

April 10, 2026

City of Pompano Beach  
100 W. Atlantic Blvd  
Pompano Beach, FL 3300

**RE: Downtown Pompano – City Hall**  
**Project #: 26-1200002**  
**KEITH Project No.: K15083.00**

Dear City of Pompano Beach Reviewers:

Based on your Development Review comments date April 3, 2026, KEITH and the project team offer the following responses to your comments/questions:

**FIRE DEPARTMENT**

Jim Galloway | [Jim.Galloway@copbfl.com](mailto:Jim.Galloway@copbfl.com)

Status: Resubmittal Required

1. Please use the fire apparatus specs for Pompano Beach Fire Apparatus. This information is located on the City Webpage/fire dept/fire prevention. Must show travel paths of tires and front and rear bumpers.

**RESPONSE: See updated Fire Access Plan Sheet FA-101 using the Pompano Beach fire apparatus for the vehicle analysis.**

**UTILITIES DEPARTMENT**

Nathaniel Watson | [Nathaniel.Watson@copbfl.com](mailto:Nathaniel.Watson@copbfl.com)

Status: Resubmittal Required

1. Additional comments may be forthcoming contingent upon future submittals to the PAM and/or DRC review process.

**RESPONSE: Acknowledged**

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.

**RESPONSE: Acknowledged. BCEPMGD's approval will be provided during building permitting.**

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.

**RESPONSE: Acknowledged. FDEP NPDES General Permit and/or (NOI) Notice of Intent will be provided during building permitting.**

4. Submit a (FDEP) Florida Department of Environmental Protection General Permit or exemption for

[www.KEITHteam.com](http://www.KEITHteam.com)

**PZB**  
**PZ26-12000002**  
**05/27/2026**

Construction of Water Main Extensions from the proposed site construction activities. Required during bldg. e-plan submittal.

**RESPONSE: Acknowledged. FDEP approval will be provided during building permitting.**

5. Submit a Broward County Wastewater Collection permit or exemption for the proposed collection system extension. Required during bldg. e-plan submittal.

**RESPONSE: Acknowledged. Broward County Wastewater Collection approval will be provided during building permitting.**

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.

**RESPONSE: See revised Sheet CP-101 showing the relocated manhole location, per discussion with Nathaniel Watson.**

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.

**RESPONSE: Per discussion with Nathaniel Watson, the fire hydrant locations have been revised. Please refer to sheet CU-101.**

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.

**RESPONSE: Sanitary Infrastructure is slated to be upgraded during with Phase 1 (PZ26-1200002) Construction.**

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 PZ26-12000001 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.

**RESPONSE: Acknowledged.**

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.

**RESPONSE: The required notes regarding tree placement near City-owned utilities have been added to**

PZ26-12000002  
05/27/2026

## Landscape Sheet L511.

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.

**RESPONSE: Sheet CU-101 has been updated to show the estimated daily water consumptive use along with the supporting calculations and reference used to determine the estimate.**

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.

**RESPONSE: Sheet CU-101 has been updated to show the estimated daily wastewater discharge along with the supporting calculations and reference used to determine the estimate.**

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.

**RESPONSE: Comment noted. Refer to sheets CU-501 through CU-505 for the above mentioned details.**

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.

**RESPONSE: Acknowledged.**

## ENGINEERING DEPARTMENT

David McGirr | [david.mcgirr@copbfl.com](mailto:david.mcgirr@copbfl.com)

Status: Resubmittal Required

1. 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.

**RESPONSE: Acknowledged. BCEPMGD's approval will be provided during building permitting.**

2. Submit/upload the (FDEP) Florida Department of Environmental Protection NPDES General Permit for the proposed stormwater discharge from the proposed site construction activities.

**RESPONSE: Acknowledged. FDEP NPDES general permit will be provided during building permitting**

3. Submit/upload the (FDEP) Florida Department of Environmental Protection (NOI) Notice of Intent for the proposed stormwater discharge from the proposed site construction activities.

**RESPONSE: Acknowledged. FDEP NOI will be provided during building permitting.**

**PZB**

PZ26-12000002  
05/27/2026

4. The City Utilities Division must approve these plans before the City's Engineering Division can. The City Planning and Zoning Division must approve these plans before the City's Engineering Division can.

**RESPONSE: Acknowledged.**

5. 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.

**RESPONSE: The master stormwater plan for this area requires City hall to interconnect to the off-site roadway drainage system. A manhole has been added at the property line to clearly delineate ownership between the onsite and offsite systems. A maintenance agreement will be developed between the Owner and the City.**

6. 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

**RESPONSE: The note has been updated on Sheet CP-101.**

7. 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.

**RESPONSE: Acknowledged**

#### LANDSCAPE DEPARTMENT

Wade Collum | [Wade.Collum@copbfl.com](mailto:Wade.Collum@copbfl.com)

Status: Resubmittal Required

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.

**RESPONSE: Acknowledged. Live Oak Street trees have been updated to 24' HT x 10' SPR, 8" CAL., 8' CT.**

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.

**RESPONSE: The tree disposition plans have been separated. Please see sheet LD-101. We have an excess in mitigation planting and would like to apply this to the Phase 1 roadway plans.**

3. Provide the dollar value only for trees within this scope and highlight on the disposition list so an accurate count can be made.

