

# **TRANSMITTAL**

19077 date: 2020.05.18 project no.: to: Natasha Josiah project name: Township Plaza company: City of Coconut Creek FL telephone: 786.879.8882 x304 address: Coconut Creek City Hall fax: 786.350.1515 distribution: e-Submittal 4800 West Copan Rd. Coconut Creek, FL 33063 subject: Township Plaza prepared by: Raphael Colone Submittal for Administrative Site Plan Approval – Modification Revision 2 – Highlighted in RED. Transmitted by: X Attached **Under Separate Cover Standard Mail** FedEx Messenger **UPS** Other Fax E-mail By Hand We are sending you: Other **Prints** imes Plans **Copies Sketches Reproducibles** Originals **Tracings** Samples **Shop Drawings Specifications Copy of Letter** Computer Disk (s) **Submittals Cert. of Payment Application for Payment Change Order GENERAL PART 1:** PRE DRC meeting – Held 7/23/2019. Completed. Follow up Meetings – Held 1/23/20 and 2/10/20. Completed. Gather Application Information (property info., agent, Etc.). Completed. **GENERAL PART 2:** Letter of Transmittal (List Docs) Include detail summary of request. Please refer to the following: (Town Center - Transmittal.pdf) Legal Description (If current survey is not provided)-Survey is enclosed. No other Legal Description enclosed. Please refer to the following: (070-SURV-1.0- Town Center-Survey.pdf) - REV 2 (071-SURV-2.0- Town Center-Survey.pdf) - REV 2 (072-SURV-3.0- Town Center-Easement Letter.pdf) (073-SURV-4.0- Town Center Survey.pdf) - NEW REV 2 Proof of Ownership (BCPA, Bill of sale, Warranty Deed) Proof of Ownership is included. Please refer to the following: (Town Center - Proof of Ownership.pdf)



#### • Agent of Authorization:

Agent Authorization from Property Owner is included,

Please refer to the following:

(Town Center - Agent Authorization.pdf)

• Justification Statement addressing the standards established in the City's Land Development Code per Section 13-549.

Justification Statement is included,

Please refer to the following:

(Town Center – Justification Statement .pdf)

#### **GENERAL PART 3:**

#### • Site Plan – As needed.

We are currently asking for a Site Plan modification and a Landscape Plan modification to the existing approved plans for the site via an Administrative Approval.

• Signed and Sealed Survey.

Signed & sealed Survey is enclosed. No other Legal Description enclosed.

Please refer to the following:

(070-SURV-1.0- Town Center-Survey.pdf) - REV 2

(071-SURV-2.0- Town Center-Survey.pdf) - REV 2

(072-SURV-3.0- Town Center-Easement Letter.pdf)

(073-SURV-4.0- Town Center Survey.pdf) - NEW REV 2

#### Building Elevations – As needed.

Architectural elevations are enclosed.

Please refer to the following:

(090-A-2.01- Town Center-Elevations.pdf) REV 1

(091-A-2.02- Town Center-Elevations.pdf) REV 1

(092-A-2.03- Town Center-Elevations.pdf) REV 1

(092-A-2.04- Town Center-Elevations.pdf) REV 1

#### • Tree Survey – As needed.

A Tree Disposition Plan is enclosed. Our Landscape Architect visited the site with the old Landscaping Plan and verified the trees on site. Please refer to the following:

(170-TD-1- Town Center-Tree Disposition Plan.pdf) REV 1

#### • Landscaping Plan – As needed.

We would like to make some landscaping improvements to the area directly in front of the building façade. We are requesting that modification can be made to the existing approved site plan in record. Please refer to the following:

(190-LP-1-Town Center-Landscaping.pdf) REV 2

(191-LP-2-Town Center-Landscaping.pdf) REV 1

(192-LP-3-Town Center-Landscaping.pdf) REV 1

(193-LH-1-Town Center-Hardscape Plan) NEW Rev 2

(194-LH-2-Town Center-Hardscape Details) NEW Rev 2

(195-LL-1-Town Center-Lighting Plan) NEW Rev 2

#### Preliminary Civil Engineering Plans – As needed.

No civil work will be completed on this facade improvement project.

