prior to submittal of complete application.

**FEES:** All applications for development permits are established by the City Commission, as set forth by resolution and amended from time to time. In addition to the application fee, any additional costs incurred by the City including review by a consultant on behalf of the City, or special advertising costs shall be paid by the applicant. Any additional costs, which are unknown at the time of application, but are later incurred by the City, shall be paid by the applicant prior to the issuance of a development permit.

_____ <b>Innovative Development (ID)</b>	<b>\$ 2,640.00</b>
_____ <b>Site Plan Level IV</b>	<b>\$ 950.00</b>
_____ <b>Site Plan Level II in DRAC/SRAC-SA</b>	<b>\$ 1,920.00</b>
(Downtown Regional Activity Center / South Regional Activity Center-South Andrews)	
_____ <b>Plat / Plat Note Amendment</b>	<b>\$ 540.00</b> (includes \$90 Final-DRC Fee)
_____ <b>Easement Vacation</b>	<b>\$ 560.00</b> (includes \$90 Final-DRC Fee)
_____ <b>ROW Vacation</b>	<b>\$ 830.00</b> (includes \$100 Final-DRC Fee)
_____ <b>Rezoning</b>	<b>\$ 910.00</b> (includes \$110 Final-DRC Fee)
(In addition to above site plan fee)	
_____ <b>Appeal and/or DeNovo Hearing</b>	<b>\$ 1,180.00</b>
_____ <b>Site Plan Deferral</b>	<b>\$ 490.00</b>
_____ <b>City Commission Request for Review</b>	<b>\$ 800.00</b>
_____ <b>City Commission General Review</b>	<b>\$ 89.00 / Hr.*</b>

\*The above fee is calculated at a rate of \$89.00 per hour. Generally thes applications take no more than 3 hours total to review (\$267.00), however any additional time required by staff will be charged prior to the City Commission meeting.

Page 1: City Commission Submittal Requirements

**INSTRUCTIONS:** The following information is requested pursuant to the City’s Unified Land Development Regulations (ULDR). The application must be filled out accurately and completely. Please print or type and answer all questions. Indicate N/A if does not apply.

**NOTE:** To be filled out by Department

Case Number	
Date of complete submittal	

**NOTE:** To be filled out by Applicant

& Alta Flagler Village Phase II LLC

Property Owner’s Name	If a signed agent letter is provided, no signature is required on the application by the owner.	
Applicant / Agent’s Name		
Development / Project Name		
Development / Project Address	Existing:	New:
Current Land Use Designation		
Proposed Land Use Designation		
Current Zoning Designation		
Proposed Zoning Designation		
GdYVWZWF Yei Ygh		

NE 4th and NE 5th Avenues.

The following number of Plans:

- ☐ One (1) original signed-off set, signed and sealed at 24” x 36”
- ☐ Two (2) copy sets at 11” x 17”
- ☐ One (1) electronic version\* of complete application and plans in PDF format to include only the following:

☐ Cover page

☐ Survey

☐ Site plan with data table

☐ Ground floor plan

☐ Parking garage plan

☐ Typical floor plan for multi-level structure

☐ Roof plan

☐ Building elevations

☐ Landscape plan

☐ Project renderings i.e. context plan, street-level perspectives, oblique perspectives, shadow study, etc.

☐ Important details i.e. wall, fence, lighting, etc.

\*All electronic files provided should include the name followed by case number “Cover Page Case no.pdf”

MAIL NOTIFICATION

Mail notice is required for City Commission hearing of a Rezoning of Less than Ten Acres and of an Appeal of ROW Vacation. Notice shall be in the form provided by the Department and mailed on the date the application is accepted by the Department. The names and addresses of homeowner associations shall be those on file with the City Clerk. Rezoning of Less Than Ten Acres hearing notice must be mailed within 30 days of the hearing and Appeal of ROW Vacation hearing notice within 10 days of hearing.

- **REQUIREMENT:** Mail notice of development proposal shall be provided to real property owners within 300 feet of applicant's property, as listed in the most recent ad valorem tax records of Broward County.

▪ **TAX MAP:** Applicant shall provide a tax map of all property within the required notification radius, with each property clearly shown and delineated. Each property within the notice area must be numbered (by Folio ID) on the map to cross-reference with property owners notice list.

