



Staff Report

File #: LN-868

DEVELOPMENT REVIEW COMMITTEE

Meeting Date: APRIL 15, 2026

DOWNTOWN POMPANO CITY HALL

Request: Major Site Plan
P&Z# 26-12000002
Owner: Pompano Beach Community
 Redevelopment Agency & City of Pompano Beach
Project Location: The intersection of N. Dixie Hwy and W. Atlantic Blvd.
Folio Number: 484235200050, 484235200051, 484235200010, 484235200020, 484235200030, 484235200042, 484235200208, 484235080310, 484235080312, 484235001160, 484235200207, 484235200070
Land Use Designation: DPTOC (Downtown Pompano Transit Oriented Corridor)
Zoning District: TO-DPOD (Transit Oriented Downtown Pompano Beach Overlay District)
Commission District: 4 (Beverly Perkins)
Agent: Joselyn Aldas
Project Planner: Max Wemyss (max.wemyss@copbfl.com/ 954-786-4671)

Summary:

The City is requesting Major Site Plan and Building Design approval to construct a New City Hall on City Property located on the northwest corner of the intersection of Atlantic Boulevard and Dixie Highway. The site includes the City Hall and Commission Chambers Building, a Plaza, as well as a Parking Garage that will accommodate public parking as well as the needs of the City Hall Building. Concurrently, we are processing and reviewing applications for Plats, as well as a Site Plan Infrastructure (roadway/utility) Improvements relative to this site and project.

Development Review Committee Member	Status as of 4/8/2026
Planning	Pending Development Order
Zoning	Pending Development Order
Urban Forestry	Pending Development Order
Fire Prevention	Resubmittal Required*
Engineering	Resubmittal Required*
Utilities	Resubmittal Required*
BSO	Status not yet available*
Building	Pending Development Order

*Based on 3/11/26 Submission. Applicant may present resolution at 4/15/26 DRC Meeting.

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Staff Conditions:

Please find all DRC Comments in the attached consolidated report.

Plan Review - Review Comments Report

Project Name: **PZ26-1200002**

Workflow Started: **2/19/2026 10:14:19 AM**

Report Generated: **04/08/2026 05:35 PM**

REVIEW COMMENTS						
REF #	CYCLE	REVIEWED BY	TYPE	FILENAME	DISCUSSION	STATUS
1	1	FIRE DEPARTMENT Jim Galloway 3/23/26 4:34 PM	Changemark Fire Apparatus Specs Please use the fire apparatus specs for Pompano Beach Fire Apparatus. This information is located on the City Webpage/fire dept/fire prevention.	306-FA-101-FIRE ACCESS PLAN.pdf	Reviewer Response: Jim Galloway - 3/25/26 9:11 AM Must show travel paths of tires and front and rear bumpers.	Unresolved
2	1	UTILITIES Nathaniel Watson 3/24/26 6:55 PM	Comment 1.Additional comments may be forthcoming contingent upon future submittals to the PAM and/or DRC review process.			Info Only
3	1	UTILITIES Nathaniel Watson 3/24/26 6:55 PM	Comment 2.Submit a (BCEPMGD) Broward County Environmental Protection and Growth Management Division Surface Water Management permit or exemption for the proposed on and off-site drainage shown on civil engineering drawings 407-Cp-101 Paving, Grading & Drainage. Required during bldg. e-plan submittal.			Condition
4	1	UTILITIES Nathaniel Watson 3/24/26 6:55 PM	Comment 3.Submit a (FDEP) Florida Department of Environmental Protection NPDES General Permit and/or (NOI) Notice of Intent for the proposed stormwater discharge from the proposed site construction activities. Required during bldg. e-plan submittal. Required during bldg. e-plan submittal.			Condition
5	1	UTILITIES Nathaniel Watson 3/24/26 6:56 PM	Comment 4.Submit a (FDEP) Florida Department of Environmental Protection General Permit or exemption for Construction of Water Main Extensions from the proposed site construction activities. Required during bldg. e-plan submittal.			Condition
6	1	UTILITIES Nathaniel Watson 3/24/26 6:56 PM	Comment 5.Submit a Broward County Wastewater Collection permit or exemption for the proposed collection system extension. Required during bldg. e-plan submittal.			Condition
7	1	UTILITIES Nathaniel Watson 3/24/26 6:57 PM	Comment 6. Civil plan 407-CP-101 Paving, Grading & Drainage proposes the relocation of an existing 24-inch stormwater transmission main through a tiered landscape area with trees, and a series of retaining walls. A stormwater manhole is also shown in the subject area but appears inaccessible due to its location and the aforementioned obstacles. Please show a new manhole off-site, adjacent to Atlantic Blvd. and west of the existing off-site stormwater manhole, with the new manhole cored into the existing off-site stormwater manhole. Propose the stormwater main through the easement area along the west side of the property, traversing through the paved loading service area approach.			Unresolved