Outdoor Café – refer to applicable guidelines at Municode Section 13-380- As needed.

No Outdoor Café request is being requested at this time for this project.



#### New lighting at building façade -

New lighting is being considered for the façade improvements for this project. No existing parking lighting will be modified. We have modified our light fixtures to reflect light downward only and comply with the dark sky ordinance and Sec. 13-374 of the Code. New photometric plans have been developed to meet the requirements given during the Development Review Committee (Review #2).

(210-PH-1.0-TOWN CENTER - PHOTOMETRIC PLAN) REV 2

#### New Architectural Site Phasing Plan

New sheet CS-03, has been added to show new crosswalk location & details at SE corner of property, standard ADA ramp details, and general phasing of project construction.

(004-CS-3.0-TOWN CENTER – ARCHITECTURAL SITE PHASING PLAN) NEW -REV 2

#### • New Electrical Detail, Notes & Riser Sheet

New sheet E2-1, has been added to show dimmer panel model & notes.

(153-E2-1-TOWNSHIP-PLAZA- ELECTRICAL DETAIL, NOTES & RISER) NEW REV 2

#### **GENERAL PART 4:** Detail Summary of Request:

The existing Township Plaza center is currently outdated with regards to its architecture, style, and landscaping. The arcade and landscaping area are currently blocking passage to the patrons and blocking visibility to the existing tenants. We are currently asking for an administrative site plan approval modification and a landscape plan modification in order to bring the center up-to-date with a more contemporary design style which will create a greater value for the community.

We are proposing some building façade improvements with minimal effects on the existing structure as well as some improvements to the existing landscaping areas. Some of the key points we would like to highlight are that no additional square footage will be added to any existing buildings, no demolition of the existing façade will take place due to budget restrictions, and that only the attachment of light gauge metal to the existing reinforced concrete structure will be used to create new tower features. The architectural scope will include but not be limited to light gauge metal work, stucco, canopies/louvers, new paint color, and lighting. Generally, the scope of work will only include the façade with minor pedestrian & landscaping improvements.

The overall site impact for this project will be minimal. The existing parking lot, parking landscaping, and parking site lighting will remain intact and will not be changed. One of the main goals is to create exterior seating areas which will create "a sense of space or placemaking". Another goal is to increase visibility to the storefronts. Low plantings have been added to minimize the visual blocking of the storefronts. We will also be keeping the tall palms throughout the site and only removing a few at the two extreme ends of the center. The overall landscaping square footage will remain close to the existing number. We will only be updating the plantings and adding some additional trees.



All proposed light fixtures for the project will light up below the fixture and will comply with all city ordinances including the dark sky ordinance. They will also be L.E.D. fixtures for energy conservation, and the specifications can be found at the end of the *Comment Response* letter for the DRC (Review #1) Comments. Parking lighting improvements are also currently being made under a separate permit (**Permit #19002269**), and are not part of the scope of this permit or project. **The scope of work for this permit will include from building immediate curb towards the building façade/storefront only.** 

Finally, all signage work will be completed under separate permit. All removal of façade signage, temporary signage, new façade signage, or ground sign signage will be under separate permit by others, and will need to be coordinated by owner rep and signage company.

#### **GENERAL PART 5:** List Of Drawings (Revision Items in RED)

	Required Documents				
Sort Order	Sheet Type	Sheet ID Abbrev	Sheet # / Pgs.	Rev.	Description
000	Transmittal/ Summary		1-5 Pgs.	Rev2	Town Center – Transmittal.PDF
000	Proof of Ownership		6-8 Pgs.		Town Center – Proof of Ownership
000	Agent Authorization		9-10 Pgs.		Town Center – Agent Authorization
000	Response Letter		11-13 Pgs.	Rev2	Response Letter to DRC Comment (Review #1)
000	(AA Check List)		14 Pg.		Town Center – Administrative Approval (AA) Check List, & Justification Statement
	Required Plans				
Sort Order	Sheet Type	Sheet ID Abbrev	Sheet # / Pgs.		Description
001	Cover Sheet	CS	CS.00	Rev1	001-CS-0.00-Town Center-Cover Sheet.pdf
002	Index Sheet	CS	CS.01	Rev1	002-CS-0.01-Town Center-Index of Drawings.pdf
004	Arch. Site Phasing Plan	CS	CS.03	Rev2	004-CS-0.03-Town Center-Arch. Site Phasing Plan.pdf
070	Survey	SURV	SURV1.0	Rev2	070-SURV-1.0- Town Center-Survey.pdf
071	Survey	SURV	SURV2.0	Rev2	071-SURV-2.0- Town Center-Survey.pdf
072	Survey	SURV	SURV3.0	Rev1	072-SURV-3.0- Town Center – Easement Letter