▪ **PROPERTY OWNERS NOTICE LIST:** Applicant shall provide a property owners notice list with the names, property control numbers (Folio ID) and complete addresses for all property owners within the required notification radius. The list shall also include all homeowners associations, condominium associations, municipalities and counties noticed, as indicated on the tax roll.

▪ **ENVELOPES:** The applicant shall provide business size (#10) envelopes with first class postage attached (stamps only, metered mail will not be accepted). Envelopes must be addressed to all property owners within the required notification radius, and mailing addresses must be typed or labeled; no handwritten addresses will be accepted. Indicate the following as the return address on all envelopes: City of Fort Lauderdale, Urban Design & Planning, 700 NW 19<sup>th</sup> Avenue, Fort Lauderdale, FL 33311.

▪ **DISTRIBUTION:** The City of Fort Lauderdale, Urban Design & Planning Division will mail all notices prior to the public hearing meeting date, as outlined in Section 47-27.



## **PROJECT NARRATIVE**

**APPLICANT:** ALTA Flagler Village, LLC

**PROJECT NAME:** ALTA at Flagler Village

**CASE:** #E16003 Vacation of Utility Easement

**LOCATION:** Block 315 *Map of Progresso Florida*

**AUTHOR:** Linda C. Strutt, AICP

**DATE PREPARED:** April 27, 2016

**Updated August 9, 2016**

ALTA at Flagler Village is a mixed use residential and commercial project proposed to be constructed in two phases in the block between NE 6<sup>th</sup> and NE 7<sup>th</sup> Streets and between NE 4<sup>th</sup> and NE 5<sup>th</sup> Avenues (Block 315 "Map of Progresso, Florida" Plat Book 2, Pg. 18, BCR). The subject 15-foot utility easement bisects the block in a north-south direction.

The easement was reserved by the City in conjunction with the vacation of the underlying alley (recorded at ORB 14933 Page 7). In order to accommodate the proposed site plans, the applicant is submitting an application to vacate the utility easement.

Letters of no objection have been received from all of the franchise utilities as well as the City's Public Works Department and are included with the City Commission submittal.





## **ULDR NARRATIVES**

**APPLICANT:** ALTA Flagler Village, LLC  
**PROJECT NAME:** ALTA at Flagler Village  
**REQUEST:** Vacation of Utility Easement  
**CASE:** # E16003 Level IV Vacation of Easements  
**LOCATION:** Block 315 *Map of Progresso Florida*  
**AUTHOR:** Linda C. Strutt, AICP  
**DATE PREPARED:** April 26, 2016  
Updated August 9, 2016

### **Sec. 47-24.7. Vacation of easement.**

#### **A. Vacation of easement (city commission).**

**4. Criteria.** An application for a vacation of an easement shall be reviewed in accordance with the following criteria:

**a. The easement is no longer needed for public purposes;**

The subject utility easement was reserved by the City in association with the vacation of the alley through this block (Block 315 "Progresso"). The block has been purchased and is being redeveloped as a mixed use project. Utilities using this alley will be relocated and vehicular and pedestrian access to the site modified as part of the redevelopment project. As a result, this easement will no longer be needed to serve any public purpose.

**and**

**b. All utilities located within the easement have been or will be relocated pursuant to a relocation plan; and the owner of the utility facilities has consented to the vacation; or a portion of the easement area is maintained; or an easement in a different location has been provided for the utility facilities by the owner to the satisfaction of the city; or any combination of same.**

All utilities currently located within this easement will be removed in accordance with a relocation/removal plan developed with the affected utilities.

Letters of no objection have been received from all of the franchise utilities and the City's Public Works Department.

### **Sec. 47-25.2. Adequacy requirements.**

**A. Applicability.** The adequacy requirements set forth herein shall be used by the city to evaluate the demand created on public services and facilities created by a proposed development permit.

The proposed easement vacation will not affect the adequacy of public services and facilities. The easement is not being used for potable water, wastewater or drainage purposes. The development project for this site is the subject of separate DRC applications (two phases) which address each section of the Adequacy Requirements - Sec. 47-25.2. This narrative relates only to those adequacy requirements which may apply to the proposed easement vacation.

