

November 3, 2025

City of Pompano Beach
100 W. Atlantic Boulevard
Pompano Beach, FL 33060

Re: DRC – Review
P&Z#: 25-12000010
980 SW 12th Avenue Pompano Beach, FL
Response Letter

To Whom It May Concern:

This letter addresses the comments received on March 6, 2025, for the above-mentioned project. Below are your comments with our responses following the comment:

Fire Department Jim Galloway

New Information Only Comments

1. This P&Z application is able to meet all of the Fire Department requirements at this time for Site Plan Review. However, the petitioner shall maintain all proper fire department access and water supply requirements as per chapter 18 of NFPA 1 as amended from time to time. *Additional comments may follow throughout the remainder of the permitting process. The buildings shall be in compliance with All NFPA Standards prior to receiving Fire Department approval.

Response: Acknowledged and will comply.

Building Division – Todd Stricker

“Info only” comments acknowledged.

Building Division – Todd Stricker

“Info only” comments acknowledged.

Engineering Department – David McGirr

“Info only” comments acknowledged.

BSO – Anthony Russo

“Info only” comments acknowledged and will comply.

Condition:

1. Please complete the Affidavit for CPTED Compliance & upload it into the DRC Documents Folder for review.

Response: The owner has a copy of the CPTED Form and will sign and submit to the City prior to Site Plan approval.

Comments Unresolved:

The CPTED & security strengthening conditions stated below must be Incorporated into your CPTED narrative plan & onto your CPTED drawing diagram for approval. The purpose is establish consistency between the narrative document & drawing diagram this will also aid in expediting the CPTED inspection process by ensuring that the on-site project managers have all the necessary information to meet expectations.

Response: Will comply and Applicable Notes have been added to the CPTED Plan.

A. Natural Surveillance (Landscaping)

1. Maintain 2' to 2.5' foot maximum height for all hedges, bushes, low plants, and ground cover. Goal: Increase visibility & deter concealment.

Response: Will comply. Note added to the CPTED Plan.

2. Maintain an 8' - feet clear tree trunk for canopy trees and tall plants without any obstructive limbs or foliage hanging down below 8' feet that would in the present or future obstruct Natural&/ or Electronic Surveillance. (Note that young immature trees with 6" inch or less diameter trunks are excluded from this condition ONLY WHILE MATURING per code.) Goal: Increase visibility, improve line of sight & prevent obstructions to electronic surveillance & pedestrian scale lighting.

Response: Will comply. Note added to the CPTED Plan.

A1. Natural Surveillance (Lighting)

1. All Structures: Install vandal proof / resistant motion-sensor security alert lights over all exterior unit doors and overhangs (if any), including main, garage, side door garage egress, storage doors, storage sheds (if any), etc.

Response: Not applicable to site.

Goal: Security motion sensors are very effective in capturing an intrusion and creating the perception by the intruder of being discovered, therefore these should be utilized in strategically targeted areas after careful consideration, especially with regards to any building design feature area that has an overhang or obstructive feature that would attract loiterers, trespassers, thieves, burglars, robbers, etc., who may use these areas for concealment, sleeping, urinating, or ambush in the case of more serious crimes such as burglary, robbery, sexual battery, etc.

2. Lighting (& cameras) must be strategically placed so they will not be obstructed by the growth of existing, or installation of future landscaping.

Response: Will comply. Note added to the CPTED Plan.

A2. Natural Surveillance – Security Strengthening

1. Designated ADA access ramps (if any) are to utilize see through fence railing for improved natural surveillance.

Purpose: Solid walls and/ or other raised/ elevated obstructive design element features such as walkways, promenades, ramps, whether ADA compliant or not, etc., are discouraged as they hinder visibility, may encourage trespassing & provide concealment for other types of criminal activity i.e.: loitering, vandalism (graffiti), narcotic use, ambush attack, etc., and result in higher maintenance costs.

Response: Not applicable to site.

A3. Electronic Surveillance – Security Strengthening

*** ATTENTION *** PROPOSED CAMERA AND MONITORING LOCATIONS WILL BE COORDINATED WITH A SECURITY AND ACCESS CONTROL CONSULTANT AND THE BROWARD SHERIFF'S OFFICE CPTED REVIEWER *** PRIOR *** TO PERMITTING. PLANNING AND INSTALLATION OF THE SURVEILLANCE MONITORING SYSTEM MUST INCLUDE FIELD INPUT FROM EXPERIENCED CPTED/ SECURITY STRENGTHENING LAW-ENFORCEMENT TO PROVIDE OPTIONS TO CONSIDER TO AID IN ENSURING OPTIMAL RESULTS.

