

July 28, 2025

Mr. Jason Chockley
Assistant Director, Community Development Department
City of Cooper City
9090 SW 50th Place
Cooper City, FL 33328

RE: MONTERRA PHASE II
REVISED DESIGN GUIDELINES
LETTER OF INTENT/CRITERIA LETTER
CTA PROJECT NO. 10-0026-007-08

CRANEN THOMPSON



& ASSOCIATES INC.

Engineers
Planners
Surveyors
Landscape Architects

Dear Mr. Chockley:

Please accept this submittal on behalf of Monterra Investments, LLC. to revise the Design Guidelines for the Monterra Development in order to maintain consistency with the proposed development. These design guidelines were established as part of the Planned Mixed-Use Development District (PMUD) rezoning and serve to inform the design of the structures, landscaping, layout, and circulation. This site is almost entirely built except for the southern portion of parcel C-2, a 2.57-acre parcel located at the southwest corner of Solano Avenue and N University Drive (Parcel ID: 514104030110).

The revision to the Design Guidelines proposes the following changes:

- Update to the Plat Note restrictions on page 5 and the uses on pages 6 and 7 to account for the Plat Note Amendment application currently in review.
- Update to Exhibit 2b-2 on page 8 to show the circulation in the site as it is proposed in the submitted site plan application.
- Update to the text regulating sign types on pages 27 and 32 to indicate that there will be two Type C-1 signs and only one Type C-2 sign. This is due to the change in the sign type on the subject site from a Type C-2 to a Type C-1. The diagram on Page 30 has been revised to indicate the new sign type.

This update to the Design Guidelines is necessary in order to incorporate the change in use as proposed in both the Plat Note Amendment and the Conditional Use Permit applications and to account for the site circulation as proposed in the Site Plan application.

3563 NW 53rd Street
Fort Lauderdale, FL 33309-6311
Phone: (954) 739-6400
Fax: (954) 739-6409

We are submitting these applications in order to provide a development with a use that will be a valuable asset to the Monterra community. Our site plan (submitted concurrently with this application) proposes an indoor climate-controlled self-storage facility. Self-storage facilities have become a much-needed part of the South Florida built environment.

With denser residential development and smaller living spaces, residential storage space is limited. Self-service storage facilities provide convenient and secure climate-controlled storage for a variety of users. Whether storing holiday decorations or temporarily storing furniture during home renovations, having a conveniently located storage unit is a bonus to Monterra residents.

While the facility will be visible from N University Drive, access will be from the west and north, creating easy access for nearby residents. As part of the Monterra Commons development, we are proposing a site that integrates pedestrian and bicycle access, allowing users of nearby businesses to also visit the site.

By swapping sign types to a Type C-1 sign, we are providing a sense of continuity between the north side of Monterra Commons to the south side. This free-standing sign will provide the needed visibility and accommodates the single tenant building.

The following explains how the proposal is consistent with the Criteria for Reviewing Rezoning Requests, as enumerated on the Rezoning Application.

- (1) The proposed change is not contrary to the adopted comprehensive plan, as amended, or any element or portion thereof.**

RESPONSE:

Future Land Use Element:

- **Policy 1.1.10** The City shall include provisions in the land development code that require proposed future development/redevelopment to be compatible with the site's topography and soil conditions to protect the water supply and minimize flooding problems. (BCO 9.10.00).

The proposed development includes a multi-story building, which maximizes the use of the land while allowing for plenty of landscaping to encourage the absorption of rainwater.

- **Policy 1.2.1** All public and private land development should be located in areas where public facilities and services are available or are scheduled to be available in accordance with the City's adopted Capital Improvement Element prior to receiving a certificate of occupancy. (BCP 1.04.01, BCO 8.03.00)

This property is the last vacant portion of a much larger master planned development. Water and sewer facilities have already been installed throughout the commercial properties to the north and residential properties to the south and west. This portion of the master plan was always intended to be commercial, and any public facilities planning has taken this into consideration.

- **Policy 1.2.5 Promote infill development by encouraging new projects to locate adjacent to existing development where water and wastewater facilities are in place and through the provision of potable water and sanitary sewer service to those developed areas, which are currently inadequately served. (BC.P 8.03.02)**

This property is surrounded by recently constructed developments. All facilities are compatible with what is proposed, and this development will serve to fill the gap in the urban fabric.

- **Policy 1.3.2 New development shall preserve and protect all valuable trees and vegetation or shall increase the canopy coverage in accordance with the City's Tree Preservation Ordinance.**

All landscaping proposed on site will meet or exceed the City's landscaping requirements. The site only has existing trees along Solano Avenue.

- **Policy 1.3.5 Minimize scattered and strip commercial development by encouraging the development of shopping centers which incorporate site planning and design techniques resulting in more spacious and creatively designed centers.**

The design of this site condenses the built environment in a way that allows a more logical vehicular circulation and landscaping that promotes percolation over sheeting. Fewer drive aisles means greater space for the business and a better use of the land.

