



**City of Pembroke Pines
Planning & Economic Development Department
601 City Center Way 3rd Floor
Pembroke Pines FL, 33025**

Summary

Agenda Date:	August 13, 2026	Application ID:	SP2026-0004
Project:	Broward County Tax Collector	Project Number:	PRJ2026-0004
Project Planner	Cole Williams, Senior Planner		
Owner:	S G Summit LLC Levy Realty Advisors Inc	Agent:	Alan Levy
Location:	3 SW 129 Avenue	Commission District	4
Existing Zoning:	B-3 (General Business)	Existing Land Use:	Commercial
Reference Applications:	ZV2013-11, SP2006-15, SP87-32		
Applicant Request:	Approval of a lobby expansion, exterior elevator hoistway and signage to accommodate the new tenant Broward County Tax Collector		
Staff Recommendation:	Approval.		
Final:	☒ Planning & Zoning Board	☐ City Commission	
Reviewed for the Agenda:	Director:  Assistant Director: 		

Project Description / Background

Alan Levy, agent, is requesting site plan approval for a proposed lobby expansion, exterior elevator hoistway addition, and associated exterior building signage at the existing office building formerly known as Claire's Plaza, located at 3 SW 129 Avenue. The new lobby and elevator hoistway are intended to support the Broward County Tax Collector, who will be occupying the third and fourth floors of the building. These floors were previously occupied by Claire's corporate offices.

The existing building was approved in 1987 through site plan application SP87-32. In 2006, a generator was approved for the site through SP2006-15.

BUILDINGS / STRUCTURES:

The applicant is proposing a 167 square foot lobby expansion and a 49' tall exterior elevator on the south side of the existing building. The elevator will service only the third and fourth floor. The following colors and materials are proposed, which are consistent with the existing building:

- Main Body: SW 7641 (Colonnade Grey), SW 7006 (Pure White)
- Aluminum perforated wire mesh

PARKING:

Currently, 219 parking spaces are provided on site. The proposed improvements will result in a loss of 3 parking spaces bringing the total to 216 parking spaces. Based on current and proposed uses 173 parking spaces are required for the site leaving a surplus of 43 parking spaces.

SIGNAGE:

All existing wall signs on the building are to be removed. Two, 28.33 square foot externally illuminated channel letter wall signs are proposed reading, "Tax Collector Broward County" in silver copy with a palm tree logo. One sign shall be located on the east and west elevation.

Staff has reviewed the proposed changes and finds that the proposal meets code requirements. Staff therefore recommends approval of this application.

Enclosed:

Site Plan Application
Memo from Planning Division (7/23/2026)
Memo from Landscape Planner (7/14/2026)
Memo from Planning Division (7/13/2026)
Memo from Engineering Division (7/9/2026)
Memo from Landscape Planner (4/7/2026)
Memo from Engineering Division (4/6/2026)
Memo from Fire Prevention Bureau (4/1/2026)
Memo from Planning Division (4/1/2026)
Site Plan
Subject Site Aerial Photo



City of Pembroke Pines Planning and Economic Development Department Unified Development Application

Planning and Economic Development
City Center - Third Floor
601 City Center Way
Pembroke Pines, FL 33025
Phone: (954) 392-2100
<http://www.ppines.com>

Prior to the submission of this application, the applicant must have a pre-application meeting with Planning Division staff to review the proposed project submittal and processing requirements.

Pre Application Meeting Date: _____

Plans for DRC _____ Planner: _____

Indicate the type of application you are applying for:

- | | |
|---|---|
| ☐ Appeal* | ☐ Sign Plan |
| ☐ Comprehensive Plan Amendment | ☐ Site Plan* |
| ☐ Delegation Request | ☐ Site Plan Amendment* |
| ☐ DRI* | ☐ Special Exception* |
| ☐ DRI Amendment (NOPC)* | ☐ Variance (Homeowner Residential) |
| ☐ Flexibility Allocation | ☐ Variance (Multifamily, Non-residential)* |
| ☐ Interpretation* | ☐ Zoning Change (Map or PUD)* |
| ☐ Land Use Plan Map Amendment* | ☐ Zoning Change (Text) |
| ☐ Miscellaneous | ☐ Zoning Exception* |
| ☐ Plat* | ☐ Deed Restriction |

INSTRUCTIONS:

1. All questions must be completed on this application. If not applicable, mark *N/A*.
2. Include all submittal requirements / attachments with this application.
3. All applicable fees are due when the application is submitted (Fees adjusted annually).
4. Include mailing labels of all property owners within a 500 foot radius of affected site with signed affidavit (Applications types marked with *).
5. All plans must be submitted no later than noon on Thursday to be considered for Development Review Committee (DRC) review the following week.
6. Adjacent Homeowners Associations need to be noticed after issuance of a project number and a minimum of 30 days before hearing. (Applications types marked with *).
7. The applicant is responsible for addressing staff review comments in a timely manner. Any application which remains inactive for over 6 months will be removed from staff review. A new, updated, application will be required with applicable fees.
8. Applicants presenting demonstration boards or architectural renderings to the City Commission must have an electronic copy (PDF) of each board submitted to Planning Division no later than the Monday preceding the meeting.

Staff Use Only

Project Planner: _____ Project #: PRJ 20____ - ____ Application #: _____

Date Submitted: ____/____/____ Posted Signs Required: (____) Fees: \$_____

SECTION 1-PROJECT INFORMATION:**Project Name:** TAX COLLECTOR**Project Address:** 3 SW 129 AVE, PEMBROKE PINES, FL 33027**Location / Shopping Center:** CLAIRE'S CORPORATE PLAZA**Acreage of Property:** 3.25 ACRE **Building Square Feet:** 12,995 SQFT**Flexibility Zone:** (B-3) - General Buisness **Folio Number(s):** 514014020331**Plat Name:** FLAMINGO WEST 78-36 B **Traffic Analysis Zone (TAZ):** 834**Legal Description:**FLAMINGO WEST 78-36 B THAT PT OF TRACT A DESC AS COMM AT POINT OFINTERSEC OF N & W LINES OF TR A, S 460.34 TO POB, CONT S 330.10, E 428.33, N 330.10,W 428.33 TO POB**Has this project been previously submitted?**☐**Yes**☐**No**

Describe previous applications on property (Approved Variances, Deed Restrictions, etc...) Include previous application numbers and any conditions of approval.

Date	Application	Request	Action	Resolution / Ordinance #	Conditions of Approval

SECTION 2 - APPLICANT / OWNER / AGENT INFORMATION

Owner's Name: S.G. Summit, LLC
Owner's Address: 4901 NW 17th Way, Ste 103, Ft. Lauderdale, FL 33309
Owner's Email Address: _____
Owner's Phone: 954 491-5505 Owner's Fax: 954 491-5404
Agent: Alan M. Levy
Contact Person: Alan M. Levy
Agent's Address: 4901 N.W. 17th Way Ste. 103, Ft. Lauderdale, FL 33309
Agent's Email Address: _____
Agent's Phone: 954 491-5505 Agent's Fax: 954 491-~~5404~~ 5404

All staff comments will be sent directly to agent unless otherwise instructed in writing from the owner.

SECTION 3- LAND USE AND ZONING INFORMATION:**EXISTING**

Zoning: B-3 - GENERAL BUSINESS
Land Use / Density: COMMERCE
Use: OFFICE
Plat Name: FLAMINGO WEST 78-36 B
Plat Restrictive Note: N/A

ADJACENT ZONING

North: PO - PROFESSIONAL OFFICE
South: B-3 - GENERAL BUSINESS
East: B-3 - GENERAL BUSINESS
West: R-MF - RESIDENTIAL MULTI-FAM.

PROPOSED

Zoning: B-3 - GENERAL BUSINESS
Land Use / Density: COMMERCE
Use: OFFICE
Plat Name: FLAMINGO WEST 78-36 B
Plat Restrictive Note: N/A

ADJACENT LAND USE PLAN

North: COMMERCE
South: COMMERCE
East: COMMERCE
West: IRREGULAR RESIDENTIAL

-This page is for Variance, Zoning Appeal, Interpretation and Land Use applications only-

SECTION 4 – VARIANCE • ZONING APPEAL • INTERPRETATION ONLY

Application Type (Circle One): ☐ Variance ☐ Zoning Appeal ☐ Interpretation

Related Applications: _____

Code Section: _____

Required: _____

Request: _____

Details of Variance, Zoning Appeal, Interpretation Request:

SECTION 5 - LAND USE PLAN AMENDMENT APPLICATION ONLY

☐ City Amendment Only

☐ City and County Amendment

Existing City Land Use: _____

Requested City Land Use: _____

Existing County Land Use: _____

Requested County Land Use: _____

SECTION 6 - DESCRIPTION OF PROJECT (attach additional pages if necessary)

New Construction for Elevator Shaft
on the South side of building with
bridges leading to 3rd + 4th Floor, This
Elevator will be on the exterior of
the building.