1. Required to meet § 115.26 - City of Pompano Beach BUSINESS SECURITY CODE: "... use security cameras to protect employees and the consumer public from robbery, burglary and other violent crimes."

Response: Will comply. Note added to the CPTED Plan.

2. Electronic surveillance cameras must be strategically located for maximum active and passive observation. Show sight "cones" indicating comprehensive coverage.

Response: Will comply. Note added to the CPTED Plan.

3. Surveillance Monitors depicting real time security camera views must be strategically located for maximum overlapping active and passive observation. Goal: Placement of monitors in strategic locations increases valuable surveillance and expedites reporting of suspicious or illegal activity including dangerous often critical incidents such as active killers, etc. Large monitors are recommended for optimal viewing. They should be placed strategically wherever they would receive the most viewing from personnel traffic such as at the front desk, lobbies, the managers' office, etc.

Response: Will comply. Note added to the CPTED Plan.

4. Security cameras must fully view all parking areas, building entrances and pedestrian paths of travel along and up to the building perimeters.

Response: Will comply. Note added to the CPTED Plan.

B. Access Control – Security Strengthening

1. Wayfinding & Instructional Signage must be prominently displayed & posted where necessary. Examples of signage can include, but are not limited to: Main Entrance, Emergency Exit, Private Property, Restricted Access, Employees Only, No Admittance, No Trespassing, Visitor / Guest Parking, One Way Traffic, No Thru Traffic, Pedestrian Crossing, Hours of Operation, Rules & Regulations, Do Not Enter, Maximum Occupancy, Evacuation Route, etc.

Response: Not applicable to site.

2. For Commercial and Industrial: Install hard-wired burglar security alarms and safes at any commercial property, retail businesses and residential management offices, and/ or wherever valuables of any kind are stored such as cash, jewelry, electronic equipment such as computers, monitors, and any other costly inventory, including potentially sensitive or personal or business identification documents, electronic files or financial information etc., that are frequently targets of theft, frauds, burglaries and robberies. Alarms must be monitored and activated whenever businesses are closed, or all personnel are out of the building offices.

Response: Not applicable to site.

3. For Commercial including COMMERCIAL / INDUSTRIAL / RESIDENTIAL/ Hotels/ Retail / Multi- Family with Security/ Front Desk Receptionists / Hosts (if any): Areas designated for employee & customer transactions such as a reception desk, counter tops, podium, &/or bar must be designed with a clear boundary delineation &/or enclosure separating public from private areas. Examples would be appropriate signage and a physical barrier such as a door, or at least a stanchion with a chain or rope delineating the private non-public area as off-limits.

Purpose: To deter the accidental or intentional trespass into a restricted area, to protect employees & to prevent unauthorized persons from gaining access to property, valuables, sensitive equipment, etc. Also, to signal an early alert to employees if someone unauthorized is attempting to breach the private non-public area so they can buy time to quickly get to safety and alert security/ police for help.

Response: Not applicable to site.

B1 Access Control – Security Strengthening for Dumpster Enclosures / Trash Rooms

1. To deter loitering by trespassers, illegal dumping and a concealment / ambush point for criminals, dumpster enclosures with rolling or swing gates, including those that also have a designated pedestrian entry passageway, must include all the following for both the swing and pedestrian gates:

Response: Not applicable to site.

2. A robust locking mechanism such as a throw bolt with a robust shielded padlock for example rather than only a vulnerable chain and non-shielded padlock.

Response: Not applicable to site.

3. Bottom gate clearances must be 8” above the ground. Purpose: For viewing underneath to deter loitering and trespassing inside the enclosures, and to deter/ prevent the enclosure from being used as concealment/ ambush for a more serious crime such as a violent robbery, sexual assault/ battery, etc.

Response: A chain link fence and gate were installed under Permit 24-7179 and was inspected and closed. Chain link fence and gate will remain with only minor modification as needed with new permits for proposed. Some vegetation will be installed in front of fence as required by Landscape Division, however the chain link fence will not obstruct view of property.

4. If there is a pedestrian passageway into the dumpster enclosure it must have the lockable gate which remains closed and locked except when in active use by authorized persons.

Response: Not applicable to site.

5. Dumpster area must have a vandal resistant/ proof motion-sensor security light to illuminate the area when in use between sunset and sunrise.

Response: Not applicable to site.