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8	1	UTILITIES Nathaniel Watson 3/24/26 7:01 PM	Comment 7. Civil plan 410-CU-101-Water & Sewer proposes the relocation of two existing public fire hydrants along Dixie Hwy. Please show the southern hydrant's connection, abandoned, cut, and plugged at the main. Propose a new connection for the desired relocation. The northern hydrant may have spacing to cut back the hydrant leg and reattach it to the existing connection. Please design the hydrants so that they remain perpendicular to the main connection.			Unresolved
9	1	UTILITIES Nathaniel Watson 3/24/26 7:01 PM	Comment 8. Civil plan 410-CU-101-Water & Sewer proposes a sanitary sewer manhole with a point of service lateral clean out to aged infrastructure with no upgrade improvement. The infrastructure is within its typical lifespan and shows signs of failure.			Unresolved
10	1	UTILITIES Nathaniel Watson 3/24/26 7:02 PM	Comment 9. Please note that the water, sewer, and stormwater connections for the Downtown City Hall are dependent upon the approval, utility modeling, and site development of PZ26-1200001 Downtown Pompano Roadway and Infrastructure. Particularly as it relates to the off-site designation of the roadway. This designation directly corresponds to the ownership of the proposed utility infrastructure.			Condition
11	1	UTILITIES Nathaniel Watson 3/24/26 7:02 PM	Comment 10. Please note on Landscape plan 726-L511 Landscape Plan that, as per City Ordinance(s) §50.02(A)(4) and §100.35(G), street trees shall not be placed on top of or 5' of either side of any City-owned utility infrastructure. Also, please note that no trees, shrubbery, or obstruction shall be placed within a 3' radius of a City-owned sewer lateral cleanout or water &/or reuse meter.			Unresolved
12	1	UTILITIES Nathaniel Watson 3/24/26 7:02 PM	Comment 11. Please indicate the estimated daily water consumptive use of the development in (GPD) gallons per day on civil plan sheet 408-CU-101. Please reference all pertinent information to the stated estimation, demonstrating the validity of the calculation.			Unresolved
13	1	UTILITIES Nathaniel Watson 3/24/26 7:03 PM	Comment 12. Please indicate the estimated daily wastewater discharge of the development in (GPD) gallons per day on civil plan sheet 410-CU-101. Please reference all pertinent information to the stated estimation, demonstrating the validity of the calculation.			Unresolved



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14	1	UTILITIES Nathaniel Watson 3/24/26 7:03 PM	Comment 13. Please attach the following 2025 City Engineering details as they apply: 102-1 Valve Box Settings, 103-1 Gate or Valve Plug Settings, 106-1 Backflow Preventer, 106-2 Master Meter and Backflow Device, 106-3 Fire Meter and Backflow Device, 106-4 Meter Install Dimensions List, 107-1 Typical 1" Water Service, 107-2 Typical 2" Water Service, 108-1 Typical Conflict (Water) Detail, 109-1 Typical Fire Hydrant Installation, 115-1 Underground Valve Identification Marker, 118-1 Restrained Joint Information, 118-2 Restrained Joint Information, 118-3 Restrained Joint Information, 119-1 Water Pipe Identification, 120-1 Pipe and Marker Balls Location, 121-1 Min. Horizontal Separation for Potable water, 122-1 Utility Crossing, 122-2 Potable Water Supply Notes, 122-3 Potable Water Supply Notes, 200-1 Service Laterals with Risers, 210-3 Sewer Box and Cover Heavy Traffic, 315-1 Typical Screen For Utilities, 316-1 Required Tree Locations.			Unresolved
15	1	UTILITIES Nathaniel Watson 3/24/26 7:03 PM	Comment 14. Please note that proposed water metered services three inches and larger are not stock items and are subject to an order lead time. Regarding the construction schedule, please order the subject meters promptly to ensure timely installation. Order lead times can be up to 8 months.			Info Only
16	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 9:49 AM	Comment Submit/upload the (BCEPMGD) Broward County Environmental Protection and Growth Management Division Surface Water Management permit or exemption for any proposed paving and drainage shown on the civil engineering drawings.			Condition
17	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 9:50 AM	Comment Submit/upload the (FDEP) Florida Department of Environmental Protection NPDES General Permit for the proposed stormwater discharge from the proposed site construction activities.			Condition
18	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 9:50 AM	Comment Submit/upload the (FDEP) Florida Department of Environmental Protection (NOI) Notice of Intent for the proposed stormwater discharge from the proposed site construction activities.			Condition
19	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 9:50 AM	Comment The City Utilities Division must approve these plans before the Citys Engineering Division can. The City Planning and Zoning Division must approve these plans before the Citys Engineering Division can.			Unresolved
20	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 10:08 AM	Comment On the PGD plan sheet you have on-site drainage connecting to off-site? Are the roads going to become city right-of-way then that will not be permitted. Unless approved by utilities.			Unresolved