SECTION 7- PROJECT AUTHORIZATION

OWNER CERTIFICATION

This is to certify that I am the owner of the property described in this application and that all information supplied herein is true and correct to the best of my knowledge.

M. M. Roy, Manager 2/5/26
Signature of Owner Date

Sworn and Subscribed before me this 5 day

of February 20 26

0 Melissa Presser
Fee Paid Signature of Notary Public My Commission Expires



Melissa Presser
Comm.: HH 524655
Expires: Jun. 7, 2028
Notary Public - State of Florida

AGENT CERTIFICATION

This is to certify that I am the agent of the property owner described in this application and that all information supplied herein is true and correct to the best of my knowledge.

M. M. Roy 2/5/26
Signature of Agent Date

Sworn and Subscribed before me this 5 day

of February 20 26

0 Melissa Presser
Fee Paid Signature of Notary Public My Commission Expires



Melissa Presser
Comm.: HH 524655
Expires: Jun. 7, 2028
Notary Public - State of Florida

Waiver of Florida Statutes Section 166.033, Development Permits and Orders

Applicant: S.G. Summit, LLC

Authorized Representative: Alan M. Levy, Manager

Application Number: _____

Application Request: _____

I, Alan M. Levy (print Applicant/Authorized Representative name), on behalf of S.G. Summit, LLC (Applicant), hereby waive the deadlines and/or procedural requirements of Florida Statute Section 166.033 as the provisions of said statute apply to the above referenced application, including, but not limited to the following:

- a. 30-day requirement for Applicant Response to Staff determination of incompleteness as described in DRC Comments and/or Letter to Applicant;
- b. 30-day Staff review of Applicant Response to DRC Comments and/ or Letter to Applicant;
- c. Limitation of three (3) Staff Requests for Additional Information;
- d. Requirement of Final Determination on Applicant's application approving, denying, or approving with conditions within 120 or 180 days of the determination of incompleteness, as applicable.

Alan M. Levy 2/5/26
Signature of Applicant or Applicant's Date
Authorized Representative

Alan M. Levy
Print Name of Applicant/Authorized Representative

PLANNING DIVISION STAFF COMMENTS

Memorandum:

Date: July 23, 2026
To: SP 2026-0004 file
From: Cole Williams, Senior Planner
Re: Broward County Tax Collector Elevator

Items which do not conform with the City of Pembroke Pines Code of Ordinances or other Governmental Regulations:

ALL COMMENTS REGARDING THIS APPLICATION HAVE BEEN ADDRESSED

MEMORANDUM

July 14, 2026

From: Yelena Hall
Landscape Planner/ Inspector

Re: (SP2026-0004) Broward County Tax Collector sign-off

The City of Pembroke Pines Planning Division has conducted a landscape plan review for the above-referenced property. The following items need to be addressed prior to this project being approved.

Landscape Inspection Comments:

- 1. All landscape comments were resolved and no further action is required.**

Plant diversification is important for the project to sustain a healthy and vigorous landscape. It is also required that projects utilize best management practices set by Florida Friendly Landscape Standards.

Should you have any questions pertaining to DRC comments please contact me directly.

YELENA HALL
LIAF Certified Landscape Inspector #21-259
Planning and Economic Development Department
City of Pembroke Pines
601 City Center Way
954.392.2100 (Office) • yhall@ppines.com
City Hall Hours: Monday to Thursday 7am to 6pm – Closed Friday
Consider the environment before printing this email.

PLANNING DIVISION STAFF COMMENTS

Memorandum:

Date: July 13, 2026
To: SP 2026-0004 file
From: Cole Williams, Senior Planner
Re: Broward County Tax Collector Elevator

Items which do not conform with the City of Pembroke Pines Code of Ordinances or other Governmental Regulations:

1. Provide completed public notice affidavit. The project number is PRJ2026-0004 The public notice guide can be found here <https://www.ppines.com/DocumentCenter/View/5020/Public-Notification-Guide?bidId=>. The following HOAs are within 500' of the site.
 - Century Village, Buckingham III, Jonathan Hernandez, 13460 SW 10 Street, # 101 Pembroke Pines, FL 33027, 954-436-5888, jonathan.hernandez@fsresidential.com, FirstService Residential
 - Century Village, Lancaster, Jonathan Hernandez, 13460 SW 10 Street, # 101 Pembroke Pines, FL 33027, 954-436-5888, jonathan.hernandez@fsresidential.com, FirstService Residential
2. ~~Provide South Broward Drainage District approval.~~
3. ~~Provide confirmation from Broward County that the proposed is consistent with the underlying plat.~~
4. ~~Provide material board with physical samples of all colors and materials used.~~
5. Label the all colors and materials on the elevations. **The color being utilized must be on the plans even if it is being painted to match.**
6. ~~Remove height label to top of the parapet.~~
7. ~~Parking must be calculated based on each use of the tenant. A variance was previous approved for the site. Allowing for 219 parking spaces instead of the required 269 based on the uses at that time. If parking spaces are removed as proposed the variance will become null and void and separate variance will be required if the proposed uses exceed the parking required.~~
8. Provide square foot of existing and proposed wall signage. **Existing sign square footage not provided.**
9. Total signage including the monument sign for the site cannot exceed 120 square feet
10. ~~Only one monument sign is permitted on the site. One is currently existing. Any additional signage will require a variance.~~
11. ~~Monument signs cannot exceed 24 square feet or 7.5 feet in height.~~
12. ~~Clarify if any new wall or site lighting is proposed.~~
 - ~~A maximum of 12 foot candles is permit for the site.~~
 - ~~Clarify CCT level. CCT cannot exceed 4,000k.~~
 - ~~Add note to the plans that all lights are angled at 90 degrees and full cutoff.~~
13. ~~Clarify if there is any new roof mounted equipment, if so confirm equipment is not visible from the property lines per code section 155.637.~~
14. ~~Provide economic impact statement for the proposed development.~~

- ~~15. Provide sustainable impact statement outlining sustainable practices used within the proposed development.~~
16. Further comments may apply as more details are provided.
17. Resubmittal must include an itemized response to all comments made by DRC members. In your resubmittal you must restate the comment, give an explanation of what you have done to alleviate the comment and show where the comment was addressed on the plans (page number and the details which may help staff identify revisions quickly). The DRC will not review your resubmittal if you fail to provide this response.
18. Please contact me prior to resubmittal 954-392-2100.

**CITY OF PEMBROKE PINES
PUBLIC SERVICES DEPARTMENT
ENGINEERING DIVISION**



DRC REVIEW FORM

July 9, 2026

Project: *BROWARD COUNTY TAX COLLECTOR ELEVATOR*
City Reference Number: *SP2026-0004*

To: Cole Williams, Senior Planner
Planning and Economic Development Department

From: John L. England, P.E., Assistant City Engineer
Engineering Division/Public Services Department
(954) 518-9046

RECOMMENDATION:

The Engineering Division's DRC 'Comments' have been satisfied, and the proposed project is hereby recommended for 'Consideration' by the Planning and Zoning Board.

NOTE that an Engineering Permit is required for construction of the proposed project's site engineering related improvements. Submittal of one (1) digitally signed and sealed set of Site Engineering Plans and Details sheets, PDF copy of the completed Engineering Permit Application and an accompanying Transmittal/Cover Letter will be required, as a minimum, by the Engineering Division for acceptance and placement of the proposed project into the "Engineering Review Queue". The review time clock will start pending receipt of the Plans Review Fee based on an Invoice issued by the Engineering administrative staff after receipt of the initial permit submittal package.

MEMORANDUM
April 7, 2026

From: Yelena Hall
Landscape Planner/ Inspector

Re: (SP2026-0004) Broward County Tax Collector v1

The City of Pembroke Pines Planning Division has conducted a landscape plan review for the above-referenced property. The following items need to be addressed prior to this project being approved.

Landscape Inspection Comments:

- 1. Per LDC SEC. 155.657 (A) 4. Tree survey bearing the seal of a landscape architect or qualified personnel indicating the location, number, species, DBH, size, and condition of all existing trees and vegetation on-site to be preserved, relocated, or removed. **This specifically refers to the sheet provided for the proposed scope of work.****

 - a. Please note, any trees with condition rating of 50% or less will require removal and replacement.

