



WILTON MANORS, *Island City*

2020 WILTON DRIVE, WILTON MANORS, FLORIDA 33305

COMMUNITY DEVELOPMENT SERVICES

(954) 390-2180 FAX: (954) 567-6069

Life's Just Better Here

Minutes
DEVELOPMENT REVIEW COMMITTEE (DRC)
MEETING

Tuesday, February 1, 2022 at 1:30pm

1. Roll Call

Roberta Moore, Community Development Services Director
Gary Blocker, Police Chief
Evangeline G. Kalus, City Planner
Al Bostwick, Building Official
Stefano Viola, Engineering Consultant

2. Approval of Minutes:

a. January 4, 2022

A motion was made by Committee Member Blocker and seconded by Committee Member to Viola to approved. Motion approved 5-0.

3. Public Comment:

None

4. Conditional Use:

CU 22-02

Request for conditional use approval for proposed drive through coffee shop to be located at 2690 N. Andrews Avenue.

Owner – 230 Investment LLC

Land Use – Transit Oriented Corridor West (TOC-W)

Zoning – Transit Oriented Corridor West (TOC-W)

Reviewers: Community Development Services Department, Fire Prevention Division, Emergency Management / Utilities Department, Police Department, Building Official, City Engineering Consultant, and Waste Management.

The discussion and vote for this item and SP 22-01 were combined.

Kaitlyn Mathews, Tim McKenna, and Marissa McKenna were present representing property owner and business owner, 230 Investments LLC and Joshua Orsini, Agent. Mr. Orsini made a brief presentation. City staff went over staff comments. Potential outdoor seating was discussed with property owner's representative and the lack customer parking with Committee Members. Additionally, Committee Member Viola asked whether or not Broward County has given approval of the project and it was suggested to obtain proof of the County's approval. Committee Member Kalus discussed signage and the need for potential variances. Committee Member Blocker discussed plans if cars begin to stack up on Andrews Avenue and the property owner's representative indicated that employees would go out and take orders via I-Pad to decrease stacking.

Email from President of CANA in support of project was read into the record by Committee Member Moore.

Committee Member Kalus discussed process with applicant and indicated at least one additional DRC Meeting would be required to address comments.

5. Site Plan:

SP 22-01

Request for site plan approval for interior renovation and addition to a commercial building for a new drive through coffee shop for the property located at 2690 N. Andrews Avenue.

Owner – 230 Investment LLC

Land Use – Transit Oriented Corridor West (TOC-W)

Zoning – Transit Oriented Corridor West (TOC-W)

Reviewers: Community Development Services Department, Fire Prevention Division, Emergency Management / Utilities Department, Police Department, Building Official, City Engineering Consultant, and Waste Management.

See above discussion.

A motion was made by Committee Member Viola and seconded by Committee Member Blocker to adjourn. Voice vote all in favor. Meeting adjourned.

-----Original Message-----

From: Bill Desautels <condoguyflorida@gmail.com>

Sent: Monday, January 31, 2022 7:53 PM

To: Roberta Moore <RMoore@wiltonmanors.com>

Subject: Coffee Shop on Andrews

THIS IS AN EMAIL FROM AN OUTSIDE SENDER !

Do not reply to it, click any links, or open any attachments unless you recognize the sender's email address as legitimate and know the content is safe. If you have any concerns, call the Help Desk at 2179.

To the DRC members,

I strongly encourage you to approve the conditional use requested for a new coffee shop on Andrews with a drive through. For years residents near Andrews Avenue have begged for just such an establishment. While long term Andrews Avenue needs a substantial redesign including bike lanes and fully landscaped traffic islands, this road can easily support this proposed coffee shop.

Our city leaders and staff must apply proper pressure with Broward County to transition this speedway into a roadway that's far safer than what we see today. Lanes have been significantly narrowed south of Broward Blvd, while to our north Oakland Park was able to convince powers to be that a softening of the road promotes safety for pedestrians, bikers and motorist alike.

