



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

MINUTES
DEVELOPMENT REVIEW COMMITTEE (DRC) MEETING
OCTOBER 13, 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 5:00 p.m. the day before the meeting. In person attendance is also possible.

ROLL CALL

Regular Members:

- Antwan Armalin, Public Works Manager
- Chris French, Fire Inspector/Investigator
- Deputy Lauren Apollo, Broward Sheriff's Office
- 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
- Peter Schwarz, Director of Community & Economic Development

Also Present:

Melissa Alvarado, Recording Secretary

Absent:

Lorrainia Belle, Senior Planner
Patricia Fernandez, Plans Examiner/Inspector
Steven Tinsley, Assistant Director of
Community & Economic Development

1. Approval of Minutes

Minutes of September 8, 2022

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

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

YES: Member French, Member Apollo, 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.

None

ITEMS TO CONSIDER

3. Site Development Plan Review: Case #CD18-24Z “McDonald’s Drive Thru”: Site Development Plan Review and Conditional Use for a drive-thru restaurant to be located at 265 West Oakland Park Boulevard

Member Pruss stated that this item will be postponed to the following Development Review Committee Meeting.

4. Site Development Plan Review: Case #CD22-17Z “Mai Kai Restaurant”: Site Development Plan Review and a Certificate of Appropriateness (COA) for the Mai Kai Restaurant located at 3599 North Federal Highway

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

1. Any proposed architectural improvements or modifications must be reviewed and approved by the City’ Historic Preservation Board.
2. The project requires a Certificate of Appropriateness because exterior improvements are proposed to the principle building as well as the demolition to the Bora Bora Room.
3. Installation of synthetic thatching material is proposed over all the A-frame roofs.
4. Removal of landscaping along North Federal Highway.
5. Replacement of the wood entrance bridge.
6. Access and circulation improvements along North Federal Highway.
7. Installation of a silicone tan spray over the A-frame roofs.

8. Increase of the customer service area on the North and South sides of the main building as well as the interior of the main building.
9. Renovation of the kitchen area which will be converted into new event space.
10. Installation of parking features on site.
11. Removal of parking spaces.
12. Modifications to the Polynesian Gardens that will be cleaned, resealed, and upgraded.
13. Installation of the underground irrigation system.
14. A Certificate of Appropriateness is required for the roof work that has been conducted.

Member Pruss commented that a complete resubmittal will need to identify the full scope of work that is being proposed for the property. The applicant stated that a separate set of drawings has been created to address the thatching replacement and that the cut sheets and samples will be submitted. The applicant acknowledged that the DRC elevation plans need to be revised to reflect the current work on the site and the resubmittal will clarify this.

Member Schwarz stated that the Mai Kai is a nationally and locally designated historic resource and the code requires that any exterior changes need a Certificate of Appropriateness. He added that the goal of the City is to collaborate with the applicant to maintain the value and importance of the Mai Kai with respect to the City code as it pertains to the exterior improvements of the Mai Kai property.

Bill Fuller, managing partner of the Mai Kai, acknowledged the City's expectations and requested a set of parameters that are acceptable to the City.

Member Pruss provided the following Historic Preservation comments:

1. Recommendation of demolition of the Bora Bora Room based on submittal of a structural assessment.
2. The Tiki structures are considered contributing site features to the National Register Nomination and should be maintained.
3. A complete resubmittal is required to show all the work that has been done to the property and all the proposed work to be done to the property.
4. The existing monument sign is to remain.
5. Member Schwarz recommended the applicant to contemplate the proposed changes for review.
6. The landscape plans are incomplete. Any work done to the walkways and bridges needs to be identified on the landscape plans.
7. The plans need to reflect the work that has been done to the A-frame roof structure.

Engineering Comments

Member Pruss provided the following Engineering comments:

1. Provide an itemized response letter with resubmittal.
2. Provide preliminary drainage calculations.
3. Provide FDOT pre-application letter for driveway.
4. Civil plans to note what datum is being used. Confirm and add notes that they are in NAVD88 datum.
5. Confirm whether this is a substantial improvement that requires the building to be flood proofed to BFE + 1' (elevation 7.0).
6. Provide accessible route from the building to the public sidewalk on Federal Highway where there is public transportation.
7. Show location of existing water service along with size of existing water meter, bfp, and water service line.
8. Note the size of the existing fire ddcv, fire line, and location of FDC.
9. Provide conceptual pavement markings and signage plan.

Fire Prevention Comments

Member French provided the following Fire Prevention comments:

1. Provide manufacturer cut sheets for palm leaf thatch with fire ratings.
2. Note whether or not the existing palm thatch will be retreated with retardant.
3. Location of hydrants north – 232', south – 237' on Federal from the FDC. Oakland Park water standard states that a fire hydrant shall be located within 50 feet of the Fire Department connection.

Landscaping Comments

Member Woodall provided the following Landscaping comments:

1. Submit landscape plans for DRC review.
2. The development standards apply to all new construction and to developed parcels when an addition or remodeling the cost of which exceeds 25% of the assessed value.
3. 30% of the site must be open space. Open space includes all areas on the site not covered by structures. A minimum of 50% of the required open space shall be landscaping.

4. A minimum of 35 feet with landscape screening, buffering and architectural fenestration shall be maintained along NE 20 Avenue to buffer existing residents from mixed use activities.
5. A site plan shall be reviewed and demonstrate adequate access, circulation, channelization, landscaping and buffers.
6. A landscaped setback of 10 feet from any public right-of-ways is required with the site plan.
7. A six-foot wall at the property line abutting any residential property with a landscaped setback of 15 feet inside the wall is required with the site plan.
8. A five-foot landscaped setback from any property line abutting nonresidential property is required with the site plan.
9. Regarding site coverage and green space, 25% of the site shall be landscaped and pervious.

Member Pruss suggested that the applicant identify the areas that are not feasible to comply with and that Staff would evaluate them with respect to the City code.

She added that a parking analysis needs to be included to show the existing customer service area, the new customer service area, and to demonstrate how the parking deficiencies will be addressed through ride share and valet services.

Crime Prevention Through Environmental Design

Member Apollo provided the following Crime Prevention Through Environmental Design comment:

1. Recommend installation of CCTV camera system and provide diagram of the proposed CCTV system.

OTHER BUSINESS

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:15 A.M.

ATTEST:



Lauren Pruss, Assistant Director,
Community & Economic Development Department



Melissa Alvarado, Recording Secretary