6. Dumpster areas must be secured with Access Control and video surveillance.

Response: Not applicable to site.

7. Enclosed trash rooms (if any) must be equipped with either constant lighting &/or a secured motion sensor lighting system that will provide immediate illumination upon entry.

Response: Not applicable to site.

B2 Access Control – Security Strengthening for Key Control & Management Offices

1. Any keys, key fobs, key card devices &/or similar devices that are stored on site must be secured with access control such as, but not limited to: Mechanical, Electronic Control, Biometric, etc. Electronic key signals can be cloned (copied) so keys must be stored in a signal blocking locked safe.

Response: Not applicable to site.

2. Key security office / room / key storage closet door must have an alarm and robust mechanical locking system.

Response: Not applicable to site.

3. A surveillance camera must monitor the office key storage area.

Response: Not applicable to site.

4. Management / Security Office door must have a security viewer (door scope / peephole) or reinforced security window.

Response: Not applicable to site.

C. Territorial Reinforcements – Security Strengthening

*** ATTENTION ***

BSO NO TRESPASSING SIGNAGE IS TO BE COORDINATED WITH A BROWARD SHERIFF'S OFFICE CPTED REVIEWER *** PRIOR *** TO PERMENANT PLACEMENT OF THE SIGNS. THIS IS TO ENSURE OPTIMAL RESULTS.

1. Submit a Broward Sheriff's Office No Trespass Program Affidavit simultaneously with the application.

Response: Please see signed Sherrif's Affidavit attached to previous resubmittal and original copy will be submitted with building permit(s).

2. Post sufficient "Broward Sheriff's Office No Trespass" signage so that it is readily available at all entrances and all sides of the property: North, South, East, and West. Please note additional signage may be necessary depending on the size & layout of your development.

Response: Will comply and a note has been added to the site plan for the same.

C1. Security Strengthening – Parking Lots / Parking Garages / Covered Parking

1. An Access Control vehicular gate entrance into the parking garage / development will deter and help prevent trespass opportunities. These entrances must be under video surveillance.

Response: Will comply. Note added to the CPTED Plan.

2. Post signage in parking areas forbidding vehicles other than owner's/ authorized guests to park and loiter in private parking lot.

Response: Will comply. Note added to the CPTED Plan.

3. Post towing sign and enforce tow away policy consistently concerning illegally parked or abandoned vehicles.

Response: Will comply. Note added to the CPTED Plan.

4. Install convex security mirrors to increase visibility around blind corners, ramps & any points of intersection between vehicle lanes of travel & pedestrian pathways.

Response: Will comply. Note added to the CPTED Plan.

D. Maintenance & Management – Security Strengthening

- 1.) For Commercial including COMMERCIAL/ INDUSTRIAL/ RESIDENTIAL/ Hotels/ Multi-Family / Offices, etc. with Security/ Front Desk Receptionists / Hosts (if any): Install a fixed concealed silent panic duress alarm at main entrance AND a provide a portable activator for redundancy in the event the fixed alarm is compromised due to the fixed alarm post being vacant, or for any serious incident such as an active killer or other emergency. Additional portable duress alarm activators must be provided to employees that are assigned to work on the exterior of business such as drive-thru lanes, curbside service, exterior dining, maintenance, etc.

Response: Not applicable to site.

- 2.) Ensure all publicly accessible exterior electrical power outlets have a lockable metal cover AND easily accessible secure internal cutoff switch.
Goal: To deter theft of utility services & deny use by potential trespassers, unauthorized users, etc. who may be attracted to the property's amenities and/ or vulnerabilities and then trespass and loiter to charge their mobile phones, etc., or commit other crimes of opportunity once they're on site.

Response: Not applicable to site.

- 3.) Costly equipment such as ground floor exterior air conditioning units (if any) must be firmly secured in place to deter theft. Options to consider are Metal Strap Tie Downs, Secured Enclosures &/or Sensor Equipment, etc. Serial numbers & photos of such equipment must be stored & readily available for possible criminal or property damage reports.

Response: Not applicable to site.

- 4.) Any exterior storage tanks utilized for keeping contents under pressure and / or containing any flammable or hazardous contents must be properly secured against any acts of vandalism, theft, or misuse of any kind. Only use fire code approved security systems / mechanisms.

Response: Not applicable to site.

- 5.) The number address signage must be unobstructed by landscaping or external features, provide good color contrast, be visible from the roadway & preferably be reflective for instant recognition by law enforcement & EMS when responding to emergency calls for service.

Response: Not applicable to site.