As the President of the Central Area Neighborhood Association I consistently hear from neighbors that one of their top concerns is safety for all modes of transportation. Let's keep pressing forward while allowing new business such as this coffee shop and the Marijuana dispensary as well.

Bill Desautels

Realtor Serving Greater Fort Lauderdale

President of the Central Area Neighborhood Association (CANA)

954-235-5578

Bill@BillDesautels.com

Billdesautels.com



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Project #: SP 22-01 & CU 22-02

Distribution Date: 1.11.2022

DRC Review Sheet

Comments Due by: Tuesday, January 25, 2022

DRC Meeting Date: Tuesday, February 1, 2022 at 1:30pm

Location: City Commission Chambers

Project Name: Aroma Joe's

Request: Site Plan & Conditional use approval for interior renovation and addition to drive thru coffee shop located at 2690 N. Andrews Avenue.

Distribution List:

- | | |
|---|--|
| <input type="checkbox"/> Roberta Moore, Director of Community Services | <input type="checkbox"/> Building Official |
| <input type="checkbox"/> David Nilio, Fire Marshal | <input checked="" type="checkbox"/> Evangeline G. Kalus, City Planner |
| <input type="checkbox"/> David J. Archacki, ER MGMT /Utilities Director | <input type="checkbox"/> Waste Management |
| <input type="checkbox"/> Gary Blocker, Police Chief | <input type="checkbox"/> City Engineering Consultant |

The following comments to be addressed:

- Per Article 30, please revise setbacks in the table on Sheet AS-101 to include:
 - Streetscape Frontage –
 - Primary – 5 feet (Andrews Avenue)
 - Secondary – NA
 - All Other Streets – 5 feet (NE 27 Drive)
 - Pedestrian Realm Frontage –
 - Primary – 8 feet (Andrews Avenue)
 - Secondary – NA
 - All Other Streets – 7 feet (NE 27 Drive)
 - Tier 1 – (minimums)
 - Primary – 8 feet (Andrews Avenue)
 - Secondary – NA
 - All Other Streets – 5 feet (NE 27 Drive)
 - Interior – 45 feet (yard adjacent to eastern property line abutting single family)
 - Rear - - 15 feet (yard adjacent to southern property line)
- Since, the customer service area is larger than 300 square feet. Parking required parking should be counted at 3 spaces per 1,000 square feet. Therefore, 3 standard and 1 handicapped space is required. Revise calculation to use correct rate in site plan table. Sheet AS-101.
- Existing masonry wall shall be painted to match building.



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| <input checked="" type="checkbox"/> | Gary Blocker, Police Chief | <input type="checkbox"/> | City Engineering Consultant |

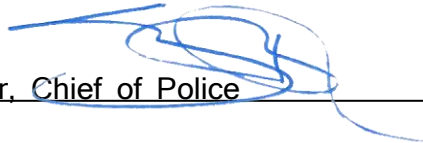
Comments: Please return your comments via email to Evy at ekalus@wiltonmanors.com or in person.

1. Will AJ's be offering customers free Wi-Fi, and will this Wi-Fi be available after hours? If yes and yes, this will enable people entering onto the premises after hours without oversight. The PD seeks to have this WiFi not extend into public areas after hours.
2. Are the tables/seating permanent fixtures or will they be brought inside after hours? If they are permanent, what is AJ's plan to prevent people from entering onto their property after hours and using these tables/seats without oversight?
3. With only 3 non-H-Cap parking spaces, what is AJ's plan to retain all parking on their site to eliminate overflow parking into the adjacent neighborhood and other private properties, and parking in the swales on-site?
4. What is AJ's security plan to improve safety on their property such as video surveillance, burglar/panic alarm, lighting, etc.
5. What is AJ's plan to secure electrical and water outlets after hours?
6. What is AJ's plan if/when vehicles stack on Andrews Avenue?

