



April 28, 2022

Lauren Gratzner  
City of Pompano Beach  
100 West Atlantic Blvd.  
Pompano Beach, FL 33060

**RE: Hunters Manor Major Site Plan (P&Z# 21-12000010)**

Ms. Gratzner,

We respectfully submit the following responses to the Comments, issued on March 29, 2022 for the Major Site Plan Application for the Hunters Manor project.

**A. PLANNING**

1. An application (P&Z: 21-13000004) has been filed to rezone these properties as a Residential Planned Unit Development (RPUD).

**Comment Response: Acknowledged.**

2. Land use for these two parcels are Residential L (Parcel "A" – south of NW 7 Street / L – Low Residential 1-5 DU/ AC) & LM (Parcel "B" – north of NW 7 Street / LM- Low-Medium Residential 5.

**Comment Response: Acknowledged.**

3. 10 DU/AC. The size of this property is approximately 9 acres (395,524 square feet) net acres (Parcel A – 297,178 square feet; 6.8223 acres & Parcel B – 98,613 square feet; 2.2638 acres), resulting in approximately 56 units. The applicant is seeking a rezoning that would allow them to take advantage of the gross acreage, resulting in approximately 63 units (25 + 28 units (permitted by the land use)).

**Comment Response: Acknowledged.**

4. The property is platted (Hunter's Manor Community Plat) in the Broward County Records (PB: 183 Pg. 32), Instrument #: 114322117, dated April 13, 2017. The plat note restricts the property to no more than 64 single-family detached houses.

**Comment Response: Acknowledged.**

5. Chapter 100.01 requires a minimum of 50 feet for these roads. The survey illustrates the minimum 25 feet to the centerline of the road, and thus no additional dedications are required.

**Comment Response: Acknowledged.**

6. Provide a School Capacity Availability Determination (SCAD) Letter from the school district, prior to building permit approval.

**DRC**

PZ21-12000010

6/1/2022

**Comment Response: Acknowledged.**

7. Note that the construction of these houses will require the payment of park impact fees for neighborhood & community parks. The fees are reviewed annually & the fees will be assessed for each house at time of building permit approval.

**Comment Response: Acknowledged.**

**B. ENGINEERING**

1. Place note on landscape plans as per City Ordinance(s) §50.02(A) (4) and §100.35(E), that landscaping materials other than sod are not allowed within (5") five feet of any portion of City owned utilities within the public street right-of-way including meters, hydrants, service lines etc. 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. Show the location of all existing City owned and maintained potable water mains and services, sanitary sewer mains or laterals and storm drainage lines on the proposed landscape plans. Contact the Engineering Div. for Utility information. Engineering Standard street tree detail 316-1.

**Comment Response: Note has been added to landscape notes #13, refer to Sheet LP-9.**

2. Prior to the approval of the City Engineering division, the City's Planning and Zoning Division must approve these plans.

**Comment Response: Acknowledged.**

3. The proposed water services and sanitary sewer connection to service this project must be approved by the City of Pompano Beach Utilities Division.

**Comment Response: Acknowledged.**

4. Corrected.

**Comment Response: Acknowledged.**

5. Submit/ upload the (BCEPMGD) Broward County Environmental Protection and Growth Management Division Surface Water Management permit or exemption for the proposed paving and drainage shown on the civil engineering drawings.

**Comment Response: Acknowledged, an application will be submitted during the design and permitting phase of the project.**

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

**Comment Response: Acknowledged, an application will be submitted during the design and permitting phase of the project.**

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

**Comment Response: Acknowledged, an application will be submitted during the design and permitting phase of the project.**

8. Submit / upload a copy the (BCEPGMD) Broward County Environmental Protection and Growth Management Division permit or written exemption from this agency for the proposed construction of the gravity sanitary sewer service lines shown on the civil engineering plans.

**Comment Response: Acknowledged.**

9. Submit / upload a copy the (FDEP) Florida Department of Environmental Protection permit or written exemption from this agency for the proposed construction of the gravity sanitary sewer service lines shown on the civil engineering plans.

