

# City of Coconut Creek

## InterOffice Memorandum

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To: File PZ 08080003

Date: November 3, 2009

From: Jim Hetzel  
MainStreet Project Coordinator

Subject: The Promenade at Coconut Creek  
Modification to Site Plan

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The following minor adjustment to the approved site plan has been accepted by the Development Review Committee. Due to the nature of the request and the negligible impacts associated with the change, no additional review is required.

### **Requested Changes:**

This memo shall serve as formal acceptance of the following modifications to The Promenade at Coconut Creek site plan:

- Building D signage clarification for uniformity

### **Summary of Requested Changes:**

The applicant is requesting to modify the signage for Building D based on the architecture of the building, more specifically signage for the tenants located on the first floor. Signs for the first floor tenants are permitted on top of the canopy, which projects from the building façade thereby creating unique criteria for the signs. City staff along with the developer created specific sign criteria to ensure permitting would be efficient.

This memo will be filed electronically on the network in the site plan folder and a copy will be filed in the most current Administrative Approval Application (PZ08080003).

cc: Scott Stoudenmire, Deputy Director  
Liz Aguiar, Development Review Supervisor  
Heidi Solano, Planner  
Natacha Josiah, Zoning Officer



November 2, 2009

Jim Hetzel  
Main Street Project Coordinator  
City of Coconut Creek  
4800 West Copans Road  
Coconut Creek, FL 33063

Re: Promenade at Coconut Creek- Building D Signage Clarification

Dear Mr. Hetzel:

Per our previous discussions, I would like to formally request approval of the attached signage requirements for Building D. The sign requirements have been depicted on the attached drawing to provide some level of uniformity and consistency with the architectural vocabulary of the building. It is my understanding that this is more of a clarification and therefore the process is intended to be informal and no formal application is being required.

Additionally, the following has been included in the attached sign criteria requirements:

1. Signs shall be located toward the south side of each tenant's canopy, unless tenant obtains written approval from Landlord to adjust.
2. Maximum length shall not exceed 75% of the canopy frontage for tenant area thereby establishing a maximum length consistent with code.
3. Individual Channel letters shall be required.
4. Font style, logo and colors shall be per tenant image and shall be approved by landlord.
5. Maximum letter size shall be 24" per tenant signage standards established for the center.
6. An additional sign for corner tenants (D1 & D4) will be considered by Landlord so long as the sign is not larger than 50% of the front canopy sign and is attached to the main building façade (not a canopy).
7. These requirements are intended solely for the first floor tenants of the D Building.

