

Community Development Department Planning Division

1601 NW 136 Avenue, Building A, Sunrise, FL 33323

Phone: (954) 746-3271

Fax: (954) 746-3287

www.sunrisefl.gov

AskZoning@sunrisefl.gov



Minutes

Development Review Committee (DRC) Meeting

Date of Meeting: May 3, 2023

Location: Osprey Conference Room
Community Development Department
1601 NW 136 Avenue, Building A
Sunrise, FL 33323

Project Information:

1. Approval of DRC Minutes: April 5, 2023 DRC Meeting Minutes were approved unanimously.
2. Public Comments: No members of the public were present.
3. New Business:

a. Solterra / Revised Development Agreement

DEVAG-000154-2023

Applicant Name: James Wright, P.E., CC Hommes at Sunrise LLC
Agent Name: Matthew Edge, Craven, Thompson & Associates, Inc.
Proposed Use(s): Single and multi-family residential development
Current Zoning: CR (Commercial Recreation District), RM-25 (Higher Density Multiple-family Residential District) and RM-10 (Low Medium Multifamily Residential District)
Location: Bounded on all sides by Aragon Boulevard, E. Sunrise Lakes Drive and NW 36 Place (Formerly Sunrise Golf and Country Club)
Planner(s): Kaitlyn Forbes, AICP, CNU-A, Transystems (Consultant) / Matthue Goldstein (City of Sunrise)

The applicant team and DRC staff members (see below contact information list) discussed comments for the proposed Revised Development Agreement application

Ms. Shannon, Ley, Director of Community Development, noted to make sure that all information in original Development Agreement (“DA”) is included in the updated submissions – all information must be maintained. Mr. Jimmy Wright, CC Homes at Sunrise LLC, noted the Community Development District (“CDD”) will be added to DA. Mr. Jim Koeth, Assistant Director/City Planner, noted language should be added in case the CDD ceases to exist, the developer/owner will be responsible. Mr. Wright will look into it further. Mr. Wright will request a budget for the approximate amount for park maintenance to which Ms. Ley added that a maintenance agreement will need to be drafted, discussed and reviewed. Mr. Wright agreed.

Planning comment A.8. regarding ownership by the City but maintained by CDD, was discussed and clarified. Ms. Ley reminded Mr. Wright to provide the annual report prior to City Commission meeting. Mr. Wright agreed.

b. Solterra / Rezoning

RZ-00097-2023

Applicant Name: James Wright, P.E., CC Hommes at Sunrise LLC
Agent Name: Matthew Edge, Craven, Thompson & Associates, Inc.
Proposed Use(s): Single and multi-family residential development
Current Zoning: CR (Commercial Recreation District), RM-25 (Higher Density Multiple-family Residential District) and RM-10 (Low Medium Multifamily Residential District)
Proposed Zoning: Planned Unit Development (PUD) District
Location: Bounded on all sides by Aragon Boulevard, E. Sunrise Lakes Drive and NW 36 Place (Formerly Sunrise Golf and Country Club)
Planner(s): Kaitlyn Forbes, AICP, CNU-A, Transystems (Consultant) / Matthue Goldstein (City of Sunrise)

The applicant team and DRC staff members (see below contact information list) discussed comments for the proposed Rezoning application.

Ms. Ley discussed the proposed 38' residential lots. Mr. Wright the discussed footprint of homes on the 38' lots. Mr. Ravi Ramgulam, City Engineer, discussed drainage for those lots. Mr. Wright responded that the lots would be graded in order to provide drainage

Ms. Ley discussed comment A.29. regarding open space—in addition to noting that the proposed park will not be included in the overall acreage but identified for open space purposes.

