



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

MINUTES
DEVELOPMENT REVIEW COMMITTEE (DRC) MEETING
SEPTEMBER 8, 2022, 10:00 A.M.

The regular meeting of the Development Review Committee of the City of Oakland Park, Florida was called to order at 10:02 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. Written public comments (no more than 250 words) can be submitted for the record to: publiccomments@oaklandparkfl.gov by 4:00 p.m. the day before the meeting. In person attendance is also possible.

ROLL CALL

Regular Members:

- Patricia Fernandez, Plans Examiner/Inspector
- Chris French, Fire Inspector/Investigator
- Detective Chuck Howard, Broward Sheriff's Office
- Brynt Johnson, Director of Engineering & Building Services
- Chris Lips, Assistant Director of Public Works
- Albert "Skip" Margerum, Community Enhancement Manager
- Lauren Pruss, Assistant Director of Community & Economic Development
- Kevin Woodall, Code Enforcement Officer II

Also Present:

Melissa Alvarado, Recording Secretary

Absent:

Antwan Armalin, Public Works Manager
Lorrainia Belle, Senior Planner
Steven Tinsley, Assistant Director of
Community & Economic Development

1. Approval of Minutes

Minutes of August 8, 2022

Member Schwarz made a motion to approve the August 8, 2022 DRC meeting minutes.

Member French seconded the motion which prevailed by the following vote:

YES: Member Fernandez, Member French, Member Howard, Member Johnson, Member Lips, Member Margerum, Member Pruss, Member Schwarz, and Member Woodall

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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A comment submitted by Rob Taflinger was read into the record. Mr. Taflinger inquired about traffic flow and the impacts on vehicular and pedestrian traffic on NE 20th Avenue and NE 19th Avenue, Oakland Park Boulevard and Federal Highway.

ITEMS TO CONSIDER

1. Site Development Plan Review: Case #CD19-10Z “Savona Townhomes” Site Development Plan Amendment for the development of eight (8) townhomes at 4200 NE 7 Terrace. The amendment will require a variance for the required side yard setbacks.
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Member Pruss gave a description of the application and stated that the report shows that all disciplines have approved the project proposal except the Planning and Zoning Discipline. She stated that a variance would be required to be granted by the Board of Adjustment.

Member Pruss entertained a motion to approve the project subject to the condition of Board of Adjustment approval of a variance.

Member Woodall made a motion to approve the project subject to the condition of the Board of Adjustment approval of a variance.

Member Schwarz seconded the motion which prevailed by the following vote:

YES: Member Fernandez, Member French, Member Howard, Member Johnson, Member Lips, Member Margerum, Member Pruss, Member Schwarz, and Member Woodall

2. Site Development Plan Review: Case #CD2-12Z “Green Pines”
Site Development Plan Review for the Development of five (5) townhomes at 433 NW 40 Court

Member Pruss gave a description of the application and provided the following Planning and Zoning Comments:

1. The proposed project does not comply with the required front yard setback. The required setback is 30 feet and proposed is 25 feet.
2. The proposed side and rear setbacks comply with the requirements.
3. Provide information for zoning data related to landscaping and pervious area on the plan.
4. The proposed building height limit and the number of parking spaces comply the requirements.
5. Plan revisions will be need to be made to comply with the 23% minimum transparent window area requirement.

Building and Structural Comments

Member Pruss provided the following Building and Structural Comments:

1. The front setback should be the average of the front two setbacks of the two closest principle buildings on each side. This is calculated to be about 30 feet.
2. No fence, wall, hedge, tree, structure or parking space shall be erected within a 20-foot clear sight triangle for the entrance driveway. The parking space when you enter the property is in the sight triangles as well as the mailbox.
3. The parking calculations need to be revised and the garage parking counts towards the total.
4. Every front façade shall include a connecting walkway to the public right-of-way.
5. Provide the width in the garage from the electrical panel to the wall in the interior.
6. The garage door should not be on the same façade.
7. Provide the landscape area in square feet and as a percentage of the site.
8. All street front façades shall have a minimum of 23% transparent window area on the front elevation wall face.
9. The top window on the right is two windows. The frame cannot be included in the calculation.
10. The south elevation must have windows; All other street facing façades shall have a minimum of 15% transparent window area.
11. Label on the site plan the location of the fire hydrants.
12. Indicate architectural elements, windows, doorways, trim with materials and colors.
13. The exterior façade needs to incorporate more architectural features and elements.