- 2. A formal site visit was conducted to verify existing landscape conditions against the previously approved landscape plans, and a formal inspection report was prepared by staff for property ownership to review and take corrective action. While this will not negatively impact the review of the current site plan, the number of landscape deficiencies observed on-site requires the submittal of a new landscape plan for staff review and approval to bring the property into compliance with applicable Code requirements. A formal Code violation will be issued to the property owner for the deficiencies noted and will be resolved upon approval of the proposed plans and successful completion of the final landscape inspection. Please provide contact information for property ownership so staff may forward the Courtesy Inspection Report(s).**
- 3. Additional comments may apply.**

Plant diversification is important for the project to sustain a healthy and vigorous landscape. It is also required that projects utilize best management practices set by Florida Friendly Landscape Standards.

Should you have any questions pertaining to DRC comments please contact me directly.

YELENA HALL
LIAF Certified Landscape Inspector #21-259
Planning and Economic Development Department
City of Pembroke Pines
601 City Center Way
954.392.2100 (Office) • yhall@ppines.com
City Hall Hours: Monday to Thursday 7am to 6pm – Closed Friday
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City of Pembroke Pines Landscape Code Requirements	Required	Proposed
<u>SEC 155.631 Meet minimum bufferyard requirements.</u>		
<u>SEC 155.661 (G) Trees in excess of five shall have no more than 20% of a single species.</u> 1. All properties three stories and below minimum: (a) 20% of required trees meet 14-16' H with 3" diameter at breast height. (b) 20% of required trees meet 12-14' H with 2" diameter at breast height. (c) 60% of required trees required meet 155.664 (M). 2. All properties four stories and above minimum: (a) 30% of required trees meet 14-16' H with 3" diameter at breast height. (b) 30% of required trees meet 12-14' H with 2" diameter at breast height. (c) 40% of required trees required meet 155.664 (M).		
<u>SEC 155.661 (I) Landscape Adjacent to Public Right-of-Ways – All Properties.</u> One tree for each 50 lineal feet or fraction thereof, or one tree for every 250 square feet.		
<u>SEC 155.661 (J) Landscaping Adjacent to Abutting Properties – All Properties.</u> The required number of trees shall be calculated as one tree provided for every 50 lineal feet or fractional part thereof.		
<u>SEC. 155.662 (C) Minimum Landscape Requirements for Non-Residential Properties.</u> 1. For non-residential properties the planting requirement shall be calculated on the following basis; (a) One tree every 5,000 square feet of gross area. (b) Ten shrubs every 5,000 square feet of gross area.		
<u>SEC. 155.663 (F) Interior parking and paved area landscaping.</u> Parking lots shall comply with the following minimum requirements: 1. One tree: (a) Every five parking spaces; and (b) Every 100 square feet of interior landscaping; 2. Ten square feet of interior landscaping every parking space up to 50 spaces; 3. One hundred square feet of landscaping every ten parking spaces over 50 spaces; 4. One square foot of landscaping: (a) Every 100 square feet of paved areas up to 50,000 square feet; and (b) Every 200 square feet of paved area over 50,000 square feet; and		
Total :		

**CITY OF PEMBROKE PINES
PUBLIC SERVICES DEPARTMENT
ENGINEERING DIVISION**

DRC REVIEW FORM



April 6, 2026

PROJECT: *BROWARD COUNTY TAX COLLECTOR ELEVATOR*
CITY REFERENCE NO: *SP2026-0004*

TO: Cole Williams, Senior Planner
Planning and Economic Development Department

FROM: John L. England, P.E., Assistant City Engineer
Engineering Division
(954) 518-9046

COMMENTS:

1. General Comment – The northernmost monument sign, as currently depicted, may create line-of-sight obstructions. Depict the Sight Distance Triangles for all proposed monument signs to ensure compliance with the Florida Greenbook (Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways) and FDOT Design Manual (FDM) Section 212 regarding intersection sight distance and clear zones.
2. General Comment – The proposed ADA modifications to the parking stalls and adjacent sidewalk must be permitted through the Engineering Division with accompanying civil plans.
3. General Comment – The proposed ADA work requires the sign, date, and seal of a Professional Engineer licensed in the State of Florida, to adhere to the Florida Accessibility Code and federal ADA standards and as required by our Engineering Construction Permit application.
4. General Comment – Based on the provided total parking count and the requirements of ADA Standards Section 4.1.2, the site is currently deficient in accessible parking. Please revise the site plan to provide a minimum of seven (7) total ADA-compliant parking spaces to meet the required ratio for the development.

5. General Comment – Depict and denote/label the following items on the Site Plan as applicable based upon the proposed project improvements:

- Concrete Wheel Stops for all proposed parking spaces per City Standard R-32
- All Sidewalk Curb Ramps with ‘CR’ type per FDOT Standard Plans Index 522-002, including the Sidewalk Curb Ramp (Mod) associated with the proposed Access Route to the building from the Accessible Parking
- All associated curbing with denoted “Type” per City Standard R-26
- All Concrete Sidewalk/Walkway areas with typical widths and specify any with thickened edge (as required by Engineering Standards when sidewalk is flush with abutting pavement)
- Accessible Parking Space per City Standard R-32 (typical labels).
- Accessible Access Aisle markings are required to be depicted on the plan by three (3) equally spaced diagonals per City Standard R-32.
- Sight Visibility Triangle (Clear Sight Distance) per FDOT Design Manual, Chapter 212.11 for the proposed Monument Sign.
- Reflect the attached ‘City Accessibility and Pavement Marking and Signage Requirements Notes’ on the plan
- Limits of any proposed Asphalt Milling and Resurfacing per a “Shade/Hatch Pattern” different from the current ‘Proposed Pavement Construction’, as noted in the Legend – Reflect the additional item in the plan’s Legend
- All proposed Vehicular and Pedestrian Traffic related pavement markings and signage on the plan based upon the pavement markings and signage information reflected on the Signing and Marking Plan included in the Engineering DRC Plans submittal. Pavement markings only need to be generally denoted/labeled, and signage depicted only.

6. General Comment – Note that S G Summit LLC is being put on notice that at a minimum the existing pavement markings and signage within the overall commercial property do not meet the current Engineering Standards and Code requirements for the City of Pembroke Pines. The existing parking lot and access driveway pavement markings and signage deficiencies along with the non-compliant site ADA accessibility elements must be addressed and brought into conformance with the applicable Engineering and Broward County Traffic Engineering Division (BCTED) Standards, ADA Accessibility criteria and Code requirements. The aforementioned pavement marking and signage and ADA Accessibility deficiencies within the property will not hold up the processing of the current submitted proposed work for the ‘ADA Modification’ work. However, this letter serves as an official notice to the property owner that within 180 days of receipt of the permit for the current submitted ‘ADA Modification’ work, the necessary Engineering Plans and Details must be submitted addressing the deficiencies or a Deficiency Field Report will be sent over to Code Compliance for enforcement action.

NOTE: An acknowledgement letter is required during the DRC review process, acknowledging that you have received this 180-day notice. The letter must include whether the owner accepts or rejects this notice. If the owner accepts this notice, state that the necessary steps (including preparation of the necessary Engineering Plans by a Florida Registered Engineer) are being taken to comply with said notice within the 180 days of receipt of the permit for the ADA Modification work. If the notice is rejected, this

project will be sent over to Code Compliance. There will be no extension to the 180-day notice. Note that there are potential code deficiencies unrelated to the Engineering Division, please get in touch with Christian Zamora at (954) 392-2108 at the Planning and Zoning Department to ensure that your property meets the applicable Zoning and Landscaping codes/requirements.

NOTE: All resubmittals must include 'Responses' to Comments' in letter format. Based upon the 'Responses' and/or 'Plan Revisions', additional 'Comments' may be forthcoming prior to Engineering DRC approval/sign-off for the proposed project.

NOTE that an Engineering Permit is required for construction of the proposed project's site-related improvements. Submittal of one (1) digitally signed and sealed set of Site Engineering Plans and Details sheets, PDF copy of the completed Engineering Permit Application and an accompanying Transmittal/Cover Letter will be required, as a minimum, by the Engineering Division for acceptance and placement of the proposed project into the "Engineering Review Queue" pending receipt of the Plans Review Fee based an Invoice issued by the Engineering administrative staff after receipt of the initial permit submittal package.



DRC REVIEW FORM

FIRE PLANS EXAMINER

Brian Nettina, Asst. Fire Marshal

Bnettina@ppines.com

954.499.9566

PROJECT NAME:

Tax Collector

REFERENCE #:

SP 2026 – 004

DATE REVIEWED:

4/1/2026

CONFORMS TO THE CITY OF PEMBROKE PINES FIRE DEPARTMENT STANDARDS

YOU HAVE SATISFIED THE FIRE DEPARTMENT'S CONCERNS REGARDING THIS REVIEW.