Affordable housing, comment A.34. was discussed. Mr. Wright noted the affordable housing will have its own amenity, but the rest of community will pay for the main clubhouse. If the affordable housing area wants to use the main clubhouse, it will be required to pay a fee as well. In addition, the affordable housing area will be rental. Ms. Ley and Mr. Koeth discussed the affordable unit type and whether to include an option for garages. Mr. Wright will review and follow-up with Staff. Ms. Ley noted all the information discussed must be updated in the application. Ms. Ley also noted the importance of how equitability needs to be stressed in application

Ms. Ley discussed pervious area, Planning comment A.27. Mr. Wright explained the calculations based upon the totality of area and between units, as units with and without garages will affect the overall numbers. Ms. Ley stated additional justification will be required in the narrative.

On page 9, of the Rezoning application Ms. Ley noted further discussion will be required regarding setbacks.

Page 11 of the Rezoning application, comments A.21. through A.24 were discussed. Mr. Wright noted garages range from 1 -2 cars, plus there will be parking in driveways as well as guest parking. Ms. Ley noted the application must be updated to identify exact parking counts per unit (min. two-car driveway w/ dimensions), guest parking, etc. Ms. Kaitlyn Forbes, City Planning consultant with Transystems, asked about on-street parking. Mr. Wright stated the project would not restrict parallel parking, nor parking (parallel) on the driveway apron. Additional discussion persisted including homeowner association (“HOA”) documents must include language restricting garages to be used for automobiles only. In addition, Mr. Wright will correct garage dimensions within the application.

Ms. Forbes asked about landscaping within the front of homes where easements are located. Mr. Wright discussed how planting will be provided outside of the easement. Ms. Megan Kaufold, Deputy Director of Community Development, also noted interference with car doors being opened adjacent to light poles.

Ms. Ley stated the application requires bike parking, per comment A.23. Mr. Wright will provide an update in the application as required. Ms. Ley also discussed comment A.24. and requested 2%. Mr. Wright agreed and will update the application and identify if EV will be counted towards required spaces.

Mr. Ramgulam discussed Engineering comment A.7. and asked if the exception was for single-family or townhouses, and asked to expand on any justifications. Mr. Wright agreed to provide the necessary response.

Comment A.9. Ms. Ley requested visual cross sections for the buffer. Mr. Wright will provide further narrative for buffer requirement as well as Open Space criteria requirements and state how older trees are being saved. Graphical representation should be included in the Master Plan.

Mr. Koeth discussed multi-use paths as to why some are in front and in back of homes. Mr. Wright explained the paths are based on best Crime Prevention Through Environmental Design (CPTED) practices.

Regarding Engineering comment A.10., Ms. Ley asked about bus stop improvements on Oakland Park Boulevard. Mr. Wright stated there are no plans to upgrade.

Planning comment A.15., Ms. Ley requested additional/expanded information on design standards. Ms. Forbes asked about townhouse elevations. Mr. Wright noted each building will be the same style but those styles have yet to be confirmed. Mr. Wright will make sure there is no monotony.

For Planning comment A.33., Mr. Koeth discussed sustainability and green certifications, and noted that even if the applicant is not going for certification, information must be provided as to what they could have received credit for. Mr. Wright acknowledged and will provide the requested information.

Ms. Ley noted comment A.29. of application needs to be expanded – discuss pocket parks, dog areas, etc., as well as Planning comment A.30. Mr. Wright acknowledged and will expand accordingly. Staff will follow-up with regards to mural options. Additional public art locations near or inside the proposed park, as well as potential for art should be more practicable (climbing, etc.).

Mr. Ramgulam requested further information for comment A.5. Mr. Wright and Mr. Ryan Palonka, CC Homes, will update and include in HOA documents.

Ms. Ley, Mr. Koeth and Mr. Wright discussed timing for construction of models, perimeter buffers and amenities.

c. Solterra / Master Plan

MP-000157-2023

Applicant Name: James Wright, P.E., CC Hommes at Sunrise LLC
Agent Name: Matthew Edge, Craven, Thompson & Associates, Inc.
Proposed Use(s): Single and multi-family residential development
Current Zoning: CR (Commercial Recreation District), RM-25 (Higher Density Multiple-family Residential District) and RM-10 (Low Medium Multifamily Residential District)
Location: Bounded on all sides by Aragon Boulevard, E. Sunrise Lakes Drive and NW 36 Place (Formerly Sunrise Golf and Country Club)
Planner(s): Kaitlyn Forbes, AICP, CNU-A, Transystems (Consultant) / Matthue Goldstein (City of Sunrise)

The applicant team and DRC staff members (see below contact information list) discussed comments for the proposed Master Plan application

Fire comment A.1. was discussed regarding lane width. Cross section for guardhouse and emergency ingress/egress will be provided. It was also noted that eleven-foot (11') travel lanes with two-foot (2') curb gutters and five-foot (5') sidewalks plus eight-foot (8') swales (for shade trees) are required. These features will need to be added to the Rezoning application.