**Comment Response: Acknowledged, an application will be submitted during the design and permitting phase of the project.**

10. Submit / upload a copy of the (FDEP) Florida Department of Environmental Protection permit or written exemption from this agency for the proposed potable water service line connections shown on the civil engineering drawing

**Comment Response: Acknowledged, an application will be submitted during the design and permitting phase of the project.**

11. Plan sheet 003 C-7 and C-8 Sewper Coat is spelled wrong.

**Comment Response: The spelling of Sewper has been corrected.**

**C. FIRE DEPARTMENT**

1. Additional fire hydrants required for proposed development: Single family homes max distance to a hydrant 600ft, max distance between hydrants 800ft. Measured along fire access roads. NFPA 11:18.5 (2018ed)

**Comment Response: Two additional fire hydrants have been added, bringing the total of six fire hydrants on site (two on the north pod and 3 on the south pod), as well as two nearby. Distances were verified to ensure the requirements are met.**

2. City of Pompano requires a minimum of 2 fire hydrants. Maximum distance to secondary fire hydrant is 400 ft. of any further building. Distance is measured by fire apparatus travel on access roadways. (COPFL ORD. 95.09(C)) Complete attached form "Water Supply Fire Flow".

**Comment Response: Two additional fire hydrants have been added, bringing the total of six fire hydrants on site (two on the north pod and 3 on the south pod), as well as two nearby.**

3. Recommend fire hydrants placed on corners for access to two street directions and less possibility of being blocked. Additional hydrants in between if required for distances.

**Comment Response: Adjustments to the location of the hydrants have been made to bring them to the corners, as requested by Jim Galloway.**

#### **D. BUILDING DIVISION**

A preliminary examination of the documents has been performed; additional comments may apply when completed plans and/or specifications have been submitted for permitting to the building department.

**Comment Response:** The Applicant acknowledges all of the Building Division's comments, and will ensure they are addressed at time of building permit, as requested.

#### **E. UTILITIES**

Utilities comments have been addressed.

#### **F. LANDSCAPE REVIEW**

1. Provide an overall Phase plan as to how the site is going to be developed showing the entrance features, perimeter landscape requirements, open space parks, mail kiosks, etc must be shown in Phase I and be installed, inspected and approved prior to issuance of the first CO. Please note on the plans that the project will not be phased and all required landscaping will be completed prior to the first CO as per the comment responses sheet.

**Comment Response: Notes have been added to landscape plan. Please refer to landscape notes #22 on Sheet LP-9. PD plan has been updated to note that project will not be phased.**

2. Propose Phase plan to include installation of Street trees including all interior streets at 1:40' to be planted as all 1 species, from the same farm preferably at the same time to create a street tree masterplan and create a sense of place and community. Oak trees are preferred, prior to issuance of the first CO. Who is county reviewer driving this requirement and how does it supersede staffs position?

**Comment Response: County reviewer was a typo. It was referred to city reviewer.**

**The plan will not be phased. All development will be finished in one phase. Interior street trees have been provided on landscape plans and street tree plan. Street tree species are based on the streets: 3 different street tree species have been provided per city reviewer's direction for diversity; street trees located on the same street use the same species to create a sense of place and community. Please refer to Sheet LP-2 ~ LP-8, and ST-1.**

- Adjust data table for individual SFR's to reflect how the lots are meeting the requirements of 155.5203. C Minimum Site Development Landscaping to reference RS Zoning District and not RM. Adjust Typicals accordingly please.

**Comment Response:** Per table 155.5203.C., Individual SFR code requirements have been updated based on RS-3 zoning district. Please refer to the below chart and Sheet LP-5 ~ LP-8 for details.

