



# 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.

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

\*The above fee is calculated at a rate of \$89.00 per hour. Generally these 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

<b>Case Number</b>	
<b>Date of complete submittal</b>	

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

<b>Property Owner's Name</b>	
<b>Applicant / Agent's Name</b>	
<b>Development / Project Name</b>	
<b>Development / Project Address</b>	<u>Existing:</u> _____ <u>New:</u> _____
<b>Current Land Use Designation</b>	
<b>Proposed Land Use Designation</b>	
<b>Current Zoning Designation</b>	
<b>Proposed Zoning Designation</b>	
<b>GdYVZWF Yei Ygh</b>	

## 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.



**August 9, 2017**

**DRC – Easement Vacation Narrative  
195 N Federal Highway - Ft. Lauderdale**

**Sec. 47-24.7 Criteria.**

***An application of an easement shall be reviewed in accordance with the following criteria:***

- a) The easement is no longer needed for public purposes:  
**RESPONSE: The easement is no longer needed for public purposes. A utility easement will be provided as necessary for relocated utilities.**
  
- 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 by the utility facilities by the owner to the satisfaction of the city; or any combination of same.  
**RESPONSE: The property owner intends to coordinate with the utility providers to remove or to re-route any existing utilities. The applicant will provide all required consent agreements for the relocated utilities.**



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

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

[www.flynnengineering.com](http://www.flynnengineering.com)



February 16, 2018

Mr. Marc Isaac  
Flynn Engineering Services, P.A.  
241 Commercial Blvd.  
Lauderdale-by-the-Sea, Florida 33308

Subject: **Proposed Easement Vacation**  
**195 N. Federal Hwy**  
**FES#17-1371.00**  
**City of Fort Lauderdale**

Dear Mr. Isaac,

This letter is in response to your request for a letter regarding the proposed vacation of the 6' easement abutting the property at 195 N. Federal Highway.

Based on our assessment and the documents provided, the City of Fort Lauderdale does not appear to have any facilities within the easement and as such, has no objection to the proposed vacation of the 6' easement provided that the vacation is conditioned upon the relocation, removal, or proper abandonment of any facilities found within. Any relocation, removal, or abandonment of the existing utilities must be conducted with approved engineering plans, at the developer's expense. The relocated, removed, or abandoned utilities would be required to be inspected and accepted by the Utilities Department.

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

Sincerely,

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

**PUBLIC WORKS DEPARTMENT**

949 N.W. 38<sup>TH</sup> STREET, FORT LAUDERDALE, FLORIDA 33309  
TELEPHONE (954) 828-8000, FAX (954) 828- 7897X

[WWW.FORTLAUDERDALE.GOV](http://WWW.FORTLAUDERDALE.GOV)

## Julie Shearer

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**From:** Maxwell-Newbold, Leonard <leonard\_maxwell-newbold@comcast.com>  
**Sent:** Wednesday, August 16, 2017 10:16 AM  
**To:** Julie Shearer  
**Cc:** cable-utilities@cwsifl.com  
**Subject:** RE: Completed mark-up(B)/Objection/061617/CWSO 7-5447/ Re: 195 N. Fed - [NE 2nd St. R/W Vacation]/Objection response required by Comcast ( 08/16/2017\_lmn )  
**Attachments:** CWSI M17-5447 MARK-UP Easement exhibit.pdf; CWSI M17-5447 SCREEN SHOT.PDF

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Red Category

Good Morning

In reviewing the plans for **195 N. Fed - [NE 2nd St. R/W Vacation]**  
Comcast has **no conflict** with the proposed R/W Vacation as outlined on attached drawings.

Thanks !