PLANNING DIVISION STAFF COMMENTS

Memorandum:

Date: April 1, 2026
To: SP 2026-0004 file
From: Cole Williams, Senior Planner
Re: Broward County Tax Collector Elevator

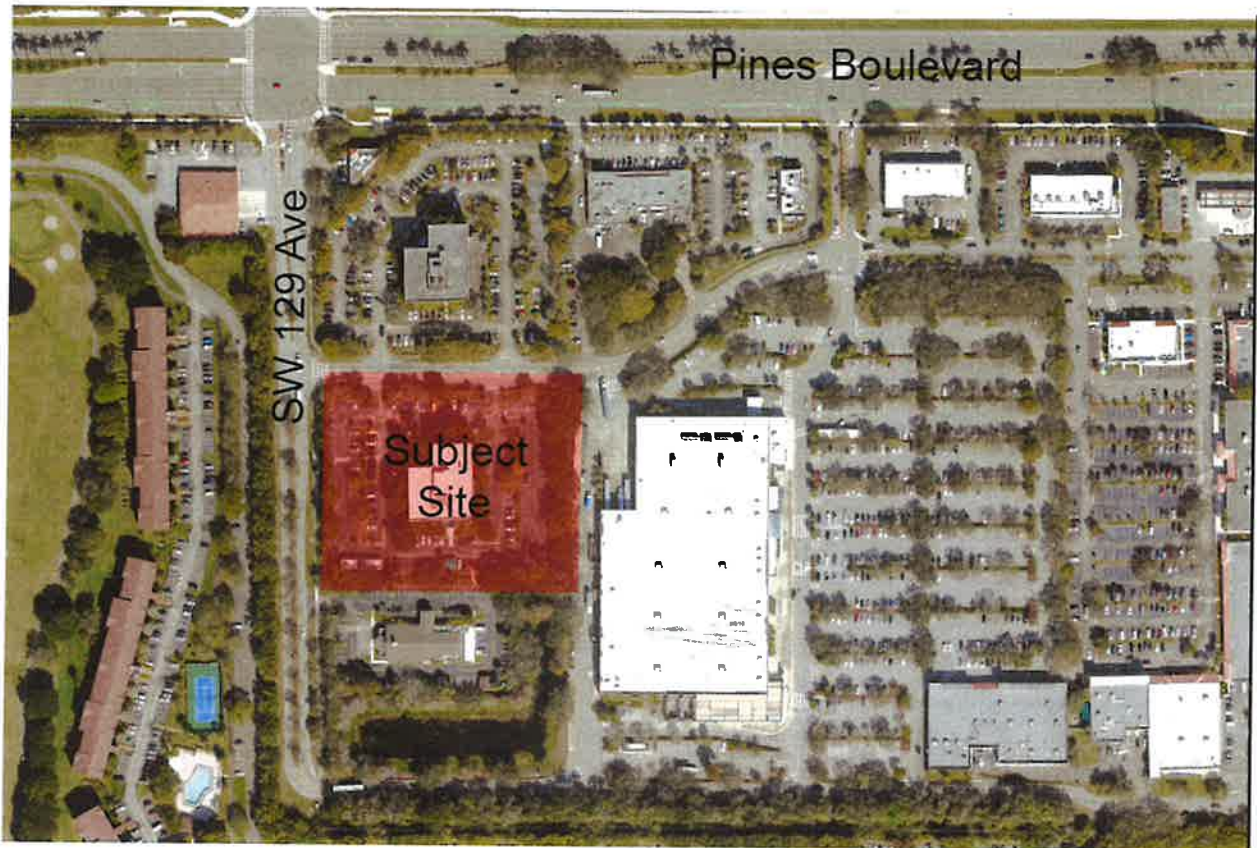
Items which do not conform with the City of Pembroke Pines Code of Ordinances or other Governmental Regulations:

1. Provide completed public notice affidavit. The project number is PRJ2024-0017 The public notice guide can be found here <https://www.ppines.com/DocumentCenter/View/5020/Public-Notification-Guide?bidId=>. The following HOAs are within 500' of the site.
 - Century Village, Buckingham III, Jonathan Hernandez, 13460 SW 10 Street, # 101 Pembroke Pines, FL 33027, 954-436-5888, jonathan.hernandez@fsresidential.com, FirstService Residential
 - Century Village, Lancaster, Jonathan Hernandez, 13460 SW 10 Street, # 101 Pembroke Pines, FL 33027, 954-436-5888, jonathan.hernandez@fsresidential.com, FirstService Residential
2. Provide South Broward Drainage District approval.
3. Provide confirmation from Broward County that the proposed is consistent with the underlying plat.
4. Provide material board with physical samples of all colors and materials used.
5. Label the all colors and materials on the elevations.
6. Remove height label to top of the parapet.
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9. Total signage including the monument sign for the site cannot exceed 120 square feet
10. Only one monument sign is permitted on the site. One is currently existing. Any additional signage will require a variance.
11. Monument signs cannot exceed 24 square feet or 7.5 feet in height.
12. Clarify if any new wall or site lighting is proposed.
 - A maximum of 12 foot candles is permit for the site.
 - Clarify CCT level. CCT cannot exceed 4,000k.
 - Add note to the plans that all lights are angled at 90 degrees and full cutoff.
13. Clarify if there is any new roof mounted equipment, if so confirm equipment is not visible from the property lines per code section 155.637.
14. Provide economic impact statement for the proposed development.
15. Provide sustainable impact statement outlining sustainable practices used within the proposed development.

16. Further comments may apply as more details are provided.
17. Resubmittal must include an itemized response to all comments made by DRC members. In your resubmittal you must restate the comment, give an explanation of what you have done to alleviate the comment and show where the comment was addressed on the plans (page number and the details which may help staff identify revisions quickly). The DRC will not review your resubmittal if you fail to provide this response.
18. Please contact me prior to resubmittal 954-392-2100.

**SUBJECT SITE AERIAL PHOTO
SP2026-0004)**

Broward County Tax Collector (PRJ2026-0004,



3 SW 129TH AVE PEMBROKE PINES, FL 33027

ABBREVIATIONS

[illegible]

NAME OF THE PROJECT:	BROWARD COUNTY TAX COLLECTOR
LOCATION	3 SW 129TH AVE PEMBROKE PINES, FL 33027
OWNER	BROWARD COUNTY TAX COLLECTOR
PROPOSED USED	COMMERCIAL
OCCUPANCY:	BUSINESS GROUP B
PROJECT SUMMARY:	NEW BUILDING ACCESS FOR BUSINESS
CODE ENFORCEMENT JURISDICTION	FLORIDA FIRE PREVENTION CODE (FFPC) 6TH, EDITION (2023) FLORIDA BUILDING CODE (FBC), BUILDING, 6TH, EDITION (2023) FLORIDA BUILDING CODE (FBC), ACCESSIBILITY, 6TH, EDITION (2023) FLORIDA BUILDING CODE (FBC), PLUMBING, 6TH, EDITION (2023) FLORIDA BUILDING CODE (FBC), MECHANICAL, 6TH, EDITION (2023) FLORIDA BUILDING CODE (FBC), EXISTING BUILDING, 6TH, EDITION (2023) NFPA 1, 2024 EDITION, "FIRE CODE" NFPA 101, 2024 EDITION, "LIFE SAFETY CODE" NFPA 10, 2022 EDITION, "STANDARD FOR PORTABLE FIRE EXTINGUISHER" NFPA 13, 2025 EDITION, "STANDARD FOR THE INSTALLATION OF SPRINKLER SYSTEM" NFPA 14, 2024 EDITION "STANDARD FOR THE INSTALLATION OF STANDPIPE, AND HOSE SYSTEMS" NFPA 54, 2024 EDITION "NATIONAL FUEL GAS CODE" NFPA 70, 2025 EDITION, "NATIONAL ELECTRICAL CODE" NFPA 72, 2025 EDITION, "NATIONAL FIRE ALARM CODE" NFPA 90A, 2024 EDITION "STANDARD FOR THE INSTALLATION FOR AIR CONDITIONING AND HEATING SYSTEMS" ANSI/ASHRAE 15-24 SAFETY CODE FOR MECHANICAL REFRIGERATION FLORIDA ENERGY CODE FOR BUILDING CONSTRUCTION LATEST EDITION CODE OF ORDINANCES – CITY OF PEMBROKE PINES

FOUO NUMBER	51401 4020331
ZONING	(B-3) GENERAL BUSINESS
LEGAL DESCRIPTION	A PORTION OF TRACT "A", FLAMINGO WEST, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 78, PAGE 38, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE EXTENSION OF THE NORTH AND WEST LINES OF SAID TRACT "A"; THENCE SOUTH 00°07'27" WEST, ALONG THE WEST LINE OF SAID TRACT "A" (AND SAID EXTENSION THEREOF) FOR 460.34 FEET TO THE POINT OF BEGINNING OF THE FOLLOWING DESCRIBED PARCEL OF LAND; THENCE CONTINUE SOUTH 00° 07'27" WEST FOR 330.10 FEET; THENCE SOUTH 88°34'57" EAST, PARALLEL WITH THE NORTH LINE OF SAID TRACT "A" FOR 428.33 FEET; THENCE NORTH 00°07'27" EAST FOR 330.10 FEET; THENCE NORTH 88°34'57" WEST FOR 428.33 FEET TO THE POINT OF BEGINNING. SAID LANDS SITUATE, LYING AND BEING IN THE CITY OF PEMBROKE PINES, BROWARD COUNTY, FLORIDA AND CONTAINING 141.349 SQUARE FEET OR 3.2449 ACRES, MORE OR LESS.