**TABLE 155.5203.C: MINIMUM DEVELOPMENT SITE LANDSCAPING**

*Note: This table is best viewed in PDF, click [HERE](#)*

TABLE 155.5203.C: MINIMUM DEVELOPMENT SITE LANDSCAPING				
Lot Type and Size	Base Zoning District			
	RS-1, RS-2, RS-3, RS-4, RS-L, RD-1, MH-12	RM-12, RM-20, RM-30, RM-45	B-1, B-2, B-3, B-4, M-1, M-2, I-I, I-HX, OIP, TO, BP	CR, PR, CF, PU, T, LAC
Corner lots no more than 7,000 sq ft in area	5 trees and 20 shrubs			
Other lots no more than 7,000 sq ft in area	3 trees and 20 shrubs	1 tree and 5 shrubs per 3,000 sq ft of lot area or major fraction thereof	1 tree and 5 shrubs per 3,000 sq ft of lot area or major fraction thereof	2 trees and 5 shrubs per 2,000 sq ft of lot area or major fraction thereof
Corner lots more than 7,000 sq ft in area	6 trees and 30 shrubs			
Other lots more than 7,000 sq ft in area	4 trees and 30 shrubs			

- List the street tree species on the Typicals or provide an overall street tree/ not street tree plan for the purposes of inspection.

**Comment Response:** An overall street tree plan has been provided to show the street tree species and locations. Street tree species also have been listed on the typical landscape plan note #1. Please refer to Sheet LP-2 ~ LP-8, and ST-1.

- Add an additional tree / palm to Merritt typical landscape plan to meet minimums.

**Comment Response:** An additional palm has been added to Merritt typical landscape plan. Please refer to Sheet LP-5 and LP-7.

- Mitigation trees are to be above and beyond minimum requirements. Staff suggest accounting for park trees and adding Cypress tree clusters around retention areas

**Comment Response:** Cypress tree, Red Maple, and Jamaican Caper have been added around dry detention areas for mitigation. Please refer to Sheet LP-1, LP-3 and LP-4.

- Change out cassias surratensis for an alternate flowering tree based on the trees poor long-term performance in the field.

**Comment Response:** Acknowledged. Cassias surratensis has been changed to an alternate flowering tree for better long-term performance. Please refer to Sheet LP-1~LP-3.

- Clarify detail on SP.2 and Details 1 thru 3 on D.1 as to RAS width and conflicts with landscape buffer

width on the West side. Details must be correct and match.

**Comment Response:** Site plan dimensions have been updated to show R.A.S. borders including the full amount of landscape area adjacent to street. Details on sheet D-1 have been updated to reflect this.

9. Clarify planter boxes on SP4 and LP3, (why don't these sheets align), Show this run as green space and eliminate the planter boxes. This change still leaves a 5' sidewalk. Please provide a cross section detail specific to this application.

**Comment Response:** Planting areas have been extended to allow more green spaces. Please refer to Sheet LP-3 and SP-4. Site plan has been updated to expand planting area along NW 7th Street. A cross section detail has been added as Detail 9 on sheet D-1.

10. Propose additional tree species in parks and around retention areas; i.e. Cypress, Royal Poinciana, Ficus rubiginosa, etc

**Comment Response:** Cypress tree, Red Maple, and Jamaican Caper have been added around dry detention areas for mitigation. Please refer to Sheet LP-1, LP-3 and LP-4.

11. As per 155.5203.B.5.a thru e: where is the note referencing Rust Free. How and where is the common areas being irrigated from? Verify reuse water wherever practicable and available.

**Comment Response:** Reuse water is not available for use as an irrigation water source for this site. 3" wells have been proposed for irrigation water sources for common areas. Well #1 is located next to Lot 59m, and Well #2 is located next to the open air pavilion area. Please refer to Sheet IP-1~IP-3. Notes have been added to the irrigation plan; please refer to Note #5 on Sheet IP-2 ~ IP-4.

12. Note on the plans in provide evidence in the homeowners documents that required trees cannot be removed, or shaped, or altered from their natural growing habit, or sheared.

**Comment Response:** Notes have been added to landscape plans. Please refer to landscape notes #23 on Sheet LP-9 and note #4 on Sheet LP-5~LP-8.