- **Policy 1.3.8 New developments adjacent to or in the vicinity of surface waters shall be designed so as to minimize the direct discharge of stormwater runoff into such bodies of water. (BCP 9.04.02)**

All buildings, vehicular areas, and pedestrian circulation are situated away from the existing canal that borders University Drive. The surface waters in this canal will not be directly impacted by the construction or day-to-day business operations.

- **Policy 1.3.14 New non-residential development shall provide pre-treatment for**

stormwater runoff through grassy swales, wetlands filtration, ex-filtration trenches or other means consistent with Section 3.2 Basis of Review for Surface Water Management Permit Applications Within the South Florida Water Management District (April, 1987), as amended, which require use of Best Management Practices. (BCP 9.09.02)

The required pre-treatment will be provided through the use of underground exfiltration trench.

- **Policy 1.4.1 The city shall continue to implement buffering requirements in the Land Development Regulations to ensure that there is sufficient horizontal separation and/or physical barriers in order to protect the quality of lifestyle and provide visual separation of adjacent land uses and intensities.**

The proposed building will be set back over 69' from the southern property line and over 45' from the west property line. This leaves around 85' between the building and the adjacent townhomes and around 130' between the building and the closest single-family home.

- **Policy 1.4.3 The city shall continue to implement programs to encourage integration of mixed land uses by utilizing innovative zoning techniques such as PUD, PRD, Commercial/Office with Residential where suitable, to assist in fostering more balanced and energy-efficient land use.**

While the associated B-3 rezoning will remove the planned development designation, the site will still be governed by the Design Guidelines that were adopted by the Commission in order to ensure that the use and development of the land is consistent with the remainder of the PMUD.

- **Policy 1.6.3 All new and existing development and redevelopment shall be required to connect to and use the public facilities when such facilities are made available by the City.**

This development will connect to existing City facilities.

- (2) The proposed change would not create an isolated zoning district unrelated and incompatible with adjacent and nearby districts.**

RESPONSE: The Revised Design Guidelines will not create an isolated or incompatible zoning district as it is only updating certain information based on the proposed use and site plan.

(3) Existing zoning district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

RESPONSE: This rezoning application does not propose any change to the zoning district. It only updates the information contained in the existing Design Guidelines.

(4) The proposed change will not adversely affect living conditions in the neighborhood.

RESPONSE: The townhomes to the south and the single-family homes to the west were built with the understanding that this site would be developed as a commercial development. The proposed use will reduce the anticipated traffic and the change to the diagram on page 8 will memorialize the entry points to the site.

(5) The proposed change will not create or excessively increase automobile and vehicular traffic congestion or otherwise affect public safety.

RESPONSE: The proposed development introduces a business (self-storage) that is a low-traffic, low intensity use. Traffic will not be negatively impacted and public safety will still be provided through smart design and the development review by the City. The number of commercial trips (as calculated per the Broward County TRIPS application) reduces from 973 to 529 for a total of 444 fewer anticipated trips. The self-storage use adds an additional 21 trips. Overall, this is 423 fewer trips than were previously approved for this site.

(6) The proposed change will not adversely affect other property values.

RESPONSE: All surrounding properties were developed when the original Design Guidelines were adopted. The property will still be a commercial development but will now be able to provide an additional business type that supports residential uses more than any other. The impact on neighboring properties will be positive due to the nature of the business and the reduction of potential traffic. Self-service storage allows residents within Monterra to keep their belongings nearby.

(7) The proposed change will not be a deterrent to the improvement or development of other property in accord with existing regulations.

RESPONSE: All surrounding properties have been developed. This request does not negatively impact redevelopment of any nearby lands.

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Design Guidelines
Letter of Intent/Criteria Letter

(8) The proposed change will not constitute a grant of special privilege to an individual owner as contrasted with the welfare of the general public.

RESPONSE: The update to the Design Guidelines does not grant special privilege to anyone. It allows the guiding document to be consistent with the other proposed applications.

(9) There are substantial reasons why the property cannot be used in accord with existing zoning.

RESPONSE: The Design Guidelines must be revised when the plat note is revised or when a proposed site plan necessitates a change to one of the diagrams. This is the case with this application.

Thank you for taking the time to review our request for the revision of the Design Guidelines. I hope this letter clearly illustrates how our application meets the criteria required for rezoning in the City of Cooper City.

If you have any questions or concerns, please contact me at (954) 739-6400 x 344 or by email at medge@craventhompson.com.

Sincerely,

CRAVEN THOMPSON & ASSOCIATES, INC.



MATTHEW R. EDGE, CNU-A
Land Planner



CITY OF COOPER CITY
COMMUNITY DEVELOPMENT DEPARTMENT /
PLANNING AND ZONING DIVISION

Design Guidelines

REZONING APPLICATION

ATTENTION: Prior to submission of application, the Petitioner &/or Owner must schedule a pre-submittal meeting with the Community Development Staff to review the proposed project, the submittal and processing requirements. The submittal dates for DRC and P&Z Board can be found on the City's website at: www.coopercityfl.org. ALL ADVERTISING AND RECORDING FEES WILL BE THE RESPONSIBILITY OF THE APPLICANT.

