

# Community Development Department Planning Division

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## Minutes

### Development Review Committee (DRC) Meeting

**Date of Meeting:** October 25, 2023  
**Location:** Osprey Conference Room  
Community Development Department  
10770 W. Oakland Park Boulevard, 2<sup>nd</sup> Floor  
Sunrise, FL 33351

#### Project Information:

1. Approval of DRC Minutes: May 3, July 12 and September 6, 2023 DRC Minutes were approved unanimously.
2. Public Comment: No members of the public were present.
3. New Business:

**a. Sunrise Town Center – Grocer/ Revised Site Plan RSP-306-2023**

Applicant Name: BRE Mariner Sunrise Town Center LLC  
Agent Name: Scott Backman, Esq. and Sara Thompson, Esq., Dunay, Miskel and Backman, LLP  
Proposed Use(s): Retail  
Current Zoning: B-3 (General Business District)  
Location: 3400-3548 N. University Drive  
Planner: Matthue Goldstein

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

Mr. Michael Troxell, Thomas Engineering Group, asked for clarification on Fire Comment A.4. Ms. Michele Newman, City of Sunrise – Fire, stated the applicant shall provide the overall site information as well as the specific information related to the proposed site changes.

Mr. Troxell asked for further clarification of what was needed for Planning Comment B.4. Mr. Matt Goldstein, Planning and Zoning Manager, stated all proposed equipment and enclosures must be dimensioned and all existing equipment should be included as well. All enclosure details and distance separation from the proposed/existing building must be identified as well.

Planning Comment B.6 was discussed regarding the proposed and existing garbage/refuse areas. Mr. Goldstein and Mr. Ravi Ramgulum, City Engineer, noted that the comment referred to the proposed enclosures and the applicant must contact Republic Services to get confirmation related to garage truck circulation and back-up area.

Mr. Scott Backman, Dunay, Miskel and Backman, LLP, asked for clarification on Planning Comment B.7. Mr. Goldstein stated that a note on the plans must be provided, as well as clarification on the operating/testing of the proposed generator(s) via the letter of intent.

Mr. Troxell asked for clarification on Planning Comment C.3. Mr. Goldstein identified the ambiguous call-out and requested further information on what they meant.

Mr. Backman, Ms. Leigh Paull, Brixmor, and Mr. Goldstein discussed Planning Comment E.2. It was agreed to identify the exact location of the proposed rooftop mechanical equipment, and provide screening via parapets as well as provide line-of-sight for those pieces of equipment located closer to the middle of the roof. The approximate distance and a response as to how the line of sight was determined would be provided by the applicant in the letter of intent. In addition, a roof plan sheet would be added to the site plan set.

Mr. Troxell and Mr. Goldstein discussed Planning Comment E.6. regarding the type of information the City wants to see on the plans. Ms. Paull asked for clarification on what the City would like regarding Planning Comment E.8. Mr. Goldstein discussed some architectural features as well as color variations in order to break up the long wall.

Mr. Backman asked about some of the comments Staff provided regarding the letter of intent. Mr. Goldstein noted that safety and security are some of the most important factors to specifically detail – especially with regards to the Special Exception. Mr. Ramgulum also noted that traffic circulation within the site should be included in the response as well.

Mr. Backman and Mr. Ramgulum discussed the City’s traffic consultant’s comments. Mr. Ramgulum stated that the affected area must be reviewed, but the existing area should also be considered by the applicant especially for safety concerns.

Stop-bar locations within the existing and unaffected area were discussed between Mr. Troxell, Mr. Ramgulum and Ms. Guismaily Findlay, Plans Examiner. Mr. Ramgulum stated that applicant should denote those are existing conditions. Mr. Backman noted that the applicant will look into updating the existing area as much as possible. Mr. Troxell noted that the entire parking lot is slated to be re-striped in the near future.

Parking lot lighting was discussed by Ms. Findlay. Mr. Troxell and Ms. Paull stated that all lighting will be new. Mr. Ramgulum stated the applicant should mind where the poles will be placed as there are not any landscape islands, as well as numerous easements. Mr. Troxell noted the poles will be placed outside of the parking space as best as possible, as well as the existing easements. Mr. Ramgulum suggested setting up an on-site meeting with the City’s Utility Department to confirm easement location. Mr. Troxell will follow-up accordingly.

Ms. Findlay asked about the extent of the expected demolition. Mr. Troxell stated a demolition plan was provided with the Conceptual Engineering submission. Ms. Findlay and Mr. Goldstein noted a separate demolition plan would need to be provided with the site plan set. Mr. Troxell acknowledged and would provide as such.

**b. Sunrise Town Center – Liquor Store/ Special Exception**

SE-307-2023

Applicant Name:	BRE Mariner Sunrise Town Center LLC
Agent Name:	Scott Backman, Esq. and Sara Thompson, Esq., Dunay, Miskel and Backman, LLP
Proposed Use(s):	Liquor store
Current Zoning:	B-3 (General Business District)
Location:	3400-3548 N. University Drive
Planner:	Matthue Goldstein

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

Mr. Backman asked about comments regarding the Site Plan set sheets that were duplicated in the Special Exception comments. Mr. Goldstein stated that the applicant just needs to respond accordingly to those comments and can note that sheets submitted with the Special Exception will be consistent with comments associated with the Revised Site Plan.

Ended at 10:05 a.m.

**CITY OF SUNRISE - DEVELOPMENT REVIEW COMMITTEE (DRC)**

**MEETING DATE: October 25, 2023**



Name	Agency/Business Name	Phone number	E-mail address
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