		1	1		
073	Survey	SURV	SURV4.0	NEW	073-SURV-4.0-Town Center – Survey.pdf
				Rev2	
090	Architectural	Α	A2.01	Rev1	090-A-2.01- Town Center-Elevations.pdf
091	Architectural	Α	A2.02	Rev1	091-A-2.02- Town Center-Elevations.pdf
092	Architectural	Α	A2.03	Rev1	092-A-2.03- Town Center-Elevations.pdf
093	Architectural	Α	A2.04	Rev1	092-A-2.04- Town Center-Elevations.pdf
153	Electrical	E	E2.1	New Rev2	153-E2-1- Town Center - ELECTRICAL DETAIL, NOTES & RISER
170	Tree Disposition	TD	TD.1	Rev1	170-TD-1- Town Center-Tree Disposition Plan.pdf
190	Landscape Plan	LP	LP.1	Rev2	190-LP-1-Town Center-Landscaping.pdf
191	Landscape Plan	LP	LP.2	Rev1	191-LP-2-Town Center-Landscaping.pdf
192	Landscape Plan	LP	LP.3	Rev1	192-LP-1.0-Town Center-Landscaping.pdf
193	Landscape Hardscape Plan	LH	LH.1	NEW Rev2	193-LH-1-Town Center-Hardscape Plan.pdf
194	Landscape Hardscape Plan	LH	LH.1	NEW Rev2	143-LH-1-Town Center-Hardscape Details.pdf
195	Landscape Lighting	LL	LL.1	NEW Rev2	144-LH-1-Town Center-Lighting Plan.pdf
210	Photometric Plan	PH	PH1.0	Rev2	210-PH-1.0-Town Center-Photometric Plan.pdf

This information is transmitted below:				
For Approval For Your Use Rejected	As Requested For Bids Due Revise & Resubmit	For Review Reviewed With Notations No Review Required by Architect	Reviewed Approved Other	
Remarks:				

Please contact Yvan Polonio should you have any questions or concerns.

# OWNER TOWNSHIP PLAZA HOLDINGS LLC

18851 NE 29 AVE SUITE 1011 AVENTURA, FL 33180 Broward County Commission Deed Doc Stamps: \$70700.00

> Prepared by: Joel S. Piotrkowski, Esquire Green & Piotrkowski, LLC 317 - 71st Street, Miami Beach, FL 33141

Return to: Joanna Plessis, Esq. Serber & Associates, P.A. 2875 N.E. 191st Street Suite 801 Aventura, FL 33180

Tax ID Number: 4842-20-03-0170

#### **WARRANTY DEED**

THIS INDENTURE made this 7<sup>th</sup> day of March, 2019, between TOWNSHIP SHOPPERS, LLC, a Florida limited liability company, party of the first part, whose post office address is 845 NE 79<sup>th</sup> Street, Miami, FL 33138 and TOWNSHIP PLAZA HOLDINGS LLC, a Delaware Limited Liability Company, whose post office address is 18851 N.E. 29<sup>th</sup> Avenue, Suite 1011, Aventura, Florida 33180, party of the second part.

WITNESSETH, That said party of the first part, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other good and valuable consideration to it in hand paid by said party of the second part, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said party of the second part, its successors and assigns forever, the following described land, situate and being in the County of BROWARD, State of Florida, to wit: See Exhibit "A" attached hereto and made a part hereof.

#### SUBJECT TO THE FOLLOWING:

- 1. Conditions, restrictions, covenants, limitations and easements of record, but without the intention of reimposing same;
- 2. Applicable governmental zoning ordinances;
- 3. Real estate taxes for the year 2019 and subsequent years.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining.