13. Adjust note to reflect that B&B trees to remove burlap and wire baskets at least half way If trees are to be containerized specify that the root ball will be shaved at the periphery to remove all circling roots. Staff could not find the note.

**Comment Response:** Notes have been adjusted in Part 2. Materials - I. Plants - I.1. and Plants - J.1. on Sheet LP-10 (also highlighted in yellow below).

I. Balled and Burlapped (B&B) Plant Materials

1. Trees designated B&B shall be properly dug with firm, natural balls of soil retaining as many fibrous roots as possible, in sizes and shapes as specified in the Florida Department of Agriculture Grades and Standards for Nursery Plants. Balls shall be firmly wrapped with synthetic, natural, or treated burlap, and/or wire. All synthetic fabric should be removed from the rootball prior to planting. True biodegradable burlap can be left around bottom half on the root ball. The root collar shall be apparent at surface of ball. Trees with loose, broken, processed, or manufactured root balls will not be accepted, except with special written approval before planting.

J. Container Plants

1. Plants grown in containers shall be of appropriate size for the container as specified in the most recent edition of the Florida Department of Agriculture Grades and Standards for Nursery Plants and be free of circling roots on the exterior and interior of the root ball.

14. Please arrange tree disposition to be in numerical order and bold all trees / palms to remain and be preserved

**Comment Response: Previous submitted tree disposition plans have been adjusted to reflect this comment.**

15. Provide the City's Tree Protection Barricade detail

**Comment Response: This detail has been added to Landscape Details on Sheet LP-9.**

16. Please provide specifications and directives by a Registered Consulting Arborist prescribing timelines, watering, root pruning procedure and rootball size for all relocation proposed if any.

**Comment Response: Rick Harman, ISA Certified Arborist (#FL-5646A), has been provided specifications included in Landscape Notes #18 on Sheet LP-9 to satisfy this comment. In this project, only sabal palms have been relocated.**

17. All tree work will require permitting by a registered Broward County Tree Trimmer.

**Comment Response: Acknowledged. Please refer to Landscape Notes #20 on Sheet LP-9.**

18. Provide a comment response sheet as to specifically how comments have been addressed at time of resubmittal.

**Comment Response: Acknowledged. This comment response sheet has been provided.**

19. Additional comments may be rendered a time of resubmittal.

**Comment Response: Acknowledged.**

#### **G. ZONING**

1. Adjust data table for individual SFR's to reflect how the lots are meeting the requirements of 155.5203.C Minimum Site Development Landscaping to reference RS Zoning District and not RM. Adjust Typicals accordingly. The proposal is to build single-family homes, not multi-family apartments, therefore, the landscaping shall reflect as such.

**Comment Response: Per table 155.5203.C., Individual SFR code requirements have been updated based on RS-3 zoning district. Please refer to the below chart and Sheet LP-5 ~ LP-8 for details.**



**TABLE 155.5203.C: MINIMUM DEVELOPMENT SITE LANDSCAPING**

Note: This table is best viewed in PDF, click [HERE](#)

TABLE 155.5203.C: MINIMUM DEVELOPMENT SITE LANDSCAPING				
Lot Type and Size	Base Zoning District			
	RS-1, RS-2, RS-3, RS-4, RS-L, RD-1, MH-12	RM-12, RM-20, RM-30, RM-45	B-1, B-2, B-3, B-4, M-1, M-2, I-1, I-X, OIP, TO, BP	CR, PR, CF, PU, T, LAC
Corner lots no more than 7,000 sq ft in area	5 trees and 20 shrubs			
Other lots no more than 7,000 sq ft in area	3 trees and 20 shrubs	1 tree and 5 shrubs per 3,000 sq ft of lot area or major fraction thereof	1 tree and 5 shrubs per 3,000 sq ft of lot area or major fraction thereof	2 trees and 5 shrubs per 2,000 sq ft of lot area or major fraction thereof
Corner lots more than 7,000 sq ft in area	6 trees and 30 shrubs			
Other lots more than 7,000 sq ft in area	4 trees and 30 shrubs			

- Clarify planter boxes on SP4 and LP3, (why don't these sheet s align). Show this run as green space across the area for trees and eliminate the planter boxes. This change still leaves a 5' sidewalk. Please provide a cross section detail specific to this application.