Comments: Please return your comments via email to Evy at ekalus@wiltonmanors.com or in person.

7. The PD requests Aroma Joe's join BSOs Real Time Crime Center's public private partnership that looks to enhance law enforcement's real time crime solutions. More information can be found here: <https://www.sheriff.org/PIO/BSOnews/Pages/BSO%E2%80%99S-REAL-TIME-CRIME-CENTER-SEEKS-PUBLIC-PRIVATE-PARTNERSHIP-TO-REDUCE-CRIME.aspx>

Reviewed By: Gary Blocker, Chief of Police



4. Please demonstrate how the requirements of the Pedestrian Realm are satisfied. Delineate on site plan and landscaping plan. Outdoor furnishings to include but outdoor seating may be included in Pedestrian Realm.
5. Please demonstrate how the requirements of the Streetscape Frontage are satisfied. Delineate on site plan and landscaping plan.
6. Where will the AC units be located? Must be screened from frontage line and shall not be visible from right of way per Section 030-41 (D).
7. Please review Article 030-091 with regards to landscaping. 1 shade tree is required per 25 feet of linear frontage (9 shade trees); 1 tree equals 5 large species palms; a minimum of 1 or a maximum of 10% of required trees may be substituted for palms. All pervious area in Streetscape must be planted with shrubs; sod or synthetic turf cannot be used in any Streetscape frontage; Irrigation required, note on landscaping plan that irrigation plan/permit will be submitted at the time of building permit; 10 foot wide landscaping buffer shall be required along the rear and interior (side) lot lines. See Section 030-091 (I) for addition buffering requirements. See Article 150 for planting list. Planting list must be used for required trees. Exception maybe required.
8. All new utilities to service addition must be underground per Article 030-41(C).
9. Please ensure that surface parking is setback 10 feet from every frontage line per Article 030-41(G). Exception may be required.
10. Demonstrate consistency with Article 030-41(H). What is the height of the CBS wall abutting single family?
11. Length of a standard parking space is 20 feet. However, can do 18 feet if overhang over grass is not counted towards landscaping and pervious requirement per Article 135-020(A)(4). Has that area been counted towards landscaping? No pervious is required for this project.
12. On site plan, square footage is written in terms of plus or minus. It must be exact.
13. Please review Article 155-090 of the City's Unified Land Development Regulations regarding lighting. Indicate on photometric plan whether lights or "cutoff" or "non-cutoff." Also, what is the mounting height of the light fixtures. All outdoor lighting shall be designed and located such that the maximum illumination measured in foot-candles at the property line shall not exceed three-tenths (.3) for "non-cutoff" lights and one and one-half (1.5) for "cutoff" lights. It appears these levels will be exceeded. In addition, all lighting from non-residential uses shall be located, screened, or shielded so that adjacent residential lots are not directly illuminated. All lights must be shielded to ensure the single family home adjacent to the east property line is not directly illuminated.
14. According to the plans submitted, the intention is to have a free-standing menu board sign and a few wall signs. The coffee cup would also be considered a sign since it demonstrates a commercial message. Please provide specifications and dimensions for each proposed sign. Please review Article 30 and Article 145 of the ULDRs regarding signage. Signage variances may be required. Once, the specifications and dimensions are provided, I can make a determination as to what sections of the code that variances will be needed for the proposed signage. Variance application attached. There is a \$1950 application fee associated with variance application.
15. Where will bulk container be stored? Cannot be stored in yard adjacent to single family.
16. At least one (1) more DRC will be required prior to scheduling a Planning and Zoning Board Meeting to address the above. There is a \$250 application fee associated with the next DRC submittal.