AND the said party of the first part does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the party of the first part has hereunto set its hand and seal the day and year first above written.

(See Separate Signature Page)

Signed, Sealed and Delivered	
in the presence of:	
	TOWNSHIP SHOPPERS, LLC, a Florida
Print Name: Jeft Hall	Limited Liability Company
	By: Hally
Print Name: 15 1/ Missileuf	Roy Mussaffi, Manager
STATE OF FLORIDA )	
:SS. COUNTY OF MIAMI-DADE )	
	rn to, subscribed and acknowledged before me, 2019, by Roy Mussaffi, Manager of
TOWNSHIP SHOPPERS, LLC, a Florida	limited liability company, who is personally
known to me or who has produced	and who did take an oath.
JEFF HALL	Notary Public
Notary Public - State of Florida	1
Commission # Gd Ay 4, 2021 My Comm. Expires May 4, 2021	

.

تن

H19000105133

# ARTICLES OF ORGANIZATION FOR S2 TOWNSHIP PLAZA PARTNER, LLC (A Florida Limited Liability Company)

#### ARTICLE I - Name:

The name of the limited liability company is S2 TOWNSHIP PLAZA PARTNER, LLC (the "Limited Liability Company").

#### **ARTICLE II - Duration:**

The period of duration for the Limited Liability Company shall commence on the date on which these Articles of Organization are filed with the Department of State of the State of Florida, and shall be perpetual.

#### ARTICLE III - Purpose:

The Limited Liability Company is formed to engage in any lawful act or activity for which limited liability companies may be organized under the Florida Limited Liability Company Act (Section 605.0201, et. seq., Florida Statutes).

#### ARTICLE IV - Address:

The mailing address of the Limited Liability Company shall be 2875 NE 191st. Street, Suite 801 Aventura, Florida 33180.

The street address of the principal office of the Limited Liability Company shall be 2875 NE 191st. Street, Suite 801 Aventura, Florida 33180.

#### ARTICLE V - Management:

The management of the Limited Liability Company is reserved to the members. The managers of the Limited Liability Company are:

MGR: S2 Development, LLC 18851 NE 29 Avenue, Suite 1011 Aventura, FL 33180

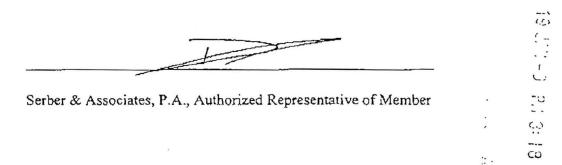
#### ARTICLE VI - Registered Agent:

The registered agent for service of process on the Limited Liability Company shall be Serber & Associates, P.A., 2875 NE 191st. Street, Suite 801, Aventura, Florida 33180.

#### ARTICLE VII - Debt and Contractual Liability

Any member may contract debt and/or incur contractual liability by or on behalf of the Limited Liability Company.

IN WITNESS WHEREOF, in accordance with section 605.0203 (1) (b), F.S., the undersigned hereby affirms under the penalties of perjury that the facts stated hereinabove are true. He is aware that any false information submitted in a document to the Department of State constituted a third degree felony as provided for in s.817.155, F.S. The undersigned have executed this instrument as of this 09 of January, 2019.



#### ACCEPTANCE OF DESIGNATION AS REGISTERED AGENT

Having been named as registered agent and to accept service of process for the above stated Limited Liability Company at the place designated in this certificate, Serber & Associates, P.A., hereby accepts the appointment as registered agent and agrees to act in this capacity. He further agrees to comply with the provisions of all statutes relating to the proper and complete performance of his duties, and states that is familiar with and accepts the obligations of his position as registered agent as provided for in Chapter 605, F.S.

Dated this 09 of January, 2019.

Serber & Associates, P.A., Registered Agent



#### **COMMENT RESPONSE**

June 08, 2020

Building Department Planning & Zoning - AA Coconut Creek City Hall 4400 West Copan Rd. Coconut Creek, FL 33063

**RE:** Process # AA-191100006 – Revision #2

Township Plaza 4400 West Copan Rd. Coconut Creek, FL 33063

**Dear Building Officials,** 

Following please find the narrative response to the revised sheets for the above referenced project. Should you have any questions, concerns or if any comments may be quickly resolved and/or clarified over the telephone, please feel free to contact us immediately. We will gladly assist you in any way to be able to expedite and have the plans approved as soon as possible. We appreciate your attention in this matter.

