DRC E18008

SUSTAINABLE DEVELOPMENT – URBAN DESIGN & PLANNING

CITY COMMISSION (CC) - GENERAL APPLICATION

Rev: 1 | **Revision Date:** 2/24/2017 | **Print Date:** 2/24/2017
I.D. Number: PREID - AR

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.

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

*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.

Approval by: Ella Parker, Urban Design & Planning Manager
Uncontrolled in hard copy unless otherwise marked

WE BUILD COMMUNITY

Updated: 3/20/2015

CC_GeneralApp

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

Property Owner's Name	OCITA Properties
Applicant / Agent's Name	Damon T. Ricks / Flynn Engineering Services P.A.
Development / Project Name	Riverparc Square EASEMENT VACATION 2
Development / Project Address	**Existing:** mutiple **New:** 501 S. Andrews Avenue
Current Land Use Designation	D-RAC
Proposed Land Use Designation	D-RAC
Current Zoning Designation	RAC-CC
Proposed Zoning Designation	RAC-CC
Specific Request	

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 19th 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.

FLYNN ENGINEERING SERVICES, P.A.
CIVIL ENGINEERS

April 10, 2018

Raymond Meyer
CITY OF FT. LAUDERDALE – ENGINEERING
700 NW 19TH AVENUE
FT. LAUDERDALE, FL 33301
954.828.5048 / rmeyer@fortlauderdale.gov

Re: **RIVERPARC SQ. EASEMENT VACATION (Ingress/Egress Esmt)**
Case# E18008 / FES# 17-1351.00
Response to DRC Comments dated April 6, 2018

CASE COMMENTS:
Please provide a response to each of the following comments:

1. Please contact City's Public Works Department, Rick Johnson at rjohnson@fortlauderdale.gov or 954-828-7809 for water and sewer utilities and Elkin Diaz at ediaz@fortlauderdale.gov or 954-828-6539 for stormwater infrastructure, to verify and determine whether there are any public utilities present within the easement to be considered for vacation. If so, a surveyed location of the utilities shall be provided to staff for review, the full cost of relocation of any utility shall be borne by the Applicant, and the relocation plan shall be reviewed and approved by the Public Works Dept. prior to the relocation implementation.
RESPONSE: Existing sanitary sewer within the easement will be removed for the proposed development.

2. Provide letters from all franchise utility providers including Public Works Dept. as appropriate (i.e. if public easement is being vacated), demonstrating their interests in maintaining or no objection to the vacation of this easement.
RESPONSE: See attached utility letters and correspondence from Public Works in regards to the easement vacation.

3. Submit the stamped copy of the surveyor's sketch and description to the City's Surveyor for his review and approval of the legal description of the easement to be considered for vacation. The approved surveyor's sketch shall then be routed to the Land Development Manager for sign-off, prior to submittal to the case planner for final authorization to present this item to the City Commission.
RESPONSE: See attached sketch and description for sign off review.

241 COMMERCIAL BLVD.
LAUDERDALE-BY-THE-SEA, FL 33308

PHONE: (954) 522-1004
FAX: (954) 522-7630

www.flynnengineering.com

4. Please be advised that the vacating ordinance shall not be in full force and effect until an Engineer's Certificate is executed by the City Engineer or designee. This Engineer's Certificate shall be executed by the proper authorities and recorded in the public records of Broward County. A copy of the recorded certificate is to be provided to the City upon recordation. The City Engineer's certificate shall also state that all the existing facilities within the vacated easement have been relocated or abandoned to the satisfaction of the respective utility owners.
   RESPONSE: This comment is taken under advisement.

5. Additional comments may be forthcoming at the meeting.
   RESPONSE: This comment is taken under advisement.

Sincerely,

Flynn Engineering Services, P.A.