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VARIANCE APPLICATION

GENERAL PROCEDURES FOR FILING A VARIANCE SUBMITTAL APPLICATION:

- Variance submittal applications may be obtained at the Community Development Services Department and may be initiated by the owner of the property involved or his legally designated representative.
- An application for Variance approval together with the appropriate fee, as established by resolution of City Commission, shall be submitted with forms provided by the Community Development Services Department.
- The Community Development Services Department shall review the application and all support documents for completeness and notify the applicant of any deficiencies in the application or support documents and specify what additional requirements are to be met. Once the Community Development Services Department has determined that the application and support documents are complete, the Department shall place the Variance application on the next most appropriate Planning and Zoning Board agenda for a quasi-judicial public hearing. Planning and Zoning Board meetings are held regularly on the first Monday after the first Tuesday of each month, beginning at 7:00 p.m. A schedule of meeting dates and deadlines is available at the Community Development Services Department.
- The applicant will receive an agenda and staff report concerning the proposed Variance and staff recommendations prior to the Planning and Zoning Board meeting.
- The initial application submittal shall be accompanied by twelve (12) copies of **a site plan showing the proposed improvement as it would be constructed if the variance is granted.** Only one copy is required to be signed and sealed. All plans shall be folded and bound together in separate plan sets with a cover sheet indicating plan sheet numbers. The overall size of plans shall be twenty-four (24) by thirty six (36) inches drawn at a scale no smaller than one (1) inch equals twenty (20) feet except when a smaller scale is approved by the Community Development Services Department. All plans shall be prepared by professional land surveyors, engineers, architects, landscape architects, or other appropriate professionals as applicable. Such professionals shall be licensed and registered in the State of Florida. All plans shall be prepared by the proper professionals as determined by applicable laws.
- The **following standards for review must be addressed by the applicant in a written document to accompany the application:**
 1. There are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building and do not apply generally to land or buildings in the same district, and that said circumstances or conditions are such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of such land or building for which the variance is sought, and that alleged hardship is not self-created by any person having an interest in the property;
 2. The granting of the variance is necessary for the reasonable use of the land or building and that the variance as requested is the minimum variance that will accomplish this purpose;
 3. The granting of the variance will be in harmony with the general purpose and intent of this chapter and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.



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VARIANCE APPLICATION

Address/Location of Subject Property: _____

Owner (Applicant): _____

Address: _____

Telephone #: _____ Fax #: _____ E-mail: _____

Agent for Applicant _____

Address: _____

Telephone #: _____ Fax #: _____ E-mail: _____

Legal Description of Property Involved: _____

Existing Zoning _____ Future Land Use Map designation _____

Total Acreage/Square Footage of Subject Property _____

Associated Applications (i.e., Rezoning, Plat, Comprehensive Plan amendment, etc.): _____

Current Use of Land _____

Description of Proposed Development _____

I, _____ certify that I am the owner or authorized representative of the property described herein, and that all answers to the questions in this application and any sketches, data or other supplementary matter attached to and made a part of this application, are honest and true to the best of my knowledge and belief.

Signature of Property Owner

Print or type name

Date

Signature of Agent (if applicable)

Print or type name

Date

STATE OF FLORIDA)
)

COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by
_____ who is personally known to me or who has produced
_____ as identification and who did not take an oath.

Notary Public

Print or type name

My Commission Expires: _____

Authorized Agent Affidavit

NOTE: IF THE APPLICANT IS REPRESENTED BY AN AGENT, THE FOLLOWING POWER OF ATTORNEY MUST BE PROPERLY EXECUTED.

KNOW ALL MEN THAT I, _____, do hereby constitute and appoint
_____ my true and lawful agent, to execute the foregoing instrument in my name, place and
stead this ____ day of _____, ____.

Signature of owner or authorized agent

Date

Print or type name

Name of owner/agent entity if a corporation, L.L.C., partnership,
trust, etc.

Representative capacity of person signing Affidavit:

- President or Vice President of Corporation
- Managing Member of L.L.C.
- General Partner
- Trustee
- Etc.

STATE OF FLORIDA)
)

COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by
_____ who is personally known to me or who has produced
_____ as identification and who did not take an oath.