#### **BUILDING (04/09/2020 Sean Flanagan)**

1. Approved. This approval shall not imply full compliance with the Florida Building Code. Submittal of a building permit application and plans are required for review for a building permit.

#### **ENGINEERING (04/09/2020 Eileen Cabrera & Mohammed Albassam)**

- 1. Show existing utilities on plans, it appears that the proposed walkway pavers on the SE corner may be in conflict with existing water valve boxes, if it does, the boxes elevations may need to be adjusted.
  - Response: Understood. Please see the enclosed Site Survey showing the existing
    utility boxes. The new pavers were in conflict in the SW of the property with a utility
    box, and have been shifted in order to leave the utility boxe in place. No other utility
    boxes were in conflict. (Rev. 2)
- You may use the City Mapping System (GIS) to locate all existing city utilities: https://gis.coconutcreek.net/freeance/Client/PublicAccess1/index.html?appconfig=coconutsas
  - Response: Understood and used.
- 3. Please clarify if the proposed pavers walkways are connected to the existing sidewalks, if it does, it must be ADA compliance.
  - Response: The proposed new pavers walkways will be connected to existing sidewalks and will have a flush connection to the existing sidewalks. We have updated the landscaping detail to show the removal of grass in between the pavers and have replaced with a different color paver to keep the same look but be ADA compliant. Please see the revised landscaping plans & details. (Rev. 2)



4. Show the existing ramp on the SE corner, the ramp missing a crosswalk.

Response: The existing ramp is currently shown on the survey details and two standard ADA ramp details have been added to the Architectural Site Phasing Plan. Cross walk has been added to the Architectural Site Phasing Plan. (Rev. 2)

#### FIRE (04/09/2020 Jeff Gary)

- 1. Approved.
  - Response: Acknowledged.

#### **GREEN**

- 1. Approved.
  - Response: Acknowledged.

#### LANDSCAPING (04/09/2020 Scott Peavler)

#### **PLANNING AND ZONING:**

- 1. Approved.
  - Response: Acknowledged.

#### GENERAL COMMENTS (04/09/2020 Liz Aguilar & Natasha Josiah)

- 1. If proposed pavers on the southeast and southwest corners are to provide pedestrian connectivity, please identify on plans. (See Engineering comments for ADA requirements).
  - Response: Understood. They do provide pedestrian connectivity. These two areas shown on the Architectural Phasing Site Plan will be demolished and re-done per the standard ADA ramp details shown & guidelines. (Rev. 2)
- 2. Additional comments may be provided upon review of any revised documents.
  - Response: Acknowledged.

#### PHOTOMETRICS (02/10/2020 AMY EDWARDS)

- 3. Sec.13-374 (2) d 2 All exterior lighting, alone or in aggregate, shall not exceed 10 footcandles. Max FC noted as 19.5. Revise plans accordingly.
  - Response: The Photometric Plan has been corrected to show no more than the required. (Rev. 2)
- 4. Sec.13-374 (2) d 11 Address how the required reduction to a maximum of 1 footcandle will be achieved after hours. Sheet does not have timer information or note.
  - Response: Please refer to the revised Electrical Sheet showing the lighting control system and dimming capabilities. (Rev. 2)
- 5. As a reminder, per the lighting ordinance, wallpacks and flood lighting are prohibited.
  - Response: Please note that no wall packs are being used. We have selected an L.E.D. wall sconce that throws light downward. Please refer to the attached lighting specs. They all have dimming capabilities.