FLYNN ENGINEERING SERVICES, P.A.
CIVIL ENGINEERS

April 10, 2018

Tyler LaForme
CITY OF FT. LAUDERDALE – URBAN DESIGN & PLANNING
700 NW 19th Avenue
Ft. Lauderdale, FL 33301
954.828.5633 / TLaForme@fortlauderdale.gov

Re: **RIVERPARC SQ. EASEMENT VACATION (Ingress/Egress Esmt)**
Case# E18008 / FES# 17-1351.00
Response to DRC Comments dated April 6, 2018

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 officially-recognized neighborhood associations is provided on the City's website.
RESPONSE: This comment is taken under advisement and will comply.

2. The proposed project requires review and approval by the City Commission. A separate application and fee is required for Commission review.
RESPONSE: This comment is taken under advisement. The City Commission fee will be provided.

3. Signoffs from the City Surveyor and the City's Engineering Design Manager will be required prior to Planning and Zoning Board submittal.
RESPONSE: This comment is taken under advisement and will obtain all applicable signoffs for the Easement Vacation process. The Applicant also understands that the signoff for the City Surveyor will be routed by the Urban Design & Plng Staff.

4. Provide a signed and sealed survey and legal description in the 'Sketch and Legal' format.
RESPONSE: The survey and legal description in Sketch and Legal format has been provided to the case planner to route for approval as required above.

5. Provide letters of no objection from Comcast Cable and 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.
RESPONSE: See utility letters of 'NO OBJECTION' attached.

241 COMMERCIAL BLVD.
LAUDERDALE-BY-THE-SEA, FL 33308

PHONE: (954) 522-1004
FAX: (954) 522-7630

www.flynnengineering.com

6. The ordinance approving the right of way easement shall be recorded in the public records of the County within (30) days after adoption.
RESPONSE: This comment is taken under advisement and will comply, as applicable.

7. Signature required.
RESPONSE: Will comply.

GENERAL COMMENTS:
The following comments are for informational purposes.

8. Provide a written response to all DRC comments within 180 days.
RESPONSE: This comment is taken under advisement.

9. An additional follow-up coordination meeting may be required to review project changes necessitated by the DRC comments. Prior to routing your plans for Final DRC sign-off, please schedule an appointment with the project planner (954-828-5265) to review project revisions and/or to obtain a signature routing stamp.
RESPONSE: This comment is taken under advisement and will comply.

10. Additional comments may be forthcoming at the DRC meeting.
RESPONSE: This comment is taken under advisement.

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 http://www.fortlauderdale.gov/building_services/Fax%20Permitting/permits.htm listed under the topic "Dedicated Public Rights of Way and Easements." Please submit these documents electronically to Judy Johnson at jjohnson@fortlauderdale.gov.

*Also, Provide a copy of the instruction sheet and the flow chart (See Procedures and Forms)

Respectfully,

Flynn Engineering Services, P.A.

COMCAST

Engineering – Design Department
2601 SW 145th Ave Miramar, Fl 33027

Thursday, April 12, 2018

Marc Isaac
Flynn Engineering Services, P.A.
241 Commercial Blvd.
Lauderdale-By-The-Sea, FL 33308

RE: **Letter of No Objection / Easement Vacation**
Ingress / Egress Easement Vacation
Riverparc Square Project
ORB 24050, PAGE 803 as recorded in Broward County, Fl
City of Fort Lauderdale
Comcast muid_9407_B.a

Dear Mr. Isaac

Please be advised …in reference to the proposed Ingress / Egress Easement Vacation At your: **Riverparc Square Project,** Comcast has no existing / active facilities within the limits of this project and have ***no objection nor conflict*** to this request.