**Leonard Maxwell-Newbold**  
**Tech 3 Network Engineering / Regional Permit Manager**  
**2601 SW 145<sup>th</sup> Avenue Miramar, Florida 33027**  
**1-954-447-8405 office number / 1-954-444-5113 mobile number**  
[Leonard\\_maxwell-newbold@cable.comcast.com](mailto:leonard_maxwell-newbold@cable.comcast.com)

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**From:** Julie Shearer [<mailto:julie@FlynnEngineering.com>]  
**Sent:** Wednesday, August 16, 2017 10:03 AM  
**To:** Maxwell-Newbold, Leonard <[leonard\\_maxwell-newbold@cable.comcast.com](mailto:leonard_maxwell-newbold@cable.comcast.com)>  
**Cc:** Maxwell-Newbold, Leonard <[leonard\\_maxwell-newbold@cable.comcast.com](mailto:leonard_maxwell-newbold@cable.comcast.com)>  
**Subject:** FW: Completed mark-up(B)/Objection/061617/CWSO 7-5447/ Re: 195 N. Fed - [NE 2nd St. R/W Vacation]/Objection response required by Comcast  
**Importance:** High

See below for 195 N Federal Highway.

**Julie Shearer**  
Flynn Engineering Services, P.A.  
241 Commercial Blvd.  
Lauderdale-By-The-Sea, FL 33308

954.522.1004 (Voice)  
954.522.7630 (Fax)  
[www.flynnengineering.com](http://www.flynnengineering.com)



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**From:** Christopher Taylor [<mailto:christophert@cwsifl.com>]  
**Sent:** Friday, June 16, 2017 9:34 AM  
**To:** [leonard\\_maxwell-newbold@comcast.com](mailto:leonard_maxwell-newbold@comcast.com); [john\\_matoni@comcast.com](mailto:john_matoni@comcast.com); 'Davidson, Ricardo A'  
**Cc:** Damon T. Ricks; Julie Shearer; Intern Summer; [cable-utilities@cwsifl.com](mailto:cable-utilities@cwsifl.com)  
**Subject:** RE: Completed mark-up(B)/Objection/061617/CWSO 7-5447/ Re: 195 N. Fed - [NE 2nd St. R/W Vacation]/Objection response required by Comcast  
**Importance:** High

Good morning Leonard,

Please find attached as-built, mark-up, node print and Google Earth screen shot.  
Comcast has aerial facilities within the Right of Way to be vacated.  
Please contact me if you have questions.

Thanks,

**Chris Taylor**

Cable Wiring Specialists, Inc.  
5610 Rodman St. Hollywood, FL 33023  
Ph: (954) 239-8386  
[ChristopherT@cwsifl.com](mailto:ChristopherT@cwsifl.com)



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**From:** Intern Summer [<mailto:intern@FlynnEngineering.com>]  
**Sent:** Wednesday, June 07, 2017 3:32 PM  
**To:** [ChristopherT@cwsifl.com](mailto:ChristopherT@cwsifl.com)  
**Cc:** [john\\_matoni@comcast.com](mailto:john_matoni@comcast.com); [leonard\\_maxwell-newbold@comcast.com](mailto:leonard_maxwell-newbold@comcast.com); [cable-utilities@cwsifl.com](mailto:cable-utilities@cwsifl.com); Damon T. Ricks; Julie Shearer  
**Subject:** 195 N. Fed - [NE 2nd St. R/W Vacation]

Dear Chris,

Please see the attached letter requesting acknowledgement for a Letter of No Objection for partial vacation of NE 2nd Street right of way.

Thank you,

Kiera Muruve



Dyke Tittle  
Manager - OSP Planning  
& Engineering Design

ATT Florida  
8601 W Sunrise Blvd  
Plantation, FL 33322

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

February 12<sup>th</sup>, 2018

RE: 6' Utility Easement Vacation City of Fort Lauderdale FES #17-1371.00  
195 N Federal Hwy.

To whom it may concern,

Please be advised, AT&T has no objection to vacating the existing easement at the above referenced location and further described on the attached legal description and sketch (see page 2). Please note that any relocation of existing facilities required will be at the cost of the owner/developer. The plan for such rearrangements will also need to be coordinated with and approved by AT&T.

Thank you for choosing AT&T Florida.

Respectfully,

A handwritten signature in black ink, appearing to read "Dyke Tittle".

Dyke Tittle  
Manager - OSP Planning & Engineering Design  
ATT Florida  
954-577-5602



Easement & Right-of-Way Vacation Letter

7/14/2017

To: Julie Shearer  
Flynn Engineering  
241 Commercial Blvd  
Lauderdale By The Sea, FL 33308

**Subject:** Right of Way Vacation 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  
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.

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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.

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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.

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David Rivera  
Gas Design Technician

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

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