Traffic did not have any concerns; but Mr. Wright was asked to modify the language to include language about a traffic study.

Ms. Susie Malken, Fire Captain, discussed Fire comment A.5. regarding two roundabouts/cul-de-sacs. Mr. Wright acknowledged and will provide additional details.

Mr. Wright discussed utility easements with regards to gas line location and comments A.6. through A9. Single-family homes and the clubhouse will have gas, however the townhomes will not. Mr. Rob Norona, City of Sunrise Gas, noted that gas lines will probably run along both sides of the street. Further discussion about the gas meter location ensued with Mr. Wright's desire to keep meters at the same location for all unit types. HOA documents regarding fencing and location of gas meter was discussed and it was noted that units cannot have a fence in front of the meter.

Ms. Forbes and Mr. Wright discussed comment A.19. regarding the sales trailer, parking and temporary fences. Staff will discuss how to move forward with this (Admin Rev, etc.) – Mr. Wright stated he has no problem with whatever process is decided.

Planning comment A.21. guest parking locations was discussed and it was noted that they are randomly dispersed, but Mr. Wright will look into spacing them out more.

Mr. Ramgulam discussed Land Development Code (LDC) Section 16-39 and noted comments D.1., E.1. and E.2. Mr. Wright stated he understood and will be addressed.

Ms. Forbes discussed enclosures, or additional features, regarding comment A.37. Mr. Wright and Mr. Palonka will provide additional information on plans and include in HOA documents.

Ms. Forbes asked about the requirements for lot specific or boundary plat. Ms. Ley noted there is not an LDC requirement and Mr. Wright noted the project will be lot specific.

Ended at 12:45p

CITY OF SUNRISE - DEVELOPMENT REVIEW COMMITTEE

Meeting Date: May 3, 2023



Name	Agency/Business Name	Phone	Email
Michele Newman	Sunrise Fire	9-572-2369	mnewman@Sunrise-fl.gov
ROBERT NOBONA	SUNRISE GAS	9-572-2296	RNOBONA@SUNRISE.FL.GOV
Katlyn Forbes	Transystems	954 475 3070	KForbes@Transystems.com
JIM KEESH	Community Planning	11 796 3279	JKEESH@SUNRISE.FL.GOV
Matthie Goldstein	City of Sunrise - Planning	954-746-3291	mgoldstein@sunrisefl.gov
SUSIE MALKEN	SUNRISE FIRE	9-572-2360	Smalken@Sunrise-fl.gov
Ravi Rangulam	City of Sunrise	9-746-3285	rrangulam@sunrisefl.gov
Shannon Ley	"	9-746-3288	sley@sunrisefl.gov
Matt Edge	Craven Thompson	9-739-6400	medge@craventhompson.com
JUSTIN RIETEMA	Craven Thompson	954-739-6400	JRIETEMA@CRAVENTHOMPSON.COM
RYAN PALONKA	CC HOMES	786-334-8116	RPALONKA@CCHOMES.COM

Name	Agency/Business Name	Phone	Email
JIMMY WRIGHT	CC HOMES		JWRIGHT@CCHOMES.COM
MEGHAN KAUFOLD	CITY OF SUNRISE	954- 846 -3292	M.KAUFOLD@SUNRISEFL.GOV
Chad Edwards	Craven Thompson	954-739-6400	cedwards@craventhompson.com
Matthew Novack	Craven Thompson	(954) 739-6400	mnovack@craventhompson.com