



Oakland Park Municipal Building – ECD  
Large Conference Room  
5399 North Dixie Highway, Suite 2  
Oakland Park, Florida 33334

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MINUTES  
DEVELOPMENT REVIEW COMMITTEE (DRC) MEETING  
NOVEMBER 18, 2021, 10:00 A.M.

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The regular meeting of the Development Review Committee of the City of Oakland Park, Florida was called to order at 10:00 A.M. This meeting was held by Zoom.

To support the public's continued safety concerns, this meeting was conducted in a manner that promotes social distancing while ensuring public access. This meeting was available for virtual participation via Zoom Meeting ID:

<https://oaklandparkfl.zoom.us/j/86035690989?pwd=bEVVZmFJWnk5cnJCL2tTRnY3ZjZUUT09>

or by contacting the City Clerk's office at 954-630-4300. Public comments were limited to 4 minutes. Written public comments (no more than 250 words) were able to be submitted for the record to: [publiccomments@oaklandparkfl.gov](mailto:publiccomments@oaklandparkfl.gov) by 4:00 p.m. the day before the meeting. In person attendance is also possible

<b>ROLL CALL</b>
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**Regular Members:**

Antwan Armalin, Public Works Manager

Lorrainia Belle, Senior Planner

Alex Dambach, Planning Supervisor

Chris French, Fire Inspector/Investigator

Detective Chuck Howard, Broward Sheriff's Office

Chris Lips, Assistant Director of Public Works

**Also Present:**

Melissa Alvarado, Recording Secretary

Albert "Skip" Margerum, Community  
Enhancement Manager

Lauren Pruss, Assistant Director of Community  
& Economic Development

Dave Spence, Structural Chief Inspector

Steven Tinsley, Assistant Director of  
Community & Economic Development

Peter Schwarz, Director of Community &  
Economic Development

**Absent** – (Excused)

Kevin Woodall, Code Enforcement Officer II

<b>1. Approval of Minutes</b>
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<b>Minutes of October 14, 2021</b>
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Member Belle made a motion to approve the October 14, 2021 DRC meeting minutes Member Pruss seconded the motion which passed unanimously.

<b>2. Public Comments- At this time any person will be allowed to speak on any matter that pertains to City business for a length of time not to exceed four minutes per person.</b>
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None

**ITEMS TO CONSIDER**

<b>3. Site Development Plan Review and the Subdivision (Platting) for development of four single-family homes at 2600 NW 19 Avenue</b>
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**Planning and Zoning Comments**

Member Dambach gave a brief description of the project location and proposed development. The project is located at the end of NW 19 Avenue at the south end of the street in the Lakeside

neighborhood north of Osswald Park; it is a 37,670 square foot parcel with frontage on 19 Avenue, but no other streets.

The proposed development consists of the creation of a roadway to extend east of 19 Avenue that would provide access to four proposed single-family lots.

The proposed roadway would have a 22-foot wide cartway and a T type turnaround at the end which is allowed by City Code. In the initial proposal there are some depression areas for storm water detention. Grass buffers would be built along the roadway.

Each of the residential lots initially proposed with 67 feet of frontage range in sizes that are larger than 6,000 square feet. Proposed are single family dwellings that are proposed to have a modern-style architecture with one-car garages and flat roofs.

### **Planning and Zoning Comments**

Member Dambach stated that the applicant has addressed the planning comments and resubmitted revisions to the plans. The comments based on the first submittal will be read into the record.

#### Related to the Planning and Zoning, Member Dambach commented as follows:

- 1) The right-of-way width was proposed in the initial submittal to be 32-32.5 feet wide, however, the Code requires a minimum of 40 feet. The applicant has resubmitted with the revised lot layout accordingly.
- 2) Sidewalks are required on all of the roadways, both the new proposed right-of-way as well as the right-of-way of 19 Avenue abutting this site.
- 3) The applicant has reconfigured the originally proposed tandem parking to provide two side-by-side parking spaces in the driveway as the Code does not count blocked parking spaces toward the parking requirement
- 4) The applicant will need to provide HOA documents to maintain the roadway and common areas of the site.
- 5) Street naming and address assignment will need to be discussed. The building department will assign the addresses.
- 6) The applicant will need to provide an access agreement for streets that can be filed later.
- 7) The applicant needs to show all underground utilities including electrical services to serve these residences on the final plans.

### **Landscaping Comments**

Member Margerum stated that the Landscaping Discipline approved the project with no comments.

### **Fire Prevention Comments**

Member French stated that the Fire Prevention Discipline had several comments, but they have been addressed by the applicant.

### **Building and Structural Comments**

Member Spence stated that the Building and Structural Discipline approve the plans with no comments

**Crime Prevention Through Environmental Design Comments**

Member Howard stated that the Crime Prevention through Environmental Design Discipline approved the project with no comments.

**Solid Waste**

Member Armalin stated that the Solid Waste Discipline approved the project with no comments.

**Engineering Comments**

Member Dambach read the following Engineering comments into the record:

- 1) The existing fire hydrant needs to be labeled on the plan drawings.
- 2) The water meter should be located within the access parcel.
- 3) Review the depth of the sewer line provided. Invert of clean out for connection to the last hose is only 1' below from the floor elevation
- 4) Review and revise elevations provided for the inverts and rims of the cleanouts
- 5) Suggested not running a new sewer service through proposed exfiltration trench. Alternatively detail how the crossing will work protect the exfiltration trench from possible leaks around sewer service

**Utilities Comments**

Member Lips inquired if there would be a drainage easement over the drainage swales located within each of the lots.

Mr. Roberto Goncalves of Keith and Associates, stated that the comments provided by Flynn Engineering regarding design revisions and drainage have been addressed, and that Broward County's water retention area requirement for water quality has also been met.

Member Lips inquired if the roadway is private. Mr. James Kahn, the applicant for the project, stated that the roadway will be privately owned by the homeowner's association.

Member Lips commented that interconnectivity between the swale and the onsite storm drainage, would make the design and drainage more feasible.

Mr. Goncalves stated that connectivity from the retention area to the driveway would prevent the houses from being ADA compliant. He added that the County authorized the driveways to serve

as separate basins from the homes. Any rain that falls in the retention area stays in the retention area until a certain event causes it to flood into the road.

Mr. Goncalves noted that on the revised plans, the retention area has been enlarged and expanded so the entire backyard is a much wider retention area.

Member Lips asked if the retention areas are interconnected. Mr. Goncalves stated that the retention areas are not interconnected and that each single-family home would contain its own water retention area.

Member Dambach stated that he would meet with Mr. Goncalves and Member Lips to discuss the revised plans in further detail.

<b>OTHER BUSINESS</b>
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None.

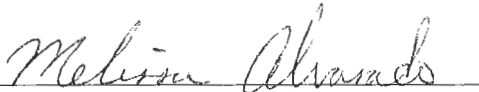
<b>ADJOURNMENT</b>
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There being no further business, the meeting was adjourned at 10:29 A.M.

ATTEST:



Alex Dambach, Planning Supervisor,  
Community & Economic Development Department



Melissa Alvarado, Recording Secretary