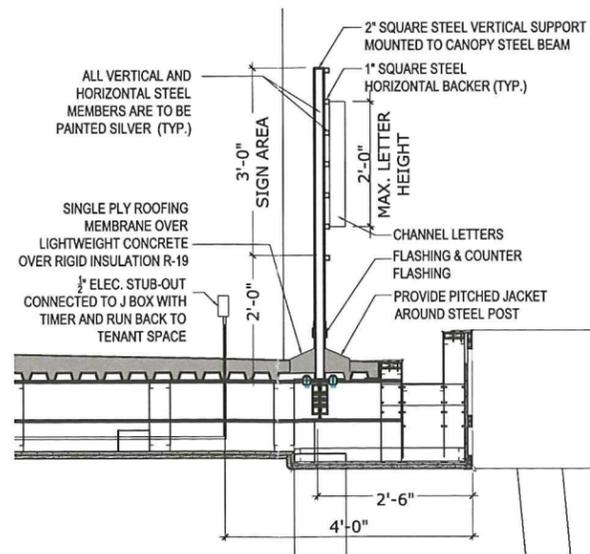
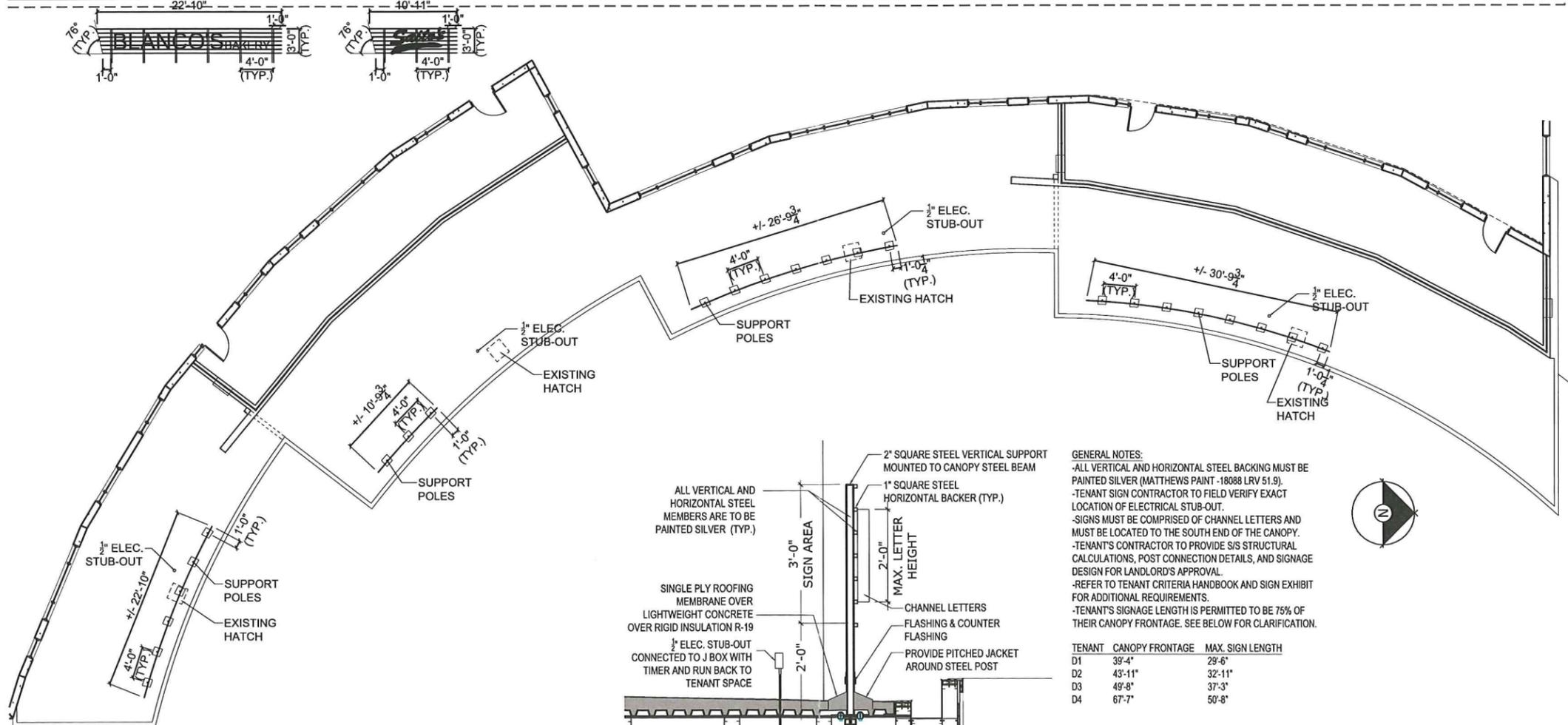
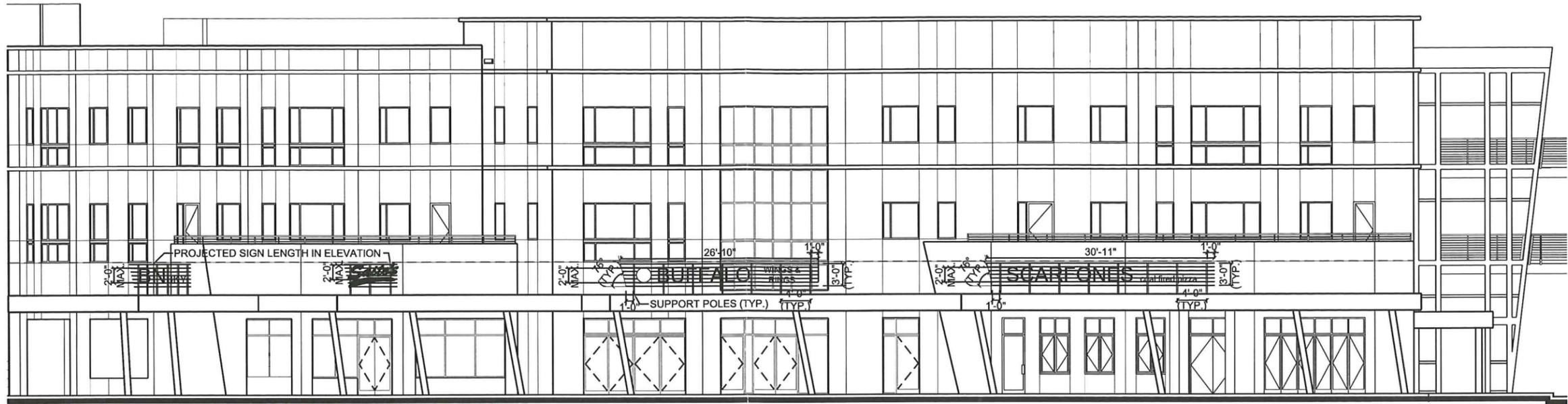
Thank you in advance for your assistance. Please let me know if you have any questions.

Sincerely,

*Mark Pottschmidt*

Mark Pottschmidt  
Coconut Creek Development, LLC

CC: Joshua McCune



**GENERAL NOTES:**

- ALL VERTICAL AND HORIZONTAL STEEL BACKING MUST BE PAINTED SILVER (MATTHEWS PAINT - 18088 LRV 51.9).
- TENANT SIGN CONTRACTOR TO FIELD VERIFY EXACT LOCATION OF ELECTRICAL STUB-OUT.
- SIGNS MUST BE COMPRISED OF CHANNEL LETTERS AND MUST BE LOCATED TO THE SOUTH END OF THE CANOPY.
- TENANT'S CONTRACTOR TO PROVIDE SIS STRUCTURAL CALCULATIONS, POST CONNECTION DETAILS, AND SIGNAGE DESIGN FOR LANDLORD'S APPROVAL.
- REFER TO TENANT CRITERIA HANDBOOK AND SIGN EXHIBIT FOR ADDITIONAL REQUIREMENTS.
- TENANT'S SIGNAGE LENGTH IS PERMITTED TO BE 75% OF THEIR CANOPY FRONTAGE. SEE BELOW FOR CLARIFICATION.

TENANT	CANOPY FRONTAGE	MAX. SIGN LENGTH
D1	39'-4"	29'-6"
D2	43'-11"	32'-11"
D3	49'-8"	37'-3"
D4	67'-7"	50'-8"



Regis J. Korba AR 0015112 Victor K. Yue AR 0013087

Issue: \_\_\_\_\_ Date: \_\_\_\_\_



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APPLICANT: **COCONUT CREEK DEVELOPMENT LLC**  
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Date: SOUTH WEST CORNER OF LYONS ROAD AND WILES ROAD, COCONUT CREEK, FLORIDA  
Drawn: S.A.  
Checked: K.B.  
Date: 05-17-09

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