E. Activity Support – Security Strengthening

- 1.) Place bike storage racks (if any) close to the main access doors providing convenience and maximum Natural and Electronic Security Surveillance.

Response: Not applicable to site.

- 2.) If the building/ development has a Wi-Fi system, it needs to be encrypted and password protected. If Wi-Fi is offered as a complimentary service by a business, then it should be disabled when the business is closed to the public. Purpose: An open Wi-Fi system will attract non-legitimate users to loiter and use the open free Wi-Fi.

Response: Not applicable to site.

- 3.) Exterior bench seating (if any) for public use should be CPTED orientated to include spacers / dividers / arm rests or preferably use a single seat design. Purpose: To deter unintended excessive loitering, trespassing, lying down, sleeping, etc thereby depriving legitimate users to ability to utilize the designated seating.

Response: Not applicable to site.

- 4.) Public, Visitor &/or Common Use Restrooms, Storage Rooms Locker Rooms, Saunas (if any) must be equipped with either constant lighting &/or a secured motion sensor lighting system that will provide immediate illumination upon entry.

Response: Not applicable to site.

Conditions:

Note

For DRC Comment Responses Letters, Please Issue Responses in the Affirmative such as Will Comply or Will Be Done. Comment Responses such as Acknowledged, Understood or Noted are ambiguous & do not clarify compliance.

Additionally, the author of your CPTED & Security Strengthening Plan should provide their name & contact information on the CPTED Narrative Document. This would help to expedite any necessary communication for the approval process.

Important Please Read

The CPTED Narrative & the CPTED Drawing Diagram should be synonymous. Please incorporate all the above stated CPTED & Security Strengthening measures onto your existing CPTED Drawing Diagram & CPTED Narrative Document when re-submitting into the Pompano ePlan.

Response: All applicable notes above have been added to the CPTED Plan.

New Unresolved Comments

A. **CONFIDENTIALITY STATEMENT**

PLEASE STAMP YOUR CPTED NARRATIVE & DIAGRAM "CONFIDENTIAL"

Information contained in CPTED & Security Strengthening Narrative Documents & Diagram Drawings are considered Confidential Pursuant to Florida State Statutes 119.071 (3); 119.15 (6b1); 281.301 & 286.011. Dissemination of security plans

Response: Both the CPTED Narrative and associated Plan have been marked in red as CONFIDENTIAL.

Zoning – Pamela Stanton

Unresolved Comment:

- For the next submittal, the duplicate files in the Drawings folder must be compiled so that the subsequent submittals are versioned over the previous submittals to alleviate multiple files of the same drawing with different file names.

Applicant's 1st Response: Noted

Reviewer Response: Pamela Stanton - 9/4/25 4:11 PM This comment has not been addressed. Site Plan approval cannot be accomplished until the Drawings folder has been cleaned up of duplicate files. NOTE: When a comment requests action on the applicant's part, "Noted" is not a sufficient response.

Applicant's 2nd Response: All duplicate files will be deleted or versioned over correctly. Agent will also coordinate with staff once application is uploaded to confirm the same.

Condition:

2. A Unity of Title is required for 956 and 980 SW 12 Ave prior to building permit approval.

Response: Please see draft of the Unity of Control previously submitted. Please also confirm that the City Attorney is OK with the language in this document prior to recording.

Unresolved Comments:

3. Clarify the purpose of the Pedestrian & Vehicular Ingress & Egress Easement shown on the survey and multiple drawings. The easement is located on the property to the south at 1000 SW 12 Ave and appears to serve the property at 1040 SW 10 Ave. If the easement is to remain with the intent to provide cross-access to and from other properties onto and through 980 SW 12 Ave, an additional easement is needed to cover the ingress/egress path on 980 SW 12 Ave.

Applicant's 1st Response: This easement is in favor of the subject property to have access to the south. The applicant is intended to put a gate there for security purposes, but not for cross-access for any properties to the south or east.

Reviewer Response: The response states that a gate will be installed. Show and label the gate on the site plan. In addition, provide further clarification on this item, particularly the reason for maintaining the access.

Applicant's 2nd Response: This gate is existing and call outs have been revised/added to the C-06 Site Plan. The reason for maintaining the access is because it is in the property owner's favor and should remain in case there is a change in use in the future that requires this connection. It also give the Fire Department access through property if necessary.

4. The Truck Exhibit does not show truck movement within the site, in the areas of the proposed improvements. Show how a truck or other large vehicle will maneuver into and out of a 55' x 14' space within the paved area.