Notary Public

Print or type name
My Commission Expires: _____

Permission to Reproduce Drawings and Documents

IF DRAWINGS PREPARED BY AN ARCHITECTURAL, ENGINEERING OR OTHER FIRM ARE SUBMITTED, THE FIRM MUST EXECUTE THE PERMISSION TO REPRODUCE ON THE FOLLOWING PAGE.

AFFIDAVIT

KNOW ALL MEN THAT I, _____, _____(Title), of the firm of _____, do hereby grant the City of Wilton Manors permission to reproduce all or a portion of all plans, drawings, etc., submitted in connection with the foregoing application.

Signature

Print or type name

Title: _____

Date: _____

STATE OF FLORIDA)
)
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by _____ who is personally known to me or who has produced _____ as identification and who did not take an oath.

ARTICLE 120. VARIANCES

Sec. 120-010. Applicability.

The PZB may grant a variance for any provision of the ULDR unless otherwise indicated by provisions of these regulations. Variances may be granted only in the case of an undue hardship caused by special circumstances relating to the property for which the variance is sought, whereby the strict application of these regulations would deprive the applicant of the reasonable use of land or building.

The PZB is not authorized to review or grant variances which include a request for reasonable accommodation for persons with disabilities. Such variance requests shall be processed by City staff and the City Commission will make the decision as to whether or not the variance will be granted, pursuant to Article 175 of the ULDR.

(Ord. No. 842, § 2, 6-24-03; Ord. No. 2019-007 , § 2, 10-7-19)

Sec. 120-020. Supplemental application requirements.

A site plan showing the proposed improvement as it would be constructed if the variance is granted.

Sec. 120-030. Variance application procedure.

- (A) Planning and Zoning Board review of matters that do not include reasonable accommodation requests.
- (1) For matters that do not include reasonable accommodation requests, the PZB shall hold its public hearing and, after consideration of the staff recommendation and public input, if any, may deny, approve or approve with conditions the application for variance, based upon its determination that:
 - a. There are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building and do not apply generally to land or buildings in the same district, and that said circumstances or conditions are such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of such land or building for which the variance is sought, and that alleged hardship is not self-created by any person having an interest in the property;
 - b. The granting of the variance is necessary for the reasonable use of the land or building and that the variance as requested is the minimum variance that will accomplish this purpose;
 - c. The granting the variance will be in harmony with the general purpose and intent of this chapter and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
 - (2) Approval of a variance request shall become null and void unless a development permit pursuant thereto is issued within twelve (12) months of the date of any such action by the PZB.
 - (3) In each case wherein action upon application for a variance is taken by the PZB, the decision of the Board shall be recorded in the minutes of its meeting, and thereafter the City Clerk shall prepare, an order to be entered to evidence the decision, which shall set out with sufficient clarity the exact right and privilege given, a correct legal description of the land and premises affected, and the decision

made by the board. One copy of the order shall be kept by the City Clerk to become a public record, one copy shall be provided to the Department, and one copy forwarded to the applicant.

- (4) Whenever the PZB has acted upon a variance for property, whether approved or denied, the PZB shall not thereafter consider any further application for the same or any other kind of variance for any part or all of the same property for a period of one year. The above time limits may be waived by a majority vote of the board when the board deems such action necessary to prevent injustice or to facilitate the proper development of the City.

(Ord. No. 842, § 2, 6-24-03; Ord. No. 2019-007 , § 2, 10-7-19)



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Comments: Please return your comments via email to Evy at ekalus@wiltonmanors.com or in person.

1. The site is proposing 3 regular parking spaces and 2 employees per shift. What will occur at shift changes?
2. Recommend curbing around wheeled bulk container to prevent bulk container from blocking adjacent parking spaces and ADA drive aisle.
3. Additionally, would like to see a landscape area on the north side of the bulk container to provide some screening.

Reviewed By: Stefano Viola, P.E.