14. Provide borders around the windows and doors as well as the width.
15. All new single-family, two-family, and townhouse residential units shall provide all necessary infrastructure for an electric vehicle ready space, for the resident to plug in one electric vehicle charging unit per residential unit, at the time of construction of the residential units to meet detailed criteria indicated in the report.
16. Provide mechanical equipment with footprint and dimensions and with setbacks from the property line.
17. Photometric plan needs to be provided.
18. There shall be no light glare from an adjacent private property into any exclusively residential lot. A reading of greater than 0.5 foot-candle, measured at ground level is the standard.
19. Provide location of the construction fencing and screening plan for building of new structures.
20. Applicant shall provide a summary of all changes in a comment response letter with the revised plans.
21. Cloud all changes/revisions on the plans sheet.

Engineering Comments

Member Johnson provided the following Engineering Comments:

1. Provide preliminary drainage calculations that include both water quality and water quantity calculations.
2. Engineering plans reference NGVD 29 datum, but the survey provided references NAVD 88 datum. Correct and verify that plans are provided in NAVD 88 datum.
3. Exfiltration trench shown appears to be DERM details typical of projects in Miami Dade County not a project in Broward County. Provide exfiltration trench detail based on site specific exfiltration testing and preliminary drainage calculations that comply with Broward County Storm Water Management standards.
4. Verify Broward County future condition elevation for average wet season. Ground water level is identified and incorporated into drainage calculations and design.
5. Indicated whether the roof drainage proposed to be connected to the drainage system.
6. Provide rear yard grading to verify that runoff will be maintained onsite.
7. Show and label 1-inch reduced pressure zone backflow preventers adjacent to proposed 1-inch water meters.
8. Irrigation plans show a 5/8 water meter for irrigation. Show this water meter on the water and sewer plan as well.

9. Label invert elevation of 8" x 6" wye connection to existing sewer main and provide invert elevations for proposed clean outs on service line to verify the new sewer depth is sufficient to service the new units.
10. Identify locations of existing fire hydrants serving this site and show distances that comply with NFPA.
11. Provide separate pavement markings and signage plan.

Fire Prevention Comments

Member French requested the applicant to show an inside turning radius of 30 feet with an outside turn radius of 50 feet on the plans. He added that an alternative would be the installation of an NFPA compliant sprinkler system.

Member Schwarz stated that wall articulation is required to prevent starkness of the façade.

Member Pruss commented that a minimum ampere service with 208 volts inside the garage.

Crime Prevention Through Environmental Design

Member Howard provided the following Crime Prevention Through Environmental Design comments:

1. Place address numbers on the doorways and above the garages.
2. The bank of mailboxes should be visible from the apartments and the roadway.
3. The address numbers of the building should be visible from the roadway.
4. Ensure there is a perimeter fence around the site during construction and include the proper "No Trespassing" signage.
5. Recommendation to install of a closed-circuit TV camera at the entrance.
6. Recommendation to have a BSO "No Trespassing" sign and affidavit on file.
7. Ensure there is a towing company on file to remove any illegally parked vehicles.
8. Recommendation for parking spaces to be numbered or assigned.
9. "No Parking" signs should be installed along the swales.

- 3. Site Development Plan Review: Case #CD18-03RZ- "O2"**
Site Plan Amendment to the approved site plan for a mixed-use project to be located at 3411 N Federal Highway in the Planned Redevelopment District

Member Pruss gave a description of the previous site plan approval and provided the following comments:

1. The height of the building is increased from 74 feet to 88 feet.

2. The residential tower has increased from six stories to seven stories.
3. The pool and rooftop amenities have been relocated.
4. The lobby has been relocated.
5. The outdoor seating has been amended.
6. The architectural elevation shows an increase in the number of balconies.
7. The parking garage layout has been redesigned and a mezzanine layout was added.
8. The façade was redesigned.
9. A monument sign was added at the north entrance.
10. The NE 20 entrances to the parking garage have been relocated.
11. The loading dock has been relocated.
12. The setback of the building has been changed.
13. The subject property has a Comprehensive Plan Future Land Use Map designation of Commercial. The proposed request is consistent with the Future Land Use Map designation.
14. The front, side, and rear setbacks are in compliance with the requirement.
15. Regarding the step back on NE 20 Avenue, the buildings in excess of eight stories or eighty feet shall provide a step back of 20 feet or greater at or below a height of 40 feet for the portion of the building abutting a residentially zoned district. 40 feet is required and 88 feet is proposed. There is no step back along NE 20 Avenue.
16. The landscape and pervious area of 30% is compliant.
17. The parking study required 357 parking spaces and there are only 325 spaces on site.
18. The density is in compliance with the requirement.