**Comment Response:** Planting areas have been extended to allow more green spaces. Please refer to Sheet LP-3 and SP-4. Site plan has been updated to expand planting area along NW 7th Street. A cross section detail has been added as Detail 9 on sheet D-1.

- Provide Street Trees at 1:40' as per 155.5203.G.2.c. on all streets, including the internal streets. Provide a street tree plan that shows how this is being met.

**Comment Response:** A Street Tree Plan has been prepared and submitted, showing the placement of the trees inside the lots that abut the private interior access streets. Lots 43-46 abut a public right of way (NW 7th Street) and have the street trees located in the right of way (not in the private lot). The street trees shall be provided at a ratio of one tree per 40 feet of street frontage, "spaced no closer than 15 feet apart and no farther than 60 feet apart" (as provided in the land development code, section 155.5203 G. 2.). Therefore, the only deviation is the location of the trees on the interior access streets, and it is called out in the deviation table.

- Staff suggests increasing the pedestrian level lighting in the walkway area to the mail boxes, as well as the pedestrian connection to the park, to a minimum of 0.5-1.0 foot-candle in order to increase security of the pedestrian walkways. The current proposal allows for dark ambush points along these connection points. Revise sheets PH-11 and PH-6.

**Comment Response:** The photometric plans have been revised to increase the foot candles in those areas.

- Revise the RAS cross sections on sheet A D-1 to include the proper landscape widths. Why was the RAS line arbitrarily drawn to the middle of the landscape area? Include the full landscape area on both sides.

**Comment Response:** Site plan dimensions have been updated to show R.A.S. borders including the full amount of landscape area adjacent to street. Details on sheet D-1 have been updated to reflect this.



6. Provide the dimension of the landscape space between the internal sidewalks and the valley gutters on all site plan sheets.

**Comment Response: Dimensions for the 4 ft landscape space have been added to all site plan sheets.**

7. There is a 5' public sidewalk proposed on all public streets, shown on the site plan. However, there appears to be a typo on sheet SP-4, which calls out a 6' public sidewalk on NW 19th Ave. Revise this sheet to call out the public sidewalk as 5' to match all other plans.

**Comment Response: This typo could not be located, and upon conversation with Ms. Gratzner, this comment does not apply.**

8. In the landscape section of the "required and proposed development regulations" chart provided on the master site plan, include the note that says "fence with retaining walls is only located where necessary to achieve code-required flood elevation" as well as the type B buffer note, as noted in the PD document. This chart should show all deviations and the notes provided in the rezoning.

**Comment Response: The fence deviations have been added to the tables in the PD Plan. "Street side corner" has been removed from the PD Plan table. Fences on street side yards will be permitted at 6 feet in height, without having to provide a setback.**

9. Provide the fence deviation, along with the revised definition of the front and rear lot line, on the master site plan along with the other deviations. Likewise, if there are two different meanings for "street side" and "street side corner yard" put this on the PD Master Plan as well.

**Comment Response: "Street side corner" has been removed from the PD Plan table.**

10. Provide the permitted and accessory use table on the master site plan.

**Comment Response: The accessory use table has been added to the PD Plan.**

11. Revise the Merritt Typical Lot on sheet A LF-1 to show that the A/C unit will be 3' or more from the property line.

**Comment Response: The Merritt Typical Lot has been updated to specify that the a/c unit will be a minimum of 3' setback from property line. New Lot Fit sheets have been added to include the typical layout as well as the minor linework edits in this resubmittal.**