***H. Potable water:***

- 1. Adequate potable water service shall be provided for the needs of the proposed development. The proposed development shall be designed to provide adequate areas and easements which may be needed for the installation and maintenance of potable water systems in accordance with city engineering standards, the Florida Building Code, and applicable health and environmental regulations. The existing water treatment facilities and systems shall have sufficient capacity to provide for the needs of the proposed development and for other developments in the service area which are occupied, available for occupancy, for which building permits are in effect or for which potable water treatment capacity has been reserved. Capital expansion charges for water and sewer facilities shall be paid by the developer in accordance with Resolution 85-265, as it is amended from time to time. Improvements to the potable water service and system shall be made in accordance with city engineering standards and other accepted applicable engineering standards.**

Potable water service will be taken from existing mains in NE 4<sup>th</sup> and NE 5<sup>th</sup> Avenues. The projected project demand for potable water is addressed by the ULDR narratives provided for the development site plan.

***L. Stormwater.*** Adequate stormwater facilities and systems shall be provided so that the removal of stormwater will not adversely affect adjacent streets and properties or the public stormwater facilities and systems in accordance with the Florida Building Code, city engineering standards and other accepted applicable engineering standards.

This easement is not currently being used to accommodate drainage facilities nor is it needed to accommodate proposed stormwater facilities needed to support the proposed development project. Any easements needed in association with the project drainage plan to serve the proposed development project will be granted.

***N. Wastewater***

- 1. Wastewater:** Adequate wastewater services shall be provided for the needs of the proposed development. The proposed development shall be designed to provide adequate areas and easements which may be needed for the installation and maintenance of a wastewater and disposal system in accordance with applicable health, environmental and engineering regulations and standards. The existing wastewater treatment facilities and



**systems shall have adequate capacity to provide for the needs of the proposed development and for other developments in the service area which are occupied, available for occupancy, for which building permits are in effect or for which wastewater treatment or disposal capacity has been reserved. Capital expansion charges for water and sewer facilities shall be paid by the developer in accordance with Resolution 85-265, as it is amended for time to time. Improvements to the wastewater facilities and system shall be made in accordance with the city engineering and accepted applicable engineering standards.**

There is no existing sanitary sewer in the subject easement. The projected project wastewater demand was addressed by the ULDR narratives provided with the development site plan submittal. Sanitary Sewer will be taken from the existing main in NE 5<sup>th</sup> Avenue.



CITY OF  
FORT LAUDERDALE

May 24, 2016

Ms. Linda C. Strutt, AICP  
Linda Strutt Consulting, Inc.  
227 Goolsby Boulevard  
Deerfield Beach, Florida 33442

Subject: **Proposed Vacation of Utility Easements  
ALTA at Flagler Village  
City of Fort Lauderdale**

Dear Ms. Strutt,

This letter is in response to your request for a letter regarding the proposed vacation of the 15' utility easement through block 315 of the Map of Progresso Florida plat (Plat Bk. 2, Pg. 18, B.C.R.).

Although there does not appear to be any City infrastructure located in the identified area, the vacation will be conditioned upon the relocation of any City infrastructure found to be within the boundaries of the identified area. The relocation expenses would be borne by the developer. The relocated utilities would be required to be inspected and accepted by the Utilities Bureau.

We do not object to the proposed vacation of said platted utility easements.

Should you have any questions, please contact me at (954) 828-7809.

Sincerely,

Rick Johnson  
Utilities Distribution and Collection Systems Manager  
City of Fort Lauderdale

CC: Ella Parker



John Hughes  
Mngr - OSP Plng & Engrg Design

ATT Florida  
8601 W Sunrise Blvd  
Plantation, FL 33322

T: 954-423-6326  
jh0247@att.com

July 14, 2016

Ms. Linda C. Strutt, AICP  
Linda Strutt Consulting, Inc  
227 Goolsby Boulevard  
Deerfield Beach, Florida 33442

Subject: Proposed Vacation of Utility Easement  
ALTA at Flagler Village  
Block 315 Map of Progresso Florida  
City of Fort Lauderdale

Dear Ms. Strutt:

Based on the legal sketch and description provided, ATT does not object to the proposed vacation of the 15-foot utility easement through Block 315 of the Map of Progresso Florida plat.

It is understood that any existing ATT facilities located within the subject utility easement will be relocated/replaced at the owner's expense. Additional future easements in another location may be required to provide service to the proposed project.

Should you have any questions, please contact me at 954-423-6326.