	* KEY NOTE
	* WINDOW NUMBER. REFER TO WINDOW SCHEDULE
	* DOOR NUMBER. REFER TO DOOR SCHEDULE
	* ELEVATION NUMBER
	* ELEVATION SYMBOL
	* SHEET NUMBER
	* DETAIL SYMBOL
	* SECTION NUMBER
	* WALL SECTION SYMBOL
	* TOP OF TIE BEAM
	* MEASURED FROM FINISHED FLOOR
	* ON CENTER
	* MINIMUM
	* MAXIMUM
	* PRESSURE TREATED
	* MASONRY OR CONCRETE GRAVING
	* VERIFY IN FIELD
	* EXISTING DOOR TO REMAIN
	* EQUAL DIMENSION. DIMENSIONS WITH "EQ" WITHIN THE SAME DIMENSION STRING SHALL BE THE SAME. DIFFERENT DIMENSION STRINGS HAVE DIFFERENT "EQ" DIMENSIONS. ALL DIMENSIONS ARE TO FACE OF STUDS OR FACE OF CONCRETE BLOCK WALL, UNLESS SHOWN ON CENTER LINE.
	* STEP SYMBOL

CONSTRUCTION TYPE		TYPE IB NON SPRINKLERED, UNPROTECTED, NON COMBUSTIBLE FBC 2023 - BUILDING 8TH EDITION, FFPC 2023, 8TH EDITION	
ITEM	PERMITTED / PROPOSED	FBC 8TH EDITION	FFPC 8TH EDITION
OCCUPANCY	GENERAL BUSINESS	SECTION 311.2	FFPC-101 SECTION 6.1.12.1
BUILDING HEIGHT	100' - ALLOWED 54'-4" - PROPOSED	TABLE 504.3a & 504.4a.b	-N.A.-
SPRINKLER SYSTEM	NON SPRINKLED	-N.A.-	-N.A.-
BUILDING AREA	13,155 SF - PROPOSED	TABLE 506.2a.b	-N.A.-

* TENANT IMPROVEMENTS NOT PART OF THIS SCOPE OF WORK.
 * TENANT IMPROVEMENT TO BE SUBMITTED UNDER SEPARATED PERMIT.

AS PER THE 8TH EDITION (2023) OF THE FLORIDA BUILDING CODE PROVIDED AN OCCUPANT LOAD SIGN WITH THE MAXIMUM NUMBER OF OCCUPANTS PERMITTED WITHIN ASSEMBLY & BUSINESS AREA. SIGNS ARE TO BE POSTED IN CONSPICUOUS PLACE, THE MAIN EXIT OR EXIT ACCESS DOORWAY FROM THE ROOM OR SPACE. POSTED SIGNS SHALL BE OF AN APPROVED LEGIBLE PERMANENT DESIGN AND SHALL BE MAINTAINED BY THE OWNER OR AUTHORIZED AGENT.

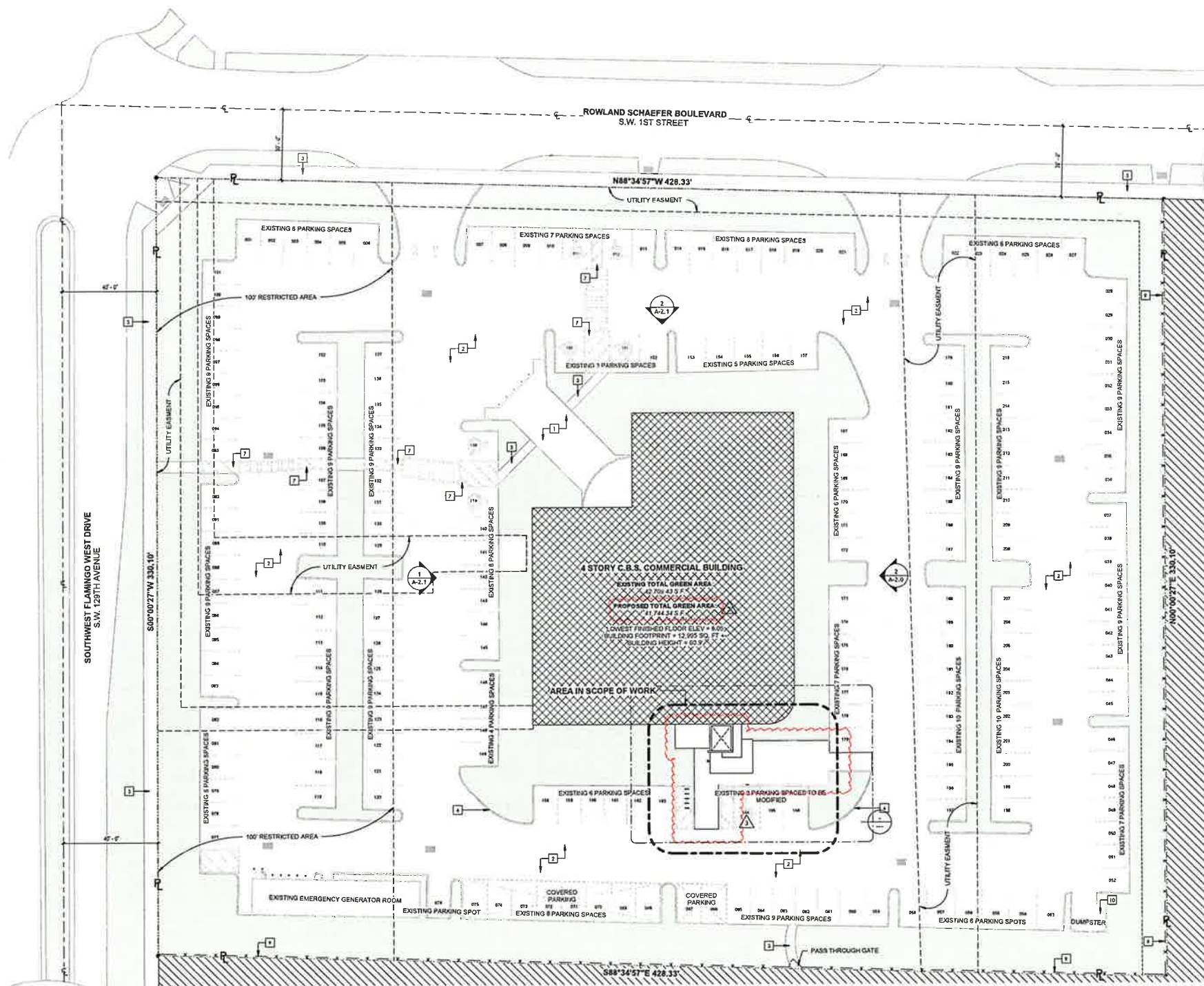


Digitally signed by manuel d fernandez
DN: c=US, o=V3 Architectural Group,
dnQualifier=A01410D00000195958B1
0510019BA82, cn=manuel d fernandez
Date: 2026.08.03 13:22:59 -04'00'



ARCHITECTURAL GROUP

8103 NW 33RD STREET
DORAL, FL. 33122
T: 305.559.1496 F: 1.888.276.4095
AA26002069



SITE PLAN KEY NOTES

LEGAL DESCRIPTION

BUILDING AREAS

ZONING INFORMATION

GREEN OPEN SPACE

SITE LEGEND

FLOOD LEGEND

PARKING CALCULATIONS

3 ACCESSIBLE PARKING SIGN DETAIL

2 PARKING STALL DETAIL

**BROWARD COUNTY TAX
COLLECTOR**

DATE:	07.30.20
DRAWN BY:	A.S
DESIGNED BY:	J.A.VIDAL
REVIEWED BY:	M.O.FND
PROJECT NO.	25-0024

[illegible]

JOSE A. VIDAL AR94535
MANUEL D. FERNANDEZ
AR 95601



Digitally signed by manuel d fernandez
DN: cn=US, o=VJ Architectural
Group, email=Qualifiers01410000000195:
03105100198AE2.crummard d
fernandez
Date: 2024.08.04 09:27:43-0400

SITE PLAN

A-1.0

DRG SUBMISSION



33 SW 129TH AVE PEMBROKE PINES, FL 33027

[illegible]ENLARGED PLAN.