**RESPONSE: A dollar value has been provided for all specimen trees and palms on sheet LD-101.**

4. Can we consider changing the proposed 3 Gumbo street trees to *Tabebuia aureas*?

**RESPONSE: Acknowledged. Gumbo street trees have been replaced with *Tabebuia aureas*.**

5. As per 155.5204.E.1.b.i-iv; Mitigation is to be replacement trees above and beyond required plantings.

**RESPONSE: The mitigation calculation is based on trees above and beyond required code plantings. Please see calculation on sheet LD-101.**

PZ26-12000002  
05/27/2026

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.

**RESPONSE: Acknowledged. Three (3) canopy trees (Green Buttonwood, 16' HT X 5' SPR) have been provided along the west side of the hammerhead/loading driveway. Additionally, a 5-foot minimum separation is maintained between all proposed trees and the proposed underground storm line.**

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?

**RESPONSE: Estimated job completion is 2028.**

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.

**RESPONSE: Refer to sheet L520 for a scaled Irrigation Plan illustrating the areas to be irrigated and irrigation notes. Also, see sheet L002 for irrigation specifications. The irrigation system will be designed by a delegated contractor per specifications, and detailed irrigation layout plan will be submitted with the construction permit drawings.**

9. Bubblers will be provided for all new and relocated trees and palms.

**RESPONSE: Acknowledged, notes regarding bubblers have been corrected. See Note #5 on sheet L520, Note #7 on Sheet L510, and irrigation notes on sheet L-002 Landscape Notes (L002.D.4.B).**

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.

**RESPONSE: Acknowledged. Detail 1/L951 has been updated.**

11. Provide a mechanical equipment screening detail.

**RESPONSE: Typical Mechanical Utility Equipment Screening Detail has been provided. Refer to detail 12/L951.**

12. Please note that plant spacing shall supersede plant quantity to fill the bed for shrubs and groundcovers.

**RESPONSE: Acknowledged. Note added to details 7/L951 and 8/L951**

13. Please note on the detail page to remove the wire basket halfway down the root ball if trees are B&B

**RESPONSE: Acknowledged. This has been added as a note in addition to the callouts on details 1/L951, 2/L951, 3/L951, and 4/L951.**

14. Please provide a detailed comment response sheet as to specifically how comments have been addressed at time of resubmittal.

**RESPONSE: Acknowledged. Refer to Comment Response Letter.**

15. Additional comments may be rendered at the time of resubmittal / permit submittal

**RESPONSE: Acknowledged.**

PZ26-12000062  
05/27/2026

## PLANNING AND ZONING DEPARTMENTS

Max Wemyss | [Max.Wemyss@copbfl.com](mailto:Max.Wemyss@copbfl.com)

Status: Resubmittal Required

1. The necessary roadways that conflict with the limits of the site as shown on the survey must be abandoned prior to building permit issuance.

**RESPONSE: Comment acknowledged.**

2. New roadways/points of connection to the site must be permitted and constructed prior to Certificate of Occupancy issuance for the new building.

**RESPONSE: Comment acknowledged.**

3. Planning comments otherwise mirror Plat comments provided.

**RESPONSE: Comment acknowledged.**

4. 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**

**RESPONSE: Comment Acknowledged.**

5. 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.

**RESPONSE: See Public Purpose Adjustment specific to setbacks and build-to-zone. Please refer to**

**Sheet SP-100.**

PZ26-12000002

05/27/2026

6. Comment Uses:

Government Administration w/ Assembly Space (Commission Chambers)

Parking Use Related Standards:

Parking Garage Design Standards 155.3501.I.2.c AND 155.5605.C 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.

**RESPONSE: See Public Purpose Adjustment specific to shade structure. The flag pole height is 30 feet.**

7. Comment Access/Circulation/Parking/Loading

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.

**RESPONSE: 145 of stacking based on 610 spaces. See Public Purpose Adjustment specific to stacking.**

8. Comment Screening/Fences/Walls

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.

**RESPONSE: Because the 9-foot wall is provided specifically to meet the mechanical equipment screening standards of Section 155.5301, it is granted relief from standard height limits per Section 155.5302.D.1.b.i. This exemption allows for a screening wall height of up to 10 feet; the proposed 9-foot height is required to effectively screen the 8.5-foot generator and associated equipment.**

9. Photometric Plan requires illumination levels in drive aisles. Note that the minimum illumination required for the drive aisles is 1 foot-candle.

**RESPONSE: Photometric Design revised per comment**

10. 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.

**RESPONSE: Comment Acknowledged.**

PZ26-12000002

05/27/2026

## **BROWARD SHERIFFS OFFICE**

Status: Resubmittal Required

1. Development Review Committee Date Reviewed: 02-12-2026  
Subject: CPTED and Security Strengthening Report: PZ#: PZ26-12000002  
Name: DOWNTOWN POMPANO CITY HALL / CITY OF POMPANO BEACH  
Address / Folio: N. Dixie Hwy & W. Atlantic Blvd.  
Type: Major Site Plan

The CPTED Plan for this project meets minimum standards at this time & has been Authorized Pending Development Order approval from the BSO District 11 / Pompano Beach administration.

**RESPONSE: COMMENT ACKNOWLEDGED**

2. Please update the existing CPTED Narrative & Drawing Diagram and upload to the Pompano E-Plan to reflect the items that have been addressed.  
**RESPONSE: Please refer to the revised CPTED Narrative " 020- Narrative-CPTED " and CPTED Plans "302-SP-201-CPTED PLAN", "303-SP-202-CPTED PLAN" , "304-SP-203-CPTED PLAN", "305-SP-204-CPTED PLAN" uploaded.**

