



January 20<sup>th</sup>, 2025

Planning & Zoning Board  
City of Pompano Beach  
100 West Atlantic Boulevard, Dept. 1510  
Pompano Beach, Florida 33060

RE: Major Administrative Adjustment for PZ# 24-12000027 Vera Site Plan ([494212000070](#))

Dear Members of the Planning & Zoning Board,

PLANW3ST is representing applicant 1600 FEDERAL LLC in pursuit of site plan, adjustment, and plat approvals for the above-referenced property. The property is 102,519.00 sq. ft. (2.35 acres), located on the east side of North Federal Highway, approximately 350 feet south of East McNab Road within the City of Pompano Beach (refer to **EXHIBIT A** included with this narrative). The property currently houses a 60,097 sq. ft. office building and a 3,250 sq. ft. credit union that will both remain. The applicant intends to redevelop the property into a mixed-use development with 132 new multi-family residential units and 3,650 sq. ft. of new retail. The total development will consist of 132 multifamily residential units with 66,997 sq. ft. of commercial space.

The property is not platted, but is going through that process concurrently with the site and adjustment applications. The Zoning Designation is B-3 General Business District, which allows multi-family and commercial uses, and the Land Use Designation is C Commercial, which allows both commercial uses and residential uses via City Commission allocation of “flexibility units”. This project, located on a parcel on US-1, will be utilizing Broward County Affordable Housing Density Bonus Policy 2.16.4, thus no allocation of flex units is required for the project.

The above-referenced Site Plan application has been reviewed several times and finally passed the Development Review Committee. Comments have been addressed and resolved with each discipline reviewer, though one outstanding comment related to parking is addressed solely with the approval of a Major Administrative Adjustment. We would like to take the opportunity to justify the need for a 12.54% Major Administrative Adjustment in accordance with code sections 155.2421.E [Administrative Adjustment Review Standards] and table 155.2421.B.1 (table excerpt below).

<b>TABLE 155.2421.B.1: ALLOWABLE ADMINISTRATIVE ADJUSTMENTS</b>	
Standard	Maximum Allowable Extent of Adjustment
	Major Administrative Adjustment (AOD, TO, CRAO, and Non-Residential Districts)
Minimum or maximum number of off-street parking or loading spaces	40%

**ZONING comment 6** states, “The site circulation does not support the proposed location of the shared parking spaces. Per the Director’s review, we cannot support the current shared parking

proposal. A revised proposal outlining how parking will be provided for the site will need to be submitted for further consideration.

- a. After further review with the Director, your proposal to reduce the number of parking spaces still raises concerns. In addition to the other parking reduction request, please specify the code section to reduce the number by 16 spaces. To aid you in your request, designating the parking spaces specifically for residential units may help justify the approval of your parking reduction request.”

The table below shows the parking breakdown for the overall development. Please also refer to sheet A-005 Parking Program and sheet A-006 Section GFA Table & Use Matrix, which are included with this submittal.

Use Area / # of Units		Parking Requirement	# Parking Spaces	
132 Units	99,015 sq. ft. (2BR or less)	1/1,000 sq. ft.	122	Ratio of 1.08 spaces per unit
	10 3-Beds	2/Unit	20	
3,650 SF Retail		1/300 SF	23	
3,250 Bank (ex.)				
60,097 SF Office (ex.)		1/400 SF	151	
Guest Parking		1/5 DU	27	
Total Required			343	
Reductions				
Transit Accessibility (155.5102.K.1, 15%)			-51	
Special Facilities for Bicycle Commuters (155.5102.K.3, 5%)			-17	
Other Eligible Alternatives (155.5102.K.4, 10%)			-34	
Total Parking Required with Reductions			241	
Provided Parking (12.54%)			300	

It is important to note that the project will be located less than 500 feet of 3 bus or rapid transit stops. This is a parking reduction strategy recognized by code section 155.5102.K.1, which authorizes up to 15% parking reduction if implemented. The location of this project in relation to not just one, but 3 bus stops, provides accessibility to alternative transportation and further enhances the proposed mixed-use and mixed income development.