FOR STAFF ONLY:
 PETITION #: 26-2-25
 DATE PETITION FILED:
6/04/2025

Date of Pre-Submittal Meeting: 09/28/2023

INSTRUCTIONS TO APPLICANT:

1. Please complete all requested information on this application. If not applicable, indicate with N/A.
2. A completed Notarized General Application must accompany this application.
3. Refer to Code Section 23-151
4. Make Checks payable to the City of Cooper City per the current Fee Schedule.

I. ZONING INFORMATION

Existing Zoning: PMUD Code Section: 23-70
 Proposed Zoning: PMUD/B-3 Code Section: 23-70/23-50

Land Use Plan Designation: Commercial with Dashed Line Irregular 3.663

Acreage or Square Footage: 20.27 acres

Brief Legal Description (attach full Legal Description): MONTERRA PLAT 175-155 B

POR OF PAR C-2,DESC AS,COMM NE COR OF PAR C-2,SELY 313.93,SE 203.32 TO
P/C,SELY 327.49, SW 100 TO P/C,SELY 616.54 TO POB, SELY 375.14,SW 315.07,NW 299.90

II. ADJACENT PROPERTIES

Adjacent Property	Land Use Plan Designation	Zoning Designation	Existing Use(s) of Property
NORTH	Dashed Line Irregular 3.663	PMUD	Office Building
SOUTH	Dashed Line Irregular 3.663	PMUD	Multifamily Residential
EAST		A-1 (DAVIE)	Canal/ROW
WEST	Dashed Line Irregular 3.663	PMUD	Single Family Residential

If previous approvals of adjacent properties affect the subject Petition, please include a brief description of the approved square footage or the number of dwelling units.

III. CRITERIA FOR REVIEWING REZONING REQUESTS

The applicant should address each of the following criteria in the justification of the rezoning request. Responses should be on separate sheets and attached.

- (1) The proposed change is not contrary to the adopted comprehensive plan, as amended, or any element or portion thereof;
- (2) The proposed change would not create an isolated zoning district unrelated and incompatible with adjacent and nearby districts;

JUN 04 2025

CITY OF COOPER CITY
PLANNING DIVISION

9090 SW 50 PLACE
COOPER CITY, FL 33328
(954) 434-4300



CITY OF COOPER CITY
COMMUNITY DEVELOPMENT DEPARTMENT /
PLANNING AND ZONING DIVISION

- (3) Existing zoning district boundaries are illogically drawn in relation to existing conditions on the property proposed for change;
- (4) The proposed change will not adversely affect living conditions in the neighborhood;
- (5) The proposed change will not create or excessively increase automobile and vehicular traffic congestion or otherwise affect public safety;
- (6) The proposed change will not adversely affect other property values;
- (7) The proposed change will not be a deterrent to the improvement or development of other property in accord with existing regulations;
- (8) The proposed change will not constitute a grant of special privilege to an individual owner as contrasted with the welfare of the general public;
- (9) There are substantial reasons why the property cannot be used in accord with existing zoning.

IV. SUBMITTAL CHECKLIST

QTY	REQUIRED	YES (√)
	*Submittal requirements not to be duplicated if request accompanying other Petitions.	
1	Completed Original General Application	<input checked="" type="checkbox"/>
1	Completed Original Rezoning Application	<input checked="" type="checkbox"/>
1	Certificate of Title, property deed or other proof of ownership	<input checked="" type="checkbox"/>
*14	Copies of the Signed & Sealed Surveys – 1 Signed & Sealed Survey	<input checked="" type="checkbox"/>
*14	Plats, if property is platted	<input checked="" type="checkbox"/>
*14	Site Plans or Statements of Intent of proposed use of property (Check with Staff)	<input checked="" type="checkbox"/>
*14	Aerials Photos of subject site clearly delineating site boundary lines.	<input checked="" type="checkbox"/>
*14	Subject Site Maps clearly delineating site boundary lines with adjacent and nearby street names labeled.	<input checked="" type="checkbox"/>
1	Justification Statement	<input checked="" type="checkbox"/>
1	List of Property Owners within the 400' radius	<input type="checkbox"/>
1	Sets of Mailing Envelopes (labeled with Property Owners) & Use City's Address on the return	<input type="checkbox"/>
1	Radius Map from Property Appraisers Office showing 400' radius on tax map	<input type="checkbox"/>

V. SIGN CRITERIA FOR POSTING ON PROPERTY

Please refer to the attached code, Section 23-151(e) requirement for posting of the property, which is the responsibility of the applicant. If you have any question regarding the posting or other notification requirements of the Rezoning petition, please contact the Community Development Staff.

VI. STAFF USE ONLY			
Petition #: 26-2-25	Staff Intake By: T. MARKUEY	Intake Date: 6/04/25	
Sufficiency Completed by:		Sufficiency Date:	