ORC SUBMITTIO
OPTION



- A MAXIMUM OF 12 FOOT CANDLES IS PERMIT FOR THE SITE.
- CCT CANNOT EXCEED 4,000K.
- ALL LIGHTS ARE ANGLED AT 90 DEGREES AND FULL CUTOFF.

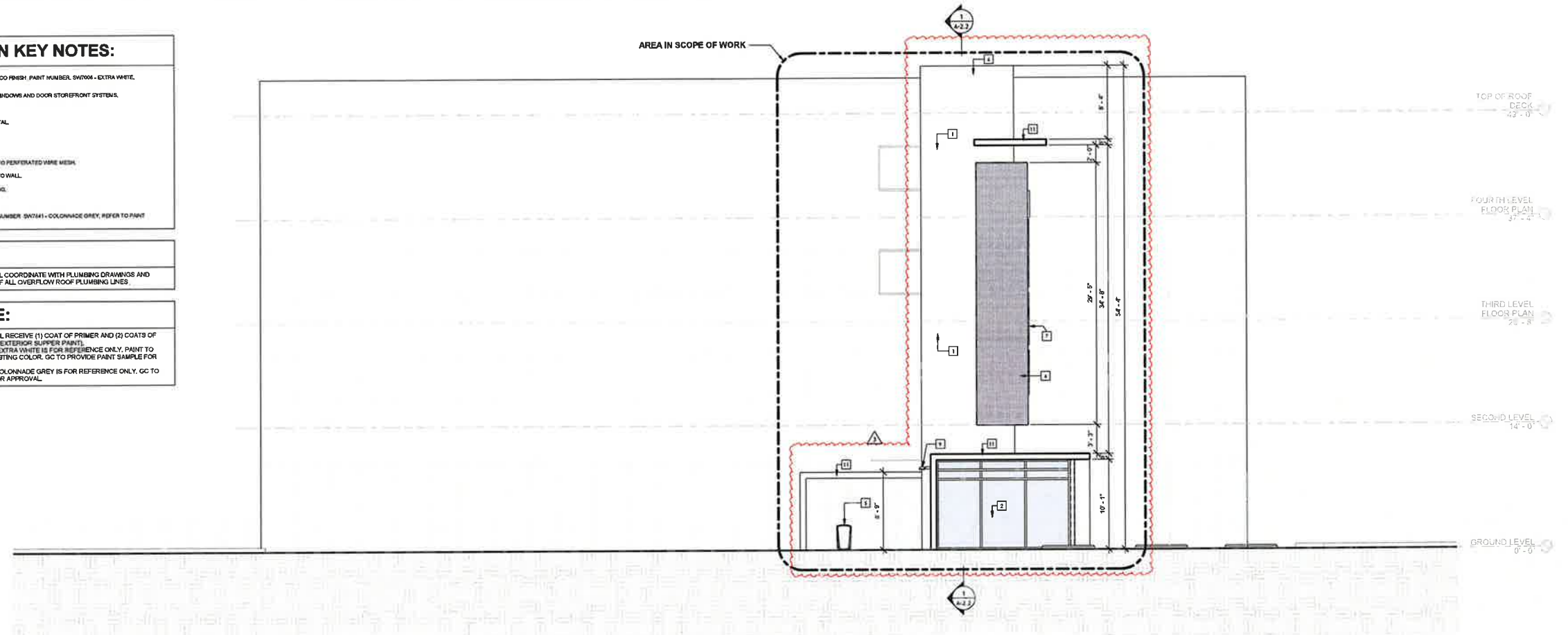
- 1 EXTERIOR TILES
- 2 NOT USED
- 3 HANDICAP PARKING SIGN
- 4 6' MIN. WIDE HANDICAP WHEELCHAIR AILE 2% MAXIMUM SLOPE
- 5 NEW PROPOSED BLUE RACK
- 6 NEW PROPOSED ADA PARKING SPACE
- 7 LINEAR GRADE-MOUNTED UPLIGHTS ANGLED TOWARDS THE BUILDING
- 8 LINEAR WALL-MOUNTED UPLIGHTS ANGLED TOWARDS THE BUILDING



1	CONCRETE WALL WITH STUCCO FINISH, PAINT NUMBER SW9006 - EXTRA WHITE, REFER TO PART NOTE.
2	IMPACT RATED ALUMINUM WINDOWS AND DOOR STORAGE SYSTEMS.
3	NOT USED
4	ALUMINUM PERFORATED METAL
5	PROPOSED BIKE RACK
6	CONCRETE PARAPET
7	ALUMINUM SIGN MOUNTED TO PERFORATED WARE MESH
8	ALUMINUM SIGN MOUNTED TO WALL
9	EXTERIOR PATHWAY LIGHTING
10	NOT USED
11	CONCRETE CANOPY, PAINT NUMBER SW7441 - COLOMBIAN GREY, REFER TO PART NOTE.

GENERAL CONTRACTOR SHALL COORDINATE WITH PLUMBING DRAWINGS AND ELEVATIONS THE LOCATION OF ALL OVERFLOW ROOF PLUMBING LINES.

- * ALL EXTERIOR WALLS SHALL RECEIVE (1) COAT OF PRIMER AND (2) COATS OF PAINT (SHERWIN WILLIAMS EXTERIOR SUPER PAINT).
- * PAINT NUMBER: SW 7005 - EXTRA WHITE IS FOR REFERENCE ONLY. PAINT TO MATCH THE BUILDINGS EXISTING COLOR. GC TO PROVIDE PAINT SAMPLE FOR APPROVAL.
- * PAINT NUMBER: SW 7541 - COLONNADÉ GREY IS FOR REFERENCE ONLY. GC TO PROVIDE PAINT SAMPLE FOR APPROVAL.

[illegible]

**BROWARD COUNTY TAX
COLLECTOR**

3 SW 129TH AVE PEMBROKE PINES, FL 33027

DATE:	07.30.26
DRAWN BY:	A.S
DESIGNED BY:	J.A.VIDAL
REVIEWED BY:	M.D.FNDZ
PROJECT NO.	25-0024

[illegible]

A-2.0

**ORC SUBMISSION
OPTION**

2 NORTH ELEVATION
SCALE 3/16" = 1'-0"

1 WEST ELEVATION
SCALE 3/16" = 1'-0"

ELEVATION KEY NOTES:

- 1 CONCRETE WALL WITH STUCCO FINISH, PAINT NUMBER: SW7008 - EXTRA WHITE. REFER TO PAINT NOTE.
- 2 IMPACT RATED ALUMINUM WINDOWS AND DOOR STOREFRONT SYSTEMS.
- 3 NOT USED.
- 4 ALUMINUM PERFORATED METAL.
- 5 PROPOSED BRKE RACK.
- 6 CONCRETE PARAPET.
- 7 ALUMINUM IRON MOUNTED TO PERFORATED WIRE MESH.
- 8 ALUMINUM IRON MOUNTED TO WALL.
- 9 EXTERIOR PATHWAY LIGHTING.
- 10 NOT USED.
- 11 CONCRETE CANOPY, PAINT NUMBER: SW7041 - COLONNADE GREY, REFER TO PAINT NOTE.

NOTE:

GENERAL CONTRACTOR SHALL COORDINATE WITH PLUMBING DRAWINGS AND ELEVATIONS THE LOCATION OF ALL OVERFLOW ROOF PLUMBING LINES.

PAINT NOTE:

- ALL EXTERIOR WALLS SHALL RECEIVE (1) COAT OF PRIMER AND (2) COATS OF PAINT (SHERWIN WILLIAMS EXTERIOR SUPER PAINT).
- PAINT NUMBER: SW7008 - EXTRA WHITE IS FOR REFERENCE ONLY. PAINT TO MATCH THE BUILDING'S EXISTING COLOR. GC TO PROVIDE PAINT SAMPLE FOR APPROVAL.
- PAINT NUMBER: SW7041 - COLONNADE GREY IS FOR REFERENCE ONLY. GC TO PROVIDE PAINT SAMPLE FOR APPROVAL.