### **155.5102. OFF-STREET PARKING AND LOADING**

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#### **K. Reduced Parking Requirements for Parking Demand Reduction Strategies**

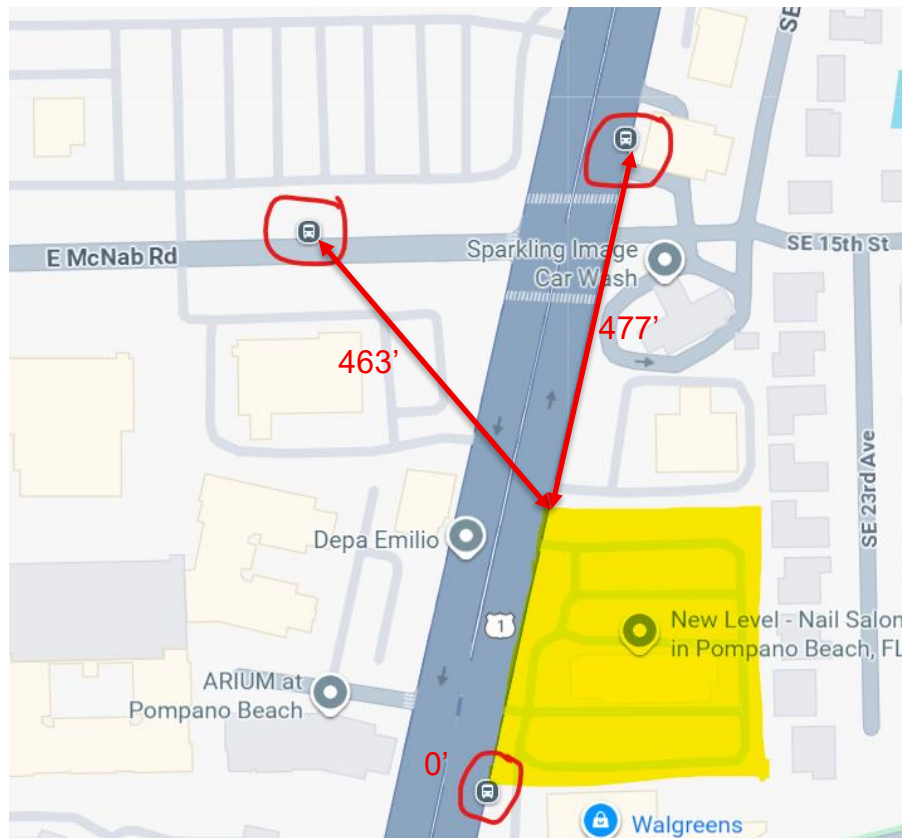
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##### **1. Transit Accessibility**

The Development Services Director may authorize up to a 15 percent reduction in the minimum number of off-street parking spaces required by [Table 155.5102.D.1, Minimum Number of Off-Street Parking Spaces](#), for uses located within 1,000 feet of a bus or rapid transit stop.

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Please refer to the image below showing the location and distance of said stops (courtesy of Google Maps).



The proposed project provides an enclosed bicycle room, showers, and changing rooms for employees and bicycle commuters, in accordance with code section 155.5102.K.3.

#### **155.5102. OFF-STREET PARKING AND LOADING**

##### **... K. Reduced Parking Requirements for Parking Demand Reduction Strategies ...**

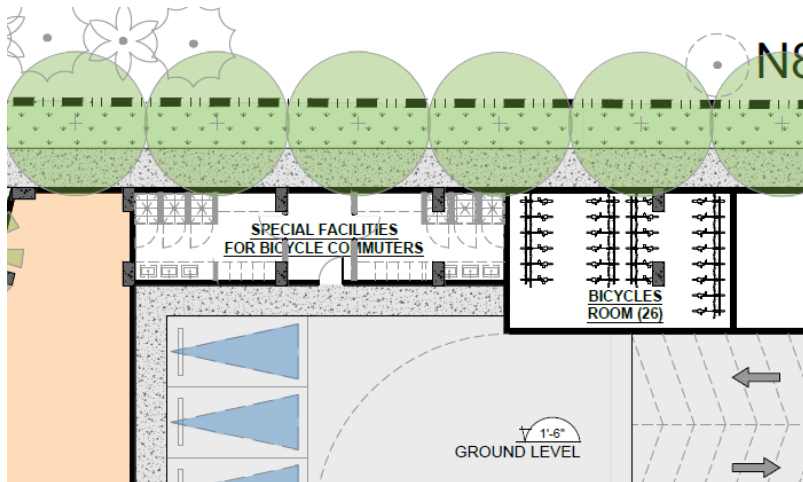
##### **3. Special Facilities for Bicycle Commuters**

The Development Services Director may authorize up to a five percent reduction in the minimum number of off-street parking spaces required by [Table 155.5102.D.1](#), Minimum Number of Off-Street Parking Spaces, for developments that provides both of the following:

- a. Enclosed (indoor or locker) and secure bicycle parking spaces equal to at least five percent of the number of vehicle parking spaces provided; and
- b. Shower and dressing areas for employees.