- 6. Cannot locate cut sheets. Provide fixture cut sheets.
  - Response: The lighting specification were previously submitted on revision #2 under the (000-Town Center-Transmittal & Supporting Documents Binder). However, we have separated them into their own PDF file for ease for better visibility.
- 7. Be advised that the site lighting will be measured in the field using a light meter to ensure that the 10 fc limit is not exceeded. The building C.O. is predicated on meeting this requirement.
  - Response: Acknowledged. <u>Parking lighting under separate permit (Permit</u> #19002269), and Signage under separate permit".
- 8. Contact Linda Whitman at 954-973-6756 or by email at <a href="mailto:lwithman@cooconutcreek.net">lwithman@cooconutcreek.net</a> for any questions.
  - Response: Acknowledged

#### **END OF COMMENT RESPONSE**

M:\MODIS - Drawings\2019 - Drawings\19077 - Township Plaza\Narratives\2020.04.17 Rev 2\19077-Comment Response Revision 2.docx



#### **DEPARTMENT OF SUSTAINABLE DEVELOPMENT**

4800 WEST COPANS ROAD COCONUT CREEK, FLORIDA 33063

## **ADMINISTRATIVE APPROVAL (AA) CHECK LIST**

All items must be checked and addressed **BEFORE** submittal. This checklist is provided to assist in preparing a complete application which can be processed and reviewed more efficiently.

REQUIREMENT CHECKLIST						
	Checklist / Documents	File Name and Type SQ# - Sequential Numbers, see User Guide				
ERAL IT 1						
GENERAL PART 1	☐ Gather Application information (Property info, agent info, etc.)					
SUPPORTING DOCUMENTS PART 2	□ Letter of transmittal (list docs submitted) INCLUDE detail summary of request	Transmittal.pdf				
	□ Legal description (if current survey is not provided)	Legal Description.pdf				
	☑ Proof of Ownership (BCPA, Bill of Sale, Warranty Deed)	Ownership.pdf				
	□ Agent authorization from property owner	Authorization.pdf				
SUPI	□ Justifications statement addressing the standards established in the City's Land Development Code per Section 13-549, please see following page for form.	Justification.pdf				
	☐ Site plan – as needed	SQ#-SP1.0-Project Name.pdf				
		SQ#-SURV-Project Name.pdf				
NTS	□ Building elevations – as needed	SQ#-A3.0-Project Name.pdf				
PLAN DOCUMENTS PART 3		SQ#-TS1.0-Project Name.pdf				
DOCU	□ Landscape plan – as needed	SQ#-LP1.0-Project Name.pdf				
Z	☐ Preliminary Civil Engineering plans – as needed	SQ#-C1.0-Project Name.pdf				
ā	Outdoor Café – refer to applicable guidelines at Municode Section 13-380: <a href="https://www.municode.com/library/fl/coconut_creek/codes/code">https://www.municode.com/library/fl/coconut_creek/codes/code_of_ordinances?nodeId=PTIICOOR_CH13LADECO_ARTIIIZORE_DIV4ACUSST_SDIINGE_S13-380OUDIOUCA</a>					
*** Refer to User Guide for the complete description for the proper File Naming Convention ***						
FEES						
	\$1000AA Site Plan Modification \$1000Site Plan 12 Month Extension \$ 250Outdoor Café (fenced in, not on sidewalk) \$ 50Outdoor Dining (sidewalk)					



#### **DEPARTMENT OF SUSTAINABLE DEVELOPMENT**

4800 WEST COPANS ROAD COCONUT CREEK, FLORIDA 33063

### **AA JUSTIFICATION STATEMENT**

Please fill out the following in COMPLETE DETAIL, a restatement does not satisfy code requirements.

MOD	IFICATIONS TO APPROVED SITE PLAN (SECTION 13-549)
1.	The modification does not substantially alter the intent and character of an approved site plan.  No. The modification is an improvement to the façade by enhancing some façade aesthetic components, providing architecural lighting improvements & enhancing some of the existing landascapong areas.
2.	Any additional structures contemplated by any modification shall clearly be accessory to a principal use or structure.
	No additional enclosed srucute or additional SF added to the existing site plan.
3.	Any modification shall not generate additional off-street parking or intrude into approved off-street parking areas.
	No additional enclosed structure or additional SF added to the existing site plan in which additional parking will not be required.
4.	Any modification shall not substantially alter approved on or off-site schematic engineering.
	Modifications will not alter on or off-site schematic engineering.
5.	Enhancement landscape plans that do not substantially after the intent and character of an approved landscape plan.
	It does not. Refer to landscape drawings. The propsoed enhancememt improve the quality of hardacape and landscape areas.