BROWARD COUNTY TAX
COLLECTOR

3 SW 129TH AVE PEMBROKE PINES, FL 33027

DATE:	07.30.26
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PROJECT NO.:	25-0024

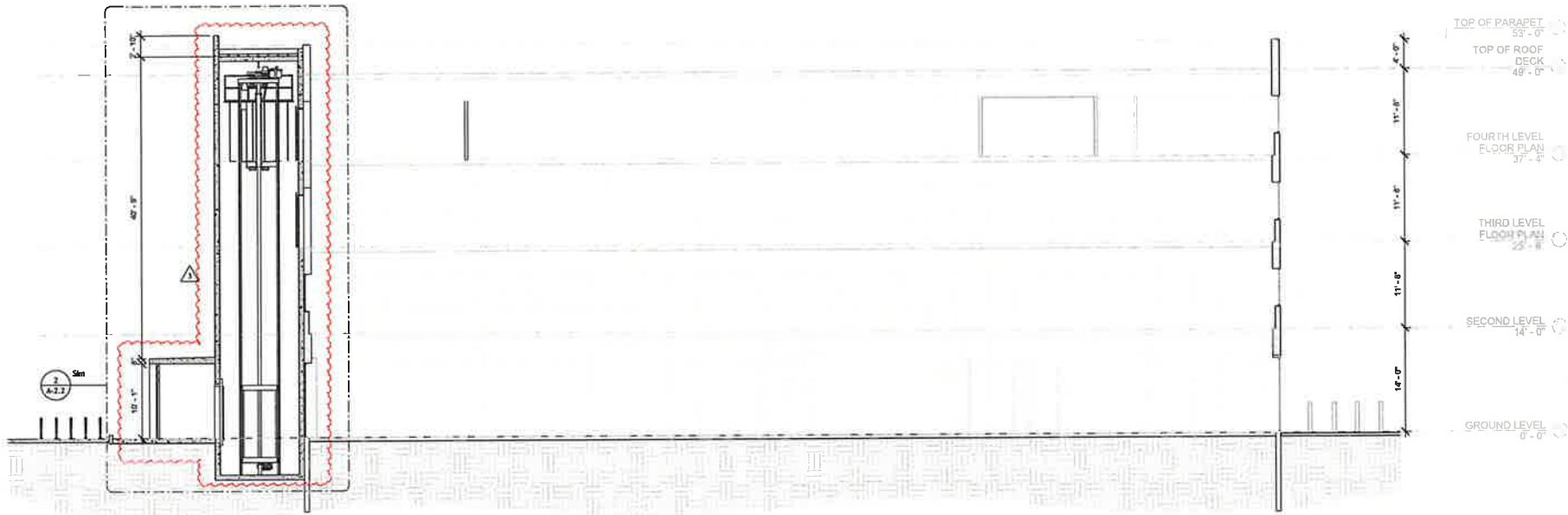
NO.	DESCRIPTION	Date
1	REVISION 1	07/30/26
2	REV-2 DRC	08/14/26



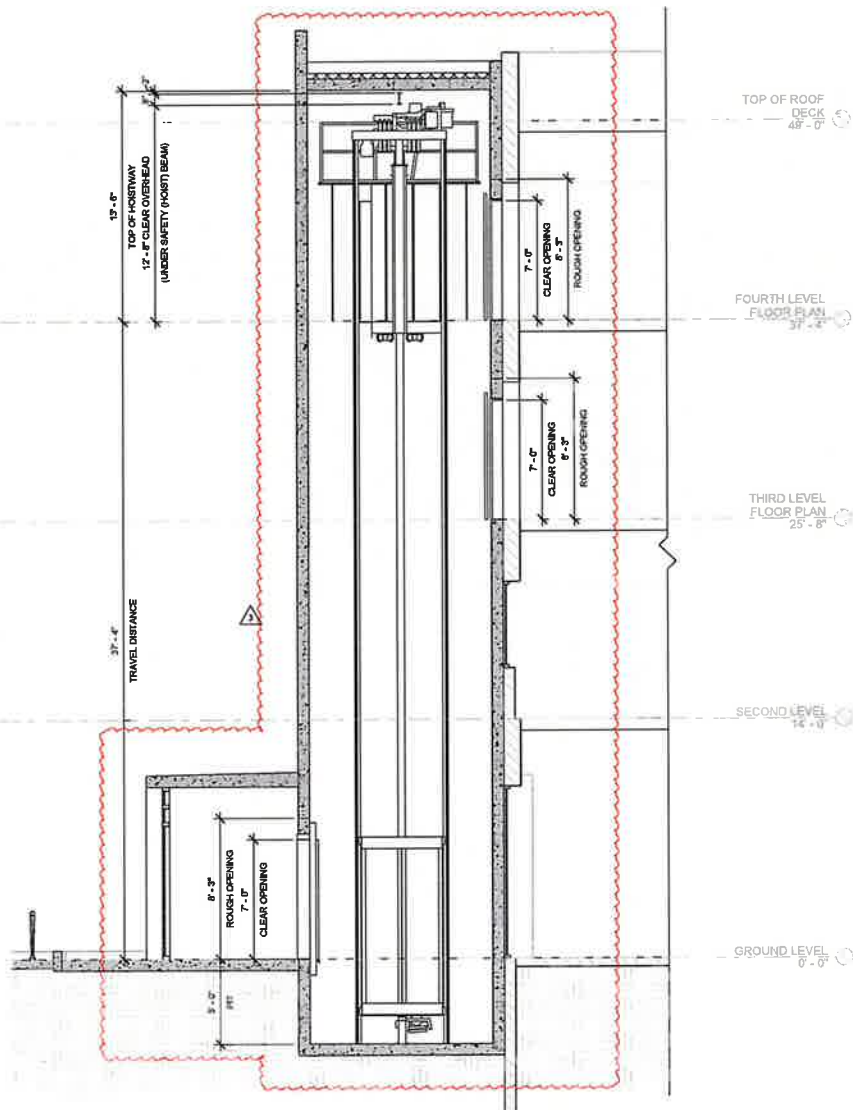
ELEVATIONS.