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Please refer to sheet A-080 Site Plan for the location of these spaces. A screenshot is also provided below.



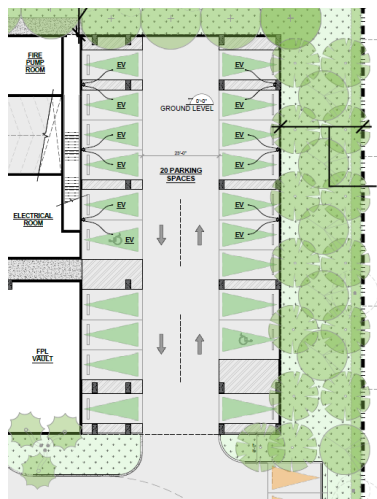
#### 155.5102. OFF-STREET PARKING AND LOADING

##### K. Reduced Parking Requirements for Parking Demand Reduction Strategies

##### 4. Other Eligible Alternatives

The Development Services Director may authorize up to a ten percent reduction in the minimum number of off-street parking spaces required by [Table 155.5102.D.1, Minimum Number of Off-Street Parking Spaces](#), in exchange for any other strategy that an applicant demonstrates will effectively reduce parking demand on the site of the subject development, provided the applicant also demonstrates that the proposed development plan will do at least as good a job in protecting surrounding neighborhoods, maintaining traffic-circulation patterns, and promoting quality urban design as would strict compliance with the otherwise applicable off-street parking standards.

In addition to the features above, the project proposes several Electric Vehicle (EV) charging spaces as shown below, as well as renovation of the existing office building to dedicate one entire floor (equivalent of approximately 5,000 sq. ft.) of coworking space for residents. This allows for 12 office parking spaces to be used by residents.



Towne Park, a national valet and parking company, posted an article in January of this year entitled “Five Years Removed: The Ripple Effects of the Pandemic on Parking”. This article reported on the pandemic’s impact on parking trends, confirming that the current shift toward hybrid and work-from-home employment has “significantly reduced the demand for commuter parking, particularly in urban business districts.” Occupancy rates for office space in major cities range from 22.4% (Chicago) to 37% (San Francisco). These significant reductions in occupancy demand we look at parking and parking demand differently for new development, as well as question how long this trend will continue—or if it will continue at all. [Source: <https://www.townepark.com/pandemic-impact-parking/#:~:text=The%20COVID%2D19%20pandemic%20has,preferences%20regarding%20transportation%20and%20mobility.>]

According to a January 2025 article posted on census.gov entitled “New U.S. Census Bureau Data Show Detailed Characteristics of Home-Based Workers”, the remote workforce has more than doubled what it was before the pandemic. It also states that this type of employment is so commonly reported, that the American Community Survey (ACS) has been updated to include a “work from home” category. How commonly reported is it, you ask? So common that in 2019, approximately 9 million people worked from home in the US, yet, by 2023 that number was over 22 million---a jump more than 2.5 times! [Source: <https://www.census.gov/library/stories/2025/01/work-from-home-inequalities.html#:~:text=In%202023%2C%2013.8%25%20of%20U.S.,to%20more%20than%2022%20million.>]

So, will this trend continue? An article posted by the Stanford Institute for Economic Policy Research in March of this year, indicates that remote work is here to stay. According to the article, new findings show that many companies are standing firm on their hybrid or fully-remote work policies. The surprising fact is that, at least for the next 12 months, they don’t intend to change their stance on this. Only 12% of executives surveyed who currently have hybrid or fully-remote workers reported plans for some kind of return-to-office mandate in the year ahead (not in a full-time capacity). This new shift in employment, initially driven by the COVID Pandemic, will not be eliminated in the work force. In December of last year, the Survey of Working Arrangements and Attitudes indicated that only 44 percent of people would comply with a return-to-work mandate with the rest stating they would quit or start looking for a new job. This article concludes, “Whatever happens in the U.S. economy over the next year, we think working from home is here to stay”. [Source: <https://news.stanford.edu/stories/2025/03/return-to-office-not-everybody-is-doing-it>]

