

City of Coconut Creek

InterOffice Memorandum

To: File PZ 08080003

Date: November 3, 2009

From: Jim Hetzel
MainStreet Project Coordinator

Subject: The Promenade at Coconut Creek
Modification to Site Plan

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