Sincerely,

John M Hughes  
Specialist OSP-Engineering

CC: City of Fort Lauderdale  
Planning & Zoning Department  
700 NW 19th Avenue  
Fort Lauderdale, FL 33311





Easement & Right-of-Way Vacation Letter

5/24/2016

To: Linda Strutt  
Linda Strutt Consulting, Inc.  
227 Goolsby Blvd  
Deerfield Beach, FL 33442

**Subject:** Vacation of Utility easement ALTA at Flagler Village City of Fort Lauderdale

- (X) We have no facilities in the area to be vacated; therefore we have no objections to this vacation.



David Rivera  
Senior Engineering Technician

- ( ) We have facilities in the area to be vacated; however, we have no objections to this vacation providing the applicant will pay for the relocation or replacement of these facilities.

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David Rivera  
Senior Engineering Technician

- ( ) We have facilities in the area to be vacated which cannot be relocated for technical reasons, however, we have no objections to the vacation providing a utility easement as shown on the attached drawing is incorporated in the replat, or the applicant will pay for the relocation or replacement of these facilities.

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David Rivera  
Senior Engineering Technician

- ( ) We have objection to the proposed vacation for the following reasons:  
PGS has facilities in the easement and cannot be relocated.

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David Rivera  
Senior Engineering Technician



**Engineering – Design Department**  
**2601 SW 145<sup>th</sup> Ave Miramar, FL 33027**

Monday, August 01, 2016

Linda C. Strutt, AICP  
**Linda Strutt Consulting, INC.**  
227 Goolsby Boulevard  
Deerfield Beach, FL 33442

RE: **Mark-Up Request / 15' Easement Vacation**  
**ALTA at Flagler Village**  
**East Sistrunk Ave / NE 4<sup>th</sup> Ave / NE 5<sup>th</sup> Ave**  
**City of Ft. Lauderdale**  
**Comcast ID # - CWSI-M16-4222 / muid\_6913\_B**

Dear Ms. Strutt:

Please be advised ...in reference to the [survey provided...](#)

Comcast has existing aerial plant attached to utility poles within the limits of the project.

Comcast has ***no objections*** to the vacation of this subject easement providing Comcast is reimbursed for its relocation effort.

Should it become necessary, Comcast will coordinate with the developer for a separate easement if needed.

Should you have any further question, please feel free to call me at 1-954-447-8405 fax 1-954-447-8445 or e-mail at [Leonard\\_Maxwell-Newbold@cable.comcast.com](mailto:Leonard_Maxwell-Newbold@cable.comcast.com)

Sincerely,

**Leonard Maxwell-  
Newbold**

Digitally signed by Leonard Maxwell-Newbold  
DN: cn=Leonard Maxwell-Newbold, o=Comcast ABB Management  
Group, ou=Comcast South Florida RDC, email=leonard\_maxwell-  
newbold@cable.comcast.com, c=US  
Date: 2016.08.01 14:30:36 -04'00'

**Leonard Maxwell-Newbold**  
**Regional Permit Administrator**  
**Comcast / Southern Division ( [RDC](#) )**  
10/2/2015 4:26:10 PM

Cc: Ft. Lauderdale **Draw**  
File



July 26, 2016

Ms. Linda C. Strutt  
227 Goolsby Boulevard  
Deerfield Beach, Florida 33442

Re: ALTA at Flager Village 601-645 NE 5<sup>th</sup> Ave, 600-640 NE 4<sup>th</sup> Ave, 404 NE 7<sup>th</sup> St

Dear Ms Linda C. Strutt, AICP

FPL has no objection to abandoning or vacating the above requested easement.

However, FPL has existing overhead facilities and utility easements at this site. FPL will remove our existing facilities and vacate the existing easement at this location at the customer's expense. Prior to this being done, provisions must be made, new easements secured and facilities constructed to serve any existing FPL customers that may be affected by your request.

FPL will require a complete set of plans prior to construction. These would include the survey of property, site plan, water sewer & drainage, paving, and electrical plans. As the FPL engineering process takes about three to four months, it is imperative that complete plans be provided well in advance of construction. It is understood that existing FPL facilities located within the subject utility easement will be relocated/replaced at the owner's expense

Please contact me at 954 717 1434 should you have any questions or concerns.

Yours truly,

Alberto Gonzalez  
Associate Engineer