We understand that a Major Administrative Adjustment shall only be approved on a finding that there is competent substantial evidence in the record that the limitations in [Table 155.2421.B.1](#), Allowable Administrative Adjustments, are met and we believe we meet them as follows:

a. Achieves the intent of the subject standard to the same or a higher degree than the subject standard;

*With the provision of bicycle commuter facilities, EV charging spaces, accessibility to 3 nearby bus stops, and reservation of coworking space within the existing office building, the project accommodates at least the same degree of parking demand. In addition, and as justified by the Parking Reduction Statement prepared by traffic engineering firm KBP Consulting, Inc., office and guest parking uses do not generate the same parking that the city zoning code requires. The statement includes office space parking calculations based on the Institute of Transportation Engineers (ITE) Parking Generation Manual (6th*

Edition), and guest parking calculations based on *Shared Parking (Third Edition)*, a manual published by the Urban Land Institute (ULI). According to this statement, parking demand is calculated for office space at 1.95 parked vehicles per 1,000 square feet of gross floor area, and parking demand for guests are calculated at 0.15 spaces per dwelling unit at peak time. The office space generates 117 parking spaces, and guest parking demand is approximately 20 spaces. These calculations are 77% and 74% of code requirement, respectively.

Office space has changed in recent years, specifically after 2020. The ITE Parking Generation Manual recognizes several impacts on parking demand as a direct consequence of the COVID-19 Pandemic. One such impact is the “[i]ncreased capabilities of virtual communications, in terms of advancements in information technology and tools available to the public at large (for facilitating activities like remote work schedules and home entertainment).” In short, office space does not generate the parking that it used to, specifically going back to 2013 when the City amended its Zoning Code. Furthermore, KBP observed that mid-morning during a weekday, the existing office space and bank did not generate anywhere near the parking the site currently provides (even with over 80% occupancy).

Regarding guest parking spaces, the ULI Shared Parking manual shows a difference in demand between peak days (weekends) and non-peak days (weekdays). This manual’s parking ratios represent various land uses that often have shared parking situations—such as guest spaces. Please refer to attachment D from KBP’s Parking Reduction Statement. In this calculation, the number of bedrooms make no difference in guest parking demand—neither for peak nor non-peak days.

Land use	Weekday (parking spaces/unit land use)		Weekend (parking spaces/unit land use)		Peak ratio	Units	Source
	Visitors	Employees	Visitors	Employees			
Hotel-business	1.00	0.15	1.00	0.15	1.15	key	2,3
Hotel-leisure	1.00	0.15	1.00	0.15	1.15	key	2,3
Restaurant/lounge	6.67	1.20	7.67	1.33	9.00	ksf GLA	2,3
Meeting/banquet (0–20 sq ft/key)	scaled from 0 to 30	scaled from 0 to 2.0	scaled from 0 to 20	scaled from 0 to 2.0	scaled from 0 to 32	ksf GLA	2,3
Meeting/banquet (20–50 sq ft/key)	scaled from 30 to 20	scaled from 2 to 1.5	scaled from 20 to 10	scaled from 2 to 1.5	scaled from 32 to 21.5	ksf GLA	2,3
Meeting/banquet (50–100 sq ft/key)	scaled from 20 to 10	scaled from 1.5 to 1.0	scaled from 10 to 5.5	scaled from 1.5 to 1.0	scaled from 21.5 to 11.1	ksf GLA	2,3
Convention (100–200 sq ft/key)	scaled from 10 to 5.5	scaled from 1 to 0.5	5.50	scaled from 1 to 0.5	scaled from 11.1 to 6	ksf GLA	2,3
Convention (>200 sq ft/key)	use convention center but adjust for captive on site						2,3
<b>Residential</b>							
Studio efficiency	0.10	0.85	0.15	0.85	1.00	unit	2,3
1 bedroom	0.10	0.90	0.15	0.90	1.05	unit	2,3
2 bedrooms	0.10	1.65	0.15	1.65	1.80	unit	2,3
3+ bedrooms	0.10	2.50	0.15	2.50	2.65	unit	2,3

b. Is consistent with the comprehensive plan and advances the goals of this Code to the same or a higher degree than the subject standard;