Should you have any further question, please feel free to call me at 1-954-447-8405 e-fax 1-954-954-534-7008 or e-mail at Leonard_Maxwell-Newbold@cable.comcast.com

Sincerely,

Leonard Maxwell-Newbold

Digitally signed by Leonard Maxwell-Newbold
Date: 2018.04.12 09:02:32 -04'00'

Leonard Maxwell-Newbold
Regional Permit Administrator
Comcast / Southern Division (RDC)
4/12/2018 9:01:29 AM

Cc:
File

at&t

Dyke Tittle
Manager - OSP Planning & Engineering Design

ATT Florida
8601 W Sunrise Blvd
Plantation, FL 33322

T: 954-577-5602
dt5431@att.com

March 9th, 2018

Marc Isaac
Flynn Engineering Services, P.A
241 Commercial Blvd,
Lauderdale-By-The-Sea, Florida 33308

Subject: No Objection Letter for vacation of Utility 14' Easement/Egress easement vacation, City of Fort Lauderdale, Riverparc Square FES #17-1351.00

Dear Jacqueline:
ATT does not object to your request for a vacation of the 14' easement/ Egress easement vacation at the property described in the attached page 2. Applicants property is AT 501 S Andrews Ave and legally described as FT LAUDERDALE B-40 D LOT 1 TO 4,5 N 47,16 TO 20,LESS E 15 FOR ST BLK 46.

It is understood that any relocation of existing ATT facilities associated with the proposed project and encroachments will be 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 954-577-5602.

Sincerely,

Dyke Tittle
Manager - OSP Planning &
Engineering Design

Florida Power & Light Company

March 9, 2018

To:
MARC ISAAC
FLYNN ENGINEERING SERVICES, P.A.
241 COMMERCIAL BLVD
LAUDERDALE-BY-THE-SEA, FL 33308

Re:
RIVERPAC SQUARE PROJECT
FORT LAUDERDALE PLAT BOOK "B" PAGE 40

Dear MARC ISAAC,

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.

Please contact me at 954 717 2062 should you have any questions or concerns.

Yours truly,

Lucas Cornish
Associate Engineer



A NEXTera ENERGY Company

TECO
PEOPLES GAS
AN EMERA COMPANY

Easement & Right-of-Way Vacation Letter

3/5/2018

To: Damon Ricks
Flynn Engineering Services P.A.
241 Commercial Blvd
Lauderdale By The Sea, FL 33308

Subject: Riverparc Square vacation

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

David Rivera
Gas Design 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 retirement or replacement of these facilities.

David Rivera
Gas Design 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 is incorporated in the replat, or the applicant will pay for the relocation or replacement of these facilities.

David Rivera
Gas Design Technician

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

David Rivera
Gas Design Technician

Peoples Gas
5101 NW 21st Ave Ste. 460
Fort Lauderdale, FL 33309-2792
An equal opportunity company

(877) 832-6747
Fax (954) 453-0804
www.TECOEnergy.com

CITY OF
FORT LAUDERDALE

April 19, 2018

Damon Ricks
Flynn Engineering Services, P.A.
241 Commercial Blvd.
Lauderdale-By-The-Sea, FL 33308

Subject: **14' Utility Easement Vacation & Ingress/Egress Easement Vacation**

Dear Mr. Ricks,

This letter is in response to your request for a no objection letter regarding the vacations of the 14' utility easement and the public vehicular & pedestrian ingress and egress easement as shown on the provided survey and site plan. Based on review the documents provided and our assessment of City records there are City sewer facilities located within the utility easement. As noted in your request, these facilities are to be removed and as such, **the City of Fort Lauderdale has no objection to the proposed vacation of the 14' Utility Easement.** Please note that the vacation is conditioned upon the relocation, removal, or proper abandonment of any facilities found. Any relocation, removal, or abandonment of the existing utilities must be conducted with approved engineering plans, at the developer's expense and the relocated, removed, or abandoned utilities are required to be inspected and accepted by the Department of Sustainable Development.

There are no City facilities located within the ingress/egress easement and as such, **the City of Fort Lauderdale has no objection to the proposed vacation of the Ingress/Egress Easement.**

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

Sincerely,

Rick Johnson
Utilities Distribution and Collection Systems Manager
949 NW 38th Street, Fort Lauderdale, Florida, 33309
Ph: 954-828-7809 | email: rjohnson@fortlauderdale.gov