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21	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 10:10 AM	Comment Note on all drainage plans that the off-site drainage pipe needs to be RCP or ADS HP Storm. No N12 permitted in R/W. The note you have is missing RCP or ADS HP Storm			Unresolved
22	1	ENGINEERING DEPARTMENT David McGirr 3/25/26 10:25 AM	Comment PLEASE PROVIDE A NARRATIVE RESPONSE TO THESE REVIEW COMMENTS (IF APPLICABLE) TO DEMONSTRATE UNDERSTANDING AND INTENT TO ADDRESS THEM, SEE MARKUPS (IF REFERENCED), AND CLEARLY SHOW CHANGES ON PLANS USING CLOUDED DETAILS AND DELTA REVISION MARKS AS NECESSARY. **** Please note: the City Engineering Division may issue additional review comments throughout the remainder of the permitting process as the civil engineering plans for this project are finalized. ****			Condition
23	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:20 PM	Comment 1.Please correct height of Oak Street trees to be 24 tall overall. As per 155.3501.K.5.d correct street tree size to be at the time of planting, the shade tree shall be a minimum of 24 feet in height with 8 feet clear trunk.			Condition
24	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:20 PM	Comment 2.Can we segregate the tree survey only applying to the proposed scope of work and continue mitigation within this scope to minimize future mitigation management? Sheets 107, 108, & 104.			Condition
25	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:20 PM	Comment 3.Provide the dollar value only for trees within this scope and highlight on the disposition list so an accurate count can be made.			Condition
26	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:20 PM	Comment 4.Can we consider changing the proposed 3 Gumbo street trees to Tabebuia aureas?			Condition
27	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 5.As per 155.5204.E.1.b.i-iv; Mitigation is to be replacement trees above and beyond required plantings.			Condition
28	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 6.Provide VUA requirements as per 155.5203.D along the 3 small access drives. Nothing was noted along the West rear drive aisle/dumpster access road at 1:40 for a total of 3 trees. Change MTs to large canopy trees.			Condition



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29	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 7.Can we confirm the tentative job completion deadlines so that we can start securing pant material and the proposed heights to make the project close out seamless and complete?			Condition
30	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 8.As per 155.5203.B.5.a thru e: Provide a scaled Irrigation Plan illustrating a rust free, automatic underground irrigation system installed in accordance with requirements of the Building Code, include a rain-sensing cutoff device, providing 100% coverage with 50% overlap, and reuse water wherever practicable and available.			Condition
31	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 9.Bubblers will be provided for all new and relocated trees and palms.			Condition
32	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:21 PM	Comment 10.Correct planting detail to reflect the planting hole be 2 3 times the size of the root ball to more closely mirror industry best management practices on Sheet L951.			Condition
33	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:22 PM	Comment 11.Provide a mechanical equipment screening detail.			Condition
34	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:22 PM	Comment 12.Please note that plant spacing shall supersede plant quantity to fill the bed for shrubs and groundcovers.			Condition
35	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:22 PM	Comment 13.Please note on the detail page to remove the wire basket halfway down the root ball if trees are B&B			Condition
36	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:22 PM	Comment 14.Please provide a detailed comment response sheet as to specifically how comments have been addressed at time of resubmittal.			Condition
37	1	LANDSCAPE REVIEW Wade Collum 3/30/26 3:22 PM	Comment 15.Additional comments may be rendered at the time of resubmittal / permit submittal			Condition
38	1	PLANNING Max Wemyss 4/8/26 4:28 PM	Comment Plat must be recorded prior to vertical building permit issuance.			Condition