A-2.1

DRC SUBMITTION
OPTION



1 BUILDING SECTION
SCALE: 1/8" = 1'-0"



2 ENLARGED SECTION
SCALE: 1/8" = 1'-0"

BROWARD COUNTY TAX COLLECTOR

3 SW 129TH AVE PEMBROKE PINES, FL 33027

DATE: 07.30.26
DRAWN BY: A.S.
DESIGNED BY: J.A.VIDAL
REVIEWED BY: M.D.FNDZ
PROJECT NO: 25-0024

REVISIONS	
NO.	DESCRIPTION
1	REVISED
2	
3	
4	
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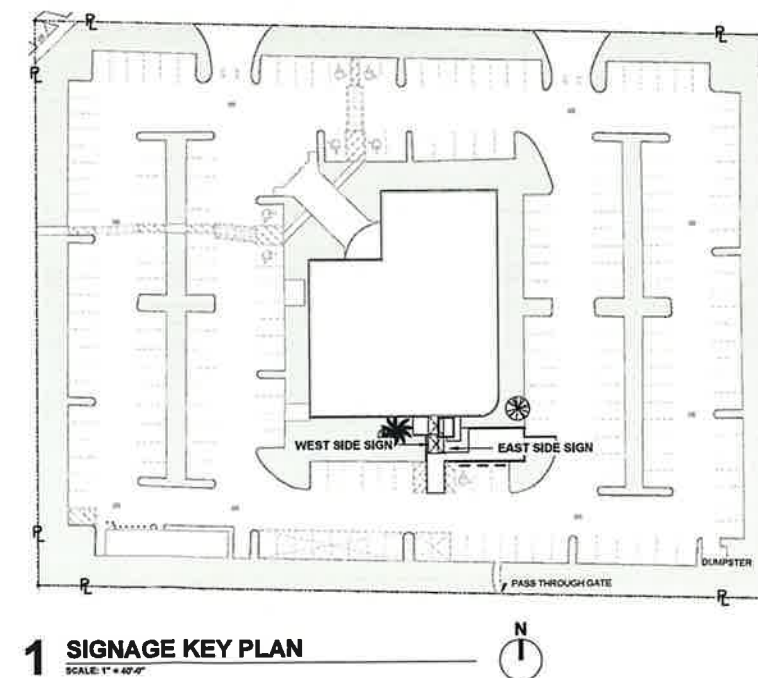
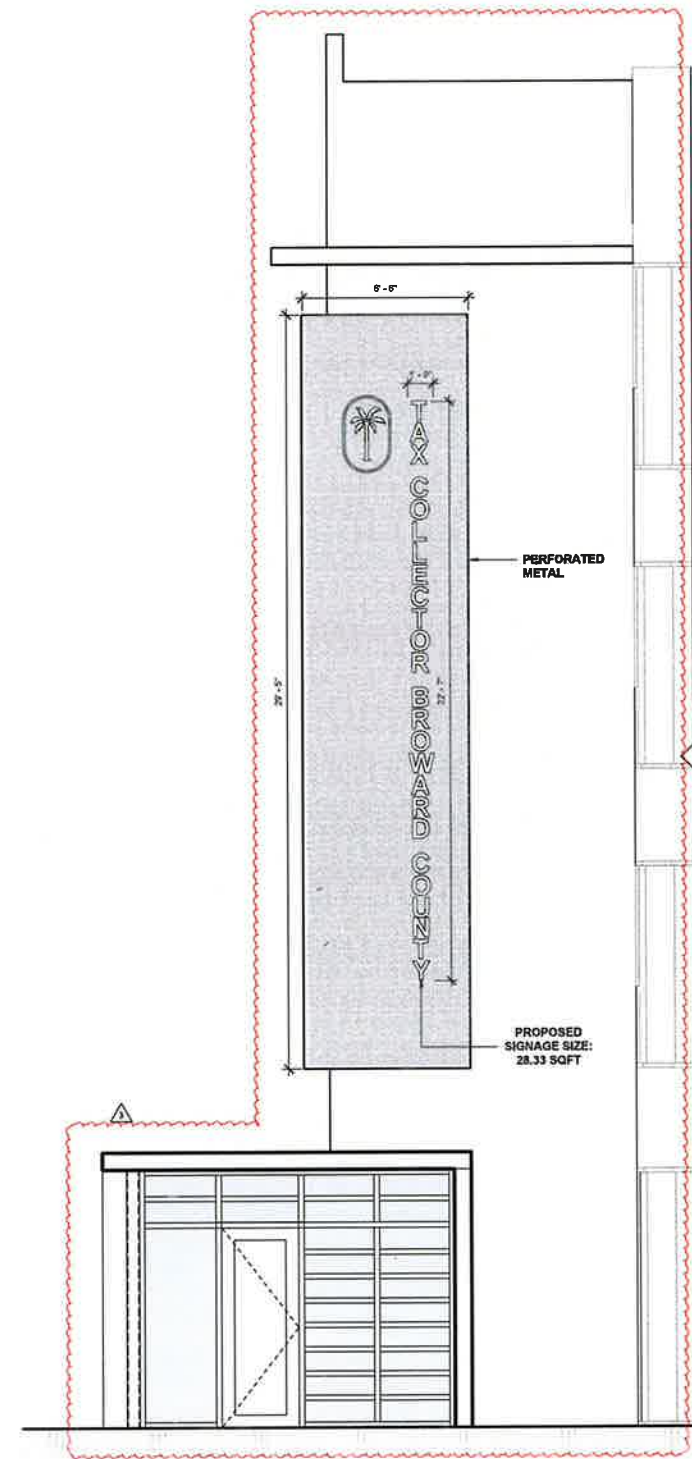
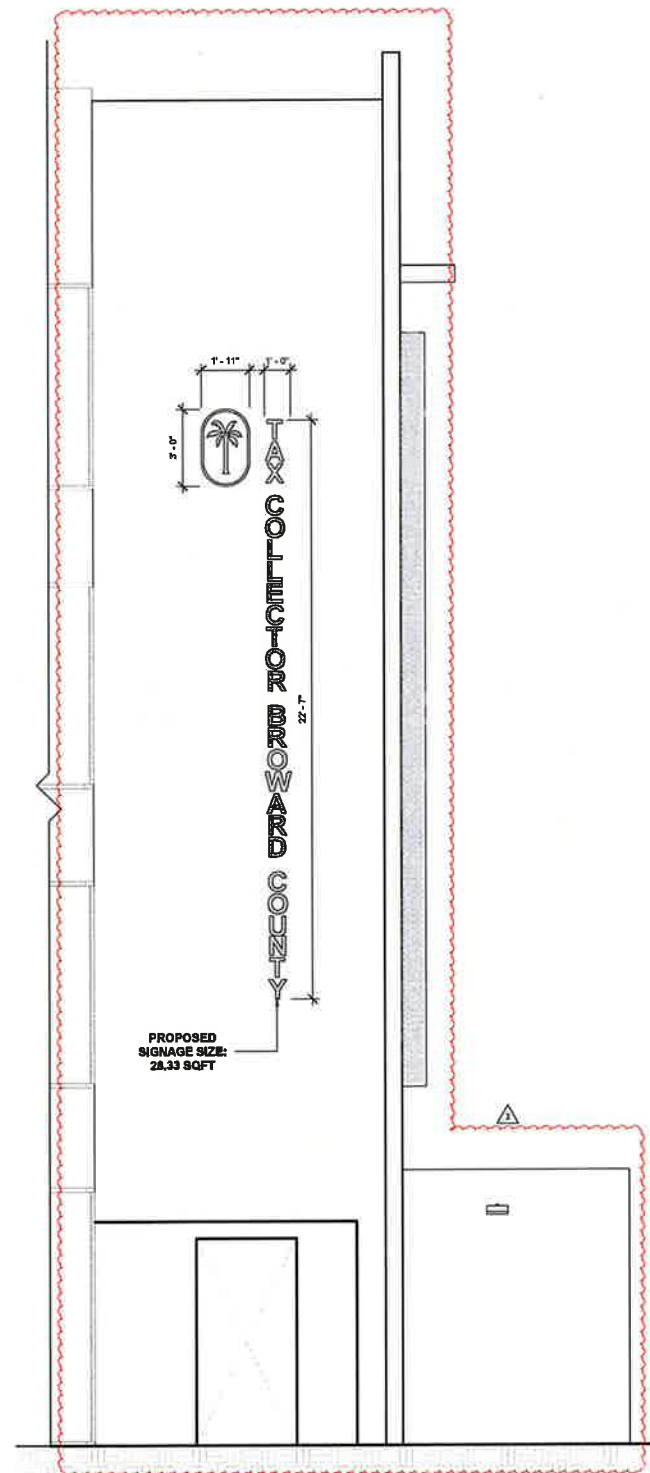
SECTIONS

A-2.2

ORC SUBMISSION
OPTION



3103 NW 33RD STREET
SUITE 200
FORT LAUDERDALE, FL 33309
TEL: 954.487.1888
WWW.3AGROUP.COM

BROWARD COUNTY TAX
COLLECTOR

3 SW 129TH AVE PEMBROKE PINES, FL 33027

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REVIEWED BY:	M.O.FNDZ
PROJECT NO.	25-0024

[illegible]

JOSE A. VIDAL A894555
MANUEL D. FERNANDEZ
05/06/2011
05/06/2011

Digitally signed by Manuel D. Fernandez
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o=Florida Architects, email=manuel.d.fernandez@fla.com,
c=US

Date: 2026.08.03 12:25 -0400

SIGNAGE DETAILS

A-3.0



1 EXISTING CONDITIONS
SCALE: N/A



2 EXISTING CONDITIONS
SCALE: N/A



3 EXISTING CONDITIONS
SCALE: N/A



4 EXISTING CONDITIONS
SCALE: N/A



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BROWARD COUNTY TAX COLLECTOR

3 SW 129TH AVE PEMBROKE PINES, FL 33027

DATE: 07.30.25
DRAWN BY: A.S.
DESIGNED BY: J.A. VIDAL
REVIEWED BY: M.D. FNDZ
PROJECT NO: 25-0024

REVISIONS		
NO.	DESCRIPTION	DATE
1	REVISED	08.14.25



EXISTING CONDITIONS

A-3.1
DRG SUBMISSION
OPTION



1 PROPOSED RENDER
SCALE: N/A



2 PROPOSED RENDER
SCALE: N/A



3 PROPOSED RENDER
SCALE: N/A



4 PROPOSED RENDER
SCALE: N/A

**BROWARD COUNTY TAX
COLLECTOR
COLLECTOR**

3 SW 129TH AVE PEMBROKE PINES, FL 33027

DATE:	07.30.26
DRAWN BY:	A.S.
DESIGNED BY:	J.A. VIDAL
REVIEWED BY:	M.D. FNDZ
PROJECT NO.:	25-0024

NO.	DESCRIPTION	DATE
1	REVISED	08.14.26

JOSIE A. VIDAL AR 94535
MANUEL D. FERNANDEZ
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DN: cn=J.A. Vidal, ou=Architectural Group, o=Architectural Group, email=j.avidal@agroup.com, c=US
Date: 2026.08.07 13:26:26 -0400

RENDERINGS

A-3.2

DRG SUBMISSION
OPTION

