



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

MINUTES
DEVELOPMENT REVIEW COMMITTEE (DRC) MEETING
DECEMBER 9, 2021, 10:00 A.M.

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/84911278504?pwd=UjhlcnNqeVU5U2k1bmtRMUg3WFB4UT09>

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) could have been submitted for the record to: publiccomments@oaklandparkfl.gov by 4:00 p.m. the day before the meeting. In person attendance was also possible

ROLL CALL

Regular Members:

- Antwan Armalin, Public Works Manager
- Lorrainia Belle, Senior Planner
- Alex Dambach, Planning Supervisor
- Patricia Fernandez, Plans Examiner/Inspector
- Chris French, Fire Inspector/Investigator
- Detective Chuck Howard, Broward Sheriff's Office
- Chris Lips, Assistant Director of Public Works
- Albert "Skip" Margerum, Community Enhancement Manager

Also Present:

Melissa Alvarado, Recording Secretary

- Lauren Pruss, Assistant Director of Community & Economic Development
- Steven Tinsley, Assistant Director of Community & Economic Development

Absent – (Excused)

Kevin Woodall, Code Enforcement Officer II

Peter Schwarz, Director of Community & Economic Development

1. Approval of Minutes

Minutes of November 18, 2021

Member Margerum made a motion to approve the November 18, 2021 DRC meeting minutes. Member Pruss seconded the motion, which passed unanimously.

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.
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None

ITEMS TO CONSIDER

3. Site Development Plan Review: Case # CD21-26Z-“RES Elite III Townhomes”: Site Development Plan Review for the development of four town homes at 333 NW 41 Street
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Engineering Comments

Member Dambach provided the following Engineering Comments:

- 1) The exfiltration trench only has 5' separation between the trenches. The typical Broward County guideline for this situation is to maintain a minimum of 10' of separation between the outside of parallel exfiltration trenches.
- 2) The 5 year-1hour post stage of 6.14 is higher than the minimum driveway elevation and actually higher than the perimeter elevations of 6.0. This site should be designed to protect the driveway from the 5 year-1hour storm event.

- 3) The 100 year-3 day post stage of 7.03 is higher than the garage FFE of 5.90. Requested applicant to indicate on the plans if the garages will be wet flood proofed or dry flood proofed in accordance with ASCE 24.
- 4) Regarding drainage calculations, the 25 year-3 day post stage of 6.77 is higher than the perimeter elevations of 6.0 and will have runoff to the adjacent properties and City right-of-way.
- 5) Show proposed grading for the on street parking spaces and regrading of the existing road swale. Also show how the additional runoff and loss of swale storage is proposed to be mitigated.
- 6) Show the proposed water service connections to the existing 6" water main.
- 7) Confirm that all 4 townhomes proposed to connect to a single 6" sewer service and not double services.
- 8) Show location and distance to nearest existing fire hydrant serving this site.

Planning and Zoning Comments

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

- 1) Provide more depth to elevations. Staff recommends the addition of stones and borders around windows and doors. Other adjustments should be made to fully differentiate the design of proposed building from the developer's similar project across the street.
- 2) Provide more windows to the south elevation.
- 3) Add windows to the north elevation to match the south elevation.
- 4) Flip the floor plan.
- 5) Provide a light fixture at each garage door for security and design aesthetics.
- 6) Decorative pavers should be used for the guest parking spaces proposed in the front yard instead of concrete.
- 7) Re-label the south and north setback on the "Site Information" chart.
- 8) Staff strongly suggests transferring one of the proposed front-yard parking spaces from the front of the lot to the rear in order to increase green space at the site's front.

Fire Prevention Comments

Member French stated that the Fire Prevention Discipline approved the project with no comments.

Crime Prevention Through Environmental Design Comments

Related to Crime Prevention Through Environmental Design, Member Howard commented as follows:

- 1) Provide a photometric plan for area one to show where the proposed fixtures will be installed
- 2) Make sure the address numbers of the entry doors and of the garage doors are celebrated and clearly distinguishable.
- 3) Provide a landscaping maintenance plan.
- 4) Make sure hedges are below the 30" mark.
- 5) Make sure that tree canopies are at least 8'.
- 6) Maintain plants that are close to the driveway/roadway and keep the site triangle visible.
- 7) Ensure that the construction site is fenced in during the construction phase.
- 8) Have an entrance gate with a heavy duty lock.
- 9) Have the "no trespassing" construction signage.
- 10) Place "parking signs" on the driveways leading to the garages.
- 11) Have a "no trespassing" affidavit on file with Broward Sheriff's Office.
- 12) Have a towing contract on file as well as a properly posted sign.

Solid Waste

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

Building and Structural Comments

The Building and Structural Discipline approve the plans with no comments.

Justin Singer, the applicant for the project, stated he would provide an updated elevation page showing the outdoor lighting along with numbers over each unit. He added that he would number the doors and garages so they are visible from the roadway.

Member Howard stated that a marquee in the front of the roadway with the numbers would also be acceptable.

Mr. Singer added that he would have the landscaping/maintenance plan updated and that all other Crime Prevention Through Environmental Design comments will be addressed.

Regarding the Engineering comments, Mr. Singer stated that the corrections would be made. He noted that there was a specific comment about the distance between exfiltration trenches that he would ask the engineering reviewer, Dennis Shultz.

Related to the Planning comment about differentiation, Member Dambach suggested a few ways Mr. Singer could differentiate between projects which include: a slight change to the roof such as a gable end, a gable pediment piece, stones and borders, the addition of windows, Snap-On façades, and a different trim, stone, or wood style.

Member Dambach suggested shifting one of the two parking spaces in the front of the site to the back which will allow for more green space in the front yard as well as differentiate the design.

Mr. Singer stated he would need to review the comment related to parking as it may affect the rear swale. He added that although the guest parking may limit the green space in the front there are ways to make it look nicer.

With consideration to the swale in the back, Mr. Dambach suggested there may be ways to make enhancements to the front such as better pavers, permeable pavers, and shorter entrances to the parking spaces by doing back-in parking to work around the vision clearance triangle

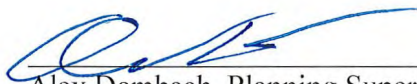
OTHER BUSINESS

Member Belle reminder DRC Members that comments for the Safe and Secure project are due as well as the comments for the Doc's Tattoo signage item.

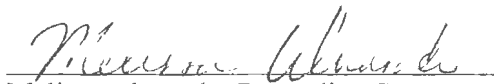
ADJOURNMENT

There being no further business, the meeting was adjourned at 10:27 A.M.

ATTEST:



Alex Dambach, Planning Supervisor,
Community & Economic Development Department



Melissa Alvarado, Recording Secretary