Applicant's 1st Response: Truck Exhibit has been updated.

Reviewer Response: The response states the Truck Exhibit has been updated. However, an updated exhibit was not found.

Applicant's 2nd Response: A new Truck Exhibit has been added to this submittal.

New Comments:

5. Two-way driveways must be a minimum of 23 feet wide. The dimensions on the site plan vary from 16.7 feet in width to 21.74 feet, not in compliance with the minimum required width.

Response: The drive aisles have been modified to meet city standards. The drive aisle on the East side of the property has been changed to a one-1 way drive aisle.

6. Provide the setback dimensions from the post-right-of-way line, not the existing/current right-of-way line.

Response: New call outs have been added to show new set back from the post right-of-way line.

7. Provide a fence detail and a gate detail for each type of fence and gate proposed.

Response: The fence was approved under permit 24-7179 no new fence will be proposed for this project.

Landscape – Wade Collum

Unresolved or New Comments:

1. The properties will need to be unified to support the proposed parking, please provide at time of permitting.
Response: The Owner/Applicant is recording a Unity of Control for the property. A draft was submitted to City staff under last submittal.
2. There are repeat landscape and associated landscape plan sheets x 3 in the system. Please consolidate and remove repeat plans so that submittal is accurate.
Response: Acknowledged.
3. Submittal seems to include outdoor storage. Please also note on the Landscape plans.
Response: The proposed improvements to the southern lot are for drainage, access to the rear of the building, employee parking and accessory outdoor storage of fleet vehicles and equipment. The outdoor storage is associated with the business on the north lot and is permitted as accessory to that business.
4. Provide VUA trees at 1:40 along the East side south corner, staff can agree to understory trees as a courtesy to meet his requirement. Stopper may be narrow enough to check the box.
Response: Due to the narrow nature of the planting strip and its location adjacent to an existing building, Italian Cypress has been added for their narrow, upright growth pattern.
5. Shift a few of the Cypress trees West closer to the road to help with screening, and half of them may be reduced in height to 10' to create more of a natural staggered look.
Response: Selected Cypress trees have been shifted as requested.
6. If trees are to be containerized, specify that the root ball will be shaved at the periphery to remove all circling roots. Based on recent availability issues, please provide note at time of permitting.
Response: Notation has been added to the landscape plan.
7. Provide a note stating; All trees designated as single trunk shall have a single, relatively straight, dominant leader, proper structural branching and even branch distribution. Trees with bark inclusion, tipped branches, and co-dominant trunks will not be accepted. Trees with girdling, circling and/or plunging roots will be rejected.
Response: Notation has been added to the landscape plan.
8. As per 155.5203.B.2.b; Provide a note that all road rock, concrete, asphalt and other non natural material be removed from all planting areas prior to landscape installation and be replaced with planting soil prior to landscape installation and be replaced with planting soil prior to landscape installation.
Response: Notation has been added to the landscape plan.
9. Provide a note on plan that a Pre Construction meeting with Urban Forestry is required before any work is performed onsite.
Response: Notation has been added to the landscape plan.
10. Please provide a detailed comment response sheet as to specifically how comments have been addressed at time of resubmittal.

Response: Provided herein.

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

Response: Acknowledged.

Utilities – Nathaniel Watson

New or Unresolved Comments:

4. Please attach the following City Engineering Standard detail as it applies: 106-1 Backflow Preventer.

Applicant 1st Response: 106-1 Detail has been added to the plans.

Reviewer Response: Don't see the detail. Read the response documentation.

Applicant's 2nd Response: 106-1 Detail has been added to the utility plan.

PLANNING – Max Wemyss

New or Unresolved Comments

1. It appears that a connection to the cross access easement is desired. Provide the easement through the unified property, connecting back to Public ROW (Andrews Ave) or remove the connections provided on the Site Plan.

Applicant's 1st Response: The existing cross-access easement is in favor of the subject property to have access to the south. The applicant is intended to put a gate there for security purposes, but not for cross-access for any properties to the south or east.

Reviewer Response: If the intent is for the subject property to obtain access across the adjacent property provide the cross access agreement for that property. If no agreements exist, remove the connections provided on the site plan.

Applicant's 2nd Response: The site plan now shows a one way out to the south only which is consistent with the easement as it does not allows others to access property. A gate was installed under Fence Permit 24-7179 and will remain in place.

2. The city has sufficient water and wastewater treatment capacity to accommodate the proposal.

Response: Acknowledged.

Thomas Engineering Group