Building and Structural Comments

Member Pruss provided the following Building and Structural comments:

1. Regarding the site development data and proposed building, please use 165 as the number of dwelling units.
2. The parking requirement as a two bedroom or more requires two parking spaces.
3. Provide the parking requirement for the retail use.
4. Provide the bicycle parking rate in the Site Development Data.
5. Provide the motorcycle and scooter parking rate in the Site Development Data.
6. Provide the electric vehicle charging stations parking rate in the Site Development Data.
7. Provide adequate bike racks and sidewalk connectivity.
8. At least 25% of parking garage façade facing a residentially zoned district shall consist of green landscape walls. Please provide percentage.

9. Please provide a detail layout of each apartment type to show the dimensions (width and length). The layout needs to show the location of the kitchen, bathroom, and living room.
10. The proposed parking shows a reduction from that previously approved. Please demonstrate how the proposed parking changes comply with the shared parking study between Project O and Project O2.
11. Provide a new shadow study.
12. There is a palm tree in the site triangle of Northeast 20 Avenue and Northeast 33 Court.
13. Palm trees cannot exceed 10% of the tree requirement.
14. Cable trellis or a similar structure shall be used as a wall feature to support vegetation along any wall façade facing 20 Avenue or any other residentially zoned property.
15. Label the drop-off area for the ride share service.
16. Traffic Study as part of Concurrency Review- if applicable because project may affect level of service of affected streets otherwise use TRIPS Model in Concurrency Worksheet.
17. Provide an updated shared parking study.
18. A parking study may be submitted for review by the Development Review Committee for consideration and recommendation to the City Commission for a parking reduction.
19. Parking structure access from Northeast 20 Avenue shall only be permitted between the hours of 7:00 A.M. and 10:00 P.M.
20. Regarding the photometric plan, there should not be a reading of greater than 0.5 candle.
21. Design lighting to reinforce pedestrian comfort at the ground level on the north side
22. Signage facing residential area cannot be illuminated.
23. The monument sign along Federal Highway is located in the vision triangle.
24. Provide a summary of the Neighborhood Participation Meeting.
25. Provide a summary of all changes in a comment response letter with the revised plans.
26. Cloud all changes/revisions on the plan sheets.
27. Use the revision box on all sheets when revisions are made and provide all dates.

Fire Prevention

Member French provided the following Fire Prevention comments:

1. A sprinkler system, fire pump system, BDA, smoke evacuation system, fire alarm system will or may be required
2. Prior to going vertical, fire access roads must be capable of supporting 32 tons.
3. An SOS system and a knox key switch will be required for motorized gates.
4. Knox boxes will be required.

5. Approved signs or other approved notices shall be provided and maintained for fire department access roads.
6. Fire lanes shall be marked with freestanding signs that meet all the requirements indicated in the staff report.
7. Show water mains and hydrants on the site plan.
8. A fire hose shall not be laid across any street having a width of greater than 24' of pavement.
9. The hydrant must be in the backflow and the FDC within 50 feet of one another.
10. When installing a fire sprinkler system, a backflow shall be provided for each building.
11. Show fire line, backflow, and FDC for fire sprinkler system on civil drawings.
12. Indicate on the civil plans the point of service.
13. Indicate on the civil plans that all automatic fire sprinkler piping be installed by a certified contractor.

Solid Waste Comments:

Member Pruss provided the following Solid Waste comment:
Please indicate the Rear Loader Service Provider.

Building and Structural Comments

Member Fernandez provided the following Building and Structural comment:
Please provide parking space details.

The applicant stated that the height increase from 74 feet to 80 feet would be shown on the plans. Member Pruss concurred that a step back would not be required with the height reduction.

The applicant added that the amenities and the garage were dropped down by one floor due to the height reduction.

Member Pruss stated that staff would need to look at the previously approved shared parking study between the two projects once more information was provided.

Regarding the public comment on traffic impacts, the applicant stated that the head in parking along the side street would be eliminated in place of parallel parking and the project will have reduced traffic flow compared to the previous use.

OTHER BUSINESS

None


ADJOURNMENT

There being no further business, the meeting was adjourned at 10:50 A.M.

ATTEST:



Lauren Pruss, Assistant Director,
Community & Economic Development Department



Melissa Alvarado, Recording Secretary