12. Comment not addressed: Provide a specified location to store the recycling and trash bins. If they are proposed to be stored in the garages, provide an outline space of 9'x18' for each vehicle and an outline of the space needed to host the recycling and trash bins on either the floor plan or the site plan. The "solid waste and recycling exhibit" was not legible. Nor were the outline for the cars in the garage or the size of the trash bins provided. It does not appear that 2 cars (9'x18' each) and 2 trash bins (required to be at least 2.92' x 2.17') will fit in the garages, with the possible exception of the Sapole model. Therefore, the trash bins will have to be kept outdoors. If kept outdoors, they shall be screened

with either a solid fence or dense bushes, at least 6 inches above the bins. Provide this detail and location of the trash bins on all typical lot options.

**Comment Response: The floorplans of the 5 models have been revised to show that the vehicles and garbage and recycling bins fit in the garages. The vehicle and bin locations are demonstrated on the revised architectural floorplans within each series of the five home models.**

13. Provide a Unity of Control to combine both the north and south properties and their interior roadways at time of building permit submittal.

**Comment Response: The unity of control will be prepared and recorded after the applicant has ownership of the property. At this time, the property is owned by the Northwest Pompano Beach CRA.**

14. The following comments regarding the architectural sheets shall be revised prior to attending the Architectural Appearance Committee (AAC):
  - a. Comment not addressed: The height of a structure shall be determined by measuring the vertical distance from the average elevation of the existing finished grade at the front of the structure to the top of the roof for a flat roof, to the deck line for a mansard roof, or to the mean height between eaves and ridge for a gable, hip, cone, gambrel, or shed roof (155.9401.G). Revise the elevations to provide the height as stated above. The current elevations are not measured from the average finished grade, nor do they go to the mid-point of the roof.
  - b. Comment not addressed: Provide a legend on all elevation sheets for the notes/call outs provided. There are hexagons on these sheets with letters in them, as well as circles with numbers, and no indication of what they mean.
  - c. Comment not addressed: Sheets "004 A-3.01 Architectural Floor Plan Merritt" and "004 A-5.01 Architectural Floor Plan Robie" still shows zero lot line options. Remove this as this RPUD does not offer zero lot line options.
  - d. Additionally, colored elevations will be required for the AAC submittal, with all colors, materials, and call outs identified. Likewise, an 11"x17" material board will be required prior to this meeting for review.

**Comment Response: Acknowledged. The Architectural elevations have been revised to address these comments. In addition, a materials board is being prepared for AAC.**

#### **H. SOLID WASTE AND RECYCLING**

1. These homes require recycling and trash carts which need to be rolled to the curbside for collection service. Although the response to comments from the previous submittal states the cart locations have been added to the architectural plans, the set of plans uploaded to EPlan for review does not show the carts. Ensure this information is included prior to receiving a development order.

**Comment Response: The garbage and recycling bin demonstration was inadvertently left off the elevations but was provided in a separate exhibit for the last submittal. For this submittal, the vehicle and bin locations are demonstrated on the revised architectural floorplans within each series of the five home models.**

NOTE: As stated in the Pompano Beach Code of Ordinances, Chapter 96, including Section 96.12(D)(1), all construction and demolition debris removal is the responsibility of the owner. All solid waste generated within the geographic boundaries of Pompano Beach shall be collected by the franchise collector (Waste Management at the time of this writing) and disposed of as directed by the city disposal agreement. All materials shall be generated from the property on which the materials are placed for removal. Information regarding container size and hauling costs may be found in Chapter 96, Section 96.13.

**Comment Response: Acknowledged.**

NOTE: Additional comments may be necessary based upon revisions, additional plans and/or documents. Contact Beth Dubow at 954-545-7047 or [beth.dubow@copbfl.com](mailto:beth.dubow@copbfl.com) should you have any questions or concerns regarding this review.

**Comment Response: Acknowledged.**

I appreciate your assistance on this project. Should you have any questions, please do not hesitate to contact our office.

Sincerely,

**WGI**



Kristen Nowicki, AICP  
Senior Project Manager