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39	1	PLANNING Max Wemyss 4/8/26 4:29 PM	Comment The necessary roadways that conflict with the limits of the site as shown on the survey must be abandoned prior to building permit issuance.			Condition
40	1	PLANNING Max Wemyss 4/8/26 4:29 PM	Comment New roadways/points of connection to the site must be permitted and constructed prior to Certificate of Occupancy issuance for the new building.			Condition
41	1	PLANNING Max Wemyss 4/8/26 4:30 PM	Comment Planning comments otherwise mirror Plat comments provided.			Info Only
42	1	ZONING Max Wemyss 4/8/26 4:31 PM	Comment TO/DPOD - Regulating Plan Review - Core Sub-Area - MO & MUR Use-Area (PPA Obtained for Residential Requirement) - Density: Residential Optional - Min 36 Dwelling Units Per Acre (PPA Obtained for Density Minimum Required) - Height: Up to 105 feet permitted - Streets: Fronting on Atlantic and Dixie Hwy (Primary Street), with internal tertiary streets which can be modified so long as circulation is maintained. - Building Typology: Tower/Flex (PPA Obtained to permit pedestal to exceed 6 stories re: Garage) **The proposed development is compliant with the required regulating plans of the TO/DPOD			Info Only
43	1	ZONING Max Wemyss 4/8/26 4:32 PM	Comment Lot Standards: Complies with all lot standards (width, depth, area, impervious, pervious) Setbacks: Interior: 0 min, no max - west property line (south of roadway) AND north property line. both comply. Front/Street Side: 0 min, 20 max, with 90% building within build-to zone - east property line, south property line, west property line (along roadway). - East property line (along Dixie Hwy): exempted by PPA. - South property line (along Atlantic): label setback on site plan. Setback exceeds the maximum and 90% of building is not provided within the build-to zone. Public Purpose Adjustment is necessary to accommodate this request. - West property line (along roadway): Setback exceeds the maximum and 90% of building is not provided within the build-to zone. Public Purpose Adjustment is necessary to accommodate this request.			Unresolved



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44	1	ZONING Max Wemyss 4/8/26 4:32 PM	<p>Comment</p> <p>Uses:</p> <ul style="list-style-type: none"> - Government Administration w/ Assembly Space (Commission Chambers) - Parking <p>Use Related Standards:</p> <ul style="list-style-type: none"> - Parking Garage Design Standards 155.3501.I.2.c AND 155.5605.C <p>Note: shade structure covering a minimum of 60% of a rooftop parking deck is required. No vehicles parked within or on the roof of the deck or garage shall be visible from the street. All openings in the garage facade shall be treated with decorative screening or in a manner that creates the appearance of an active use area and conceals all internal elements such as plumbing pipes, fans, ducts and lighting. A buffer landscaping is required along the north elevation of the garage structure. It is understood that a public purpose adjustment will be requested to satisfy this requirement.</p>			Unresolved
45	1	ZONING Max Wemyss 4/8/26 4:34 PM	<p>Comment</p> <p>Access/Circulation/Parking/Loading</p> <ul style="list-style-type: none"> - Stacking: For a garage providing more than 500 spaces: 100 feet + 15 feet for every additional 50 spaces beyond 500 - Stacking lane distance is measured from the intersection of the driveway with the street right-of-way, along the centerline of the stacking lane, to its intersection with the centerline of the first entrance into a parking area or other internal intersecting driveway. It is understood that a public purpose adjustment will be provided to satisfy this requirement. 			Unresolved
46	1	ZONING Max Wemyss 4/8/26 4:50 PM	<p>Comment</p> <p>Screening/Fences/Walls</p> <ul style="list-style-type: none"> - Screening wall around service yard is 9 feet, where 6 feet is permitted. It is understood that a Public Purpose Adjustment will be submitted to satisfy this requirement. 			Unresolved
47	1	ZONING Max Wemyss 4/8/26 5:04 PM	<p>Comment</p> <p>Photometric Plan requires illumination levels in drive aisles. Note that the minimum illumination required for the drive aisles is 1 foot-candle.</p>			Unresolved
48	1	ZONING Max Wemyss 4/8/26 5:10 PM	<p>Comment</p> <p>All other zoning comments from the Pre-Application Review have been satisfied. "Pending Development Order" status is provided now with the assumption that any remaining conflicts can be resolved with a Public Purpose Adjustment. Please submit for staff review.</p>			Info Only