*The property is located within the C Commercial Land Use designation of the City's adopted Future Land Use Map. According to the City's adopted Comprehensive Plan, retail and business uses are permitted in the C Commercial Land Use designation. Residential use is permitted via Broward County Policy 2.16.4. This request is also consistent with the following policies of the adopted Comprehensive Plan:*

***Policy 01.04.02*** *The City of Pompano Beach shall amend its land development regulations to reduce parking requirements for residential and commercial uses along major corridors where it can be shown that pedestrian and transit amenities are provided, shared parking is provided, or sufficient public parking is nearby.*

***Policy 01.07.05*** *Through ongoing updates to the land development regulations revise the existing off-street parking provisions of the zoning code considering, shared parking, parking space size, compact spaces, parking rates by uses, etc.*

***Policy 01.07.09*** *Through ongoing updates to the land development regulations revise parking codes and design criteria to include incentives for mass transit use and other transportation alternatives that don't require parking spaces.*

***Policy 01.07.10*** *Through ongoing updates to the land development regulations revise parking codes to allow for parking space credit for onsite accommodation for transportation options that do not require parking.*

*As indicated under the prior standard and justified by the 3 articles presented, the provision of bicycle commuter facilities, EV charging spaces, accessibility to 3 nearby bus stops, and reservation of coworking space within the existing office building, the project accommodates at least the same degree of parking demand.*

- c. Imposes no greater impacts on adjacent lands than would occur through compliance with the specific requirements of this Code; and

*This adjustment does not pose a greater impact on adjacent lands than that through compliance with the parking code. Provision of bicycle commuter facilities and accessibility to 3 nearby bus stops (one directly in front of the development) actually encourages use of alternative transportation. Further, as shown in both the provided traffic engineer's Parking Reduction Statement, as well as in the ITE Parking Generation Manual, parking demand has been greatly reduced in the last 5 years with the rise of hybrid and work-from-home employment opportunities. All strategies proposed further reduce the demand on utilizing a vehicle for transportation and, consequently, parking.*

- d. Provides one or more of the following public benefits to an extent sufficient to compensate for the requested modification of standards:

- i. Deed-restricted workforce and/or affordable housing;

*This mixed-income development is located on a parcel on US-1, which will be utilizing Broward County Affordable Housing Density Bonus Policy 2.16.4. This policy permits mixed-use developments less than 5 acres with more than 50% ground floor commercial space, a density bonus of 6 units for every 1 moderate income unit. We are providing 20 moderate-income units allocated within the building that will be deed-restricted.*

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iii. Preservation of protected trees in addition to that required by this Code's tree preservation standards;

*The design is preserving about 28 trees that are existing, while adding 33 mitigation trees. Per the zoning district, this site requires a minimum of 35 trees whereas we are providing a total of 108. In addition, we are providing 93 native trees, whereas only 17 are required by code.*

iv. Protection against flood damage in addition to that required by the floodplain management requirements in [Chapter 152](#) (Buildings) of the Code of Ordinances;

*The crown of the road is +/-4.50 NAVD in this location and Base Flood Elevation is 7. The new residential portion of the building is elevated to 8.40 NAVD, which is 1.4 feet higher than Base Flood. The civil and architectural plans also specify that the commercial space be flood proofed to 8.00 NAVD which has a FFE of 6.40 NAVD.*

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Thank you for your consideration. If you believe we have adequately and satisfactorily justified the need for this adjustment, please indicate so. The applicant is eager to move forward with the issuance of a Development Order for the property.

Please do not hesitate to contact me with any questions.



Paola A. West, AICP, ISA-CA  
President, Land Planner



## EXHIBIT A



Parcel Id:	<a href="#">494212000070</a>
Owner:	1600 FEDERAL LLC
Situs Address:	1600 S FEDERAL HWY POMPAN0 BEACH FL 330627500
Legal:	12-49-42 COMM AT NE COR OF SEC 12,SLY ALG E/L OF SEC 12 FOR 335.97 TO POB,CONT SLY FOR 335.97, WLY 347.09 TO E R/W/L OF US #1,ELY ALG SAME FOR 346.24,

**PZB**

 PZ25- 16500003  
 2/25/2026