

RECEIVED  
March 23, 2019.

## **Letter of Intent**

Our center was established for students with special needs who have learning difficulties or learning differences, including autism spectrum and other related disorders. We currently provide our services in Miami Lakes to students from kindergarten to 6th grade. We work on the academic and social skills of our students so that they can reach their full potentials. Our hours are from 7:30am to 5:00pm from Monday to Friday.

## **Curriculums Used**

The Living Independently with Fundamental Experiences (L.I.F.E. Program)

Miami dade county curriculum

We have a partnership with Early Autism Project, Inc. (EAP) to provide access to comprehensive education, transition and behavioral health services that are coordinated, seamless, child-centered and family-friendly .

We also work with the Down syndrome Association of Miami

Our dedicated special needs school is completely devoted to special education. It provides a self-contained environment for special needs students, where each student receives support for one or more special needs. Teachers and staff provide specialized programs to support students with different kinds of special needs, including learning, developmental, physical, and behavioral disabilities. They do so through a wide range of accommodations, modifications, and treatments.

- There are many environments through which special needs support can be delivered. For instance, we are a dedicated special needs school with integrated classes, and regular classes with direct support.
- We are able to deliver to the special needs of students with accommodations, modifications, and remediations.
- We offer additional services for special needs students, such as speech-language therapy, behavioral and occupational therapy. We use the Independent Education Plan known as the (IEP), which helps us meet the individual needs of every student.

We have created an indoor play gym and playground that meets the unique needs of children with disabilities. Children with Autism Spectrum Disorders and other special needs often struggle with playing and socializing in an over-stimulating environment like a traditional outdoor playground. Our indoor playground gym meets the needs of all the children with structured classes, as well as individualized attention and adaptation during free play. With our specialized equipment, sensory-based toys, Open Play structure, and unique environment we offer a place where all kids can play, create, and use their imagination. Our indoor playground is committed to providing a safe, nurturing, and fun environment for all kids, to foster learning, exploration and safe sensory experiences. It is also used for the students to receive individualized therapies from their therapist using the Individualized education plan (IEP). Our center will also provide outdoor educational field trips that accommodate to the special needs of the children.

If you have a child with special needs, you know the frustration of searching for a school that can offer the accommodations that your child needs. A safe environment with trained teachers and therapists. Our School has been specialized for students that can't meet their full potential in traditional school environments. The Parents or guardians of the children will have a designated drop off pick up area. Where the children will be received by a staff member because it is necessary for each student to be supervised at all times. There will also be specific parking spots for the parents.

I am asking for this variance in order to move forward in providing our specialized services to our students. An outdoor playground would not be beneficial to the students because we will be using our indoor gym and therapy room for the safety and needs of the children.



**Child Care Check List for  
Day Nursery, Day Care Center, Kindergarten and Private School**

School Name: Tutor Me Federal ID 65-0902270  
School Address: 15600 NW 67 Ave Suite 204 Tax Folio # 32-2014-0210012

1. Is this an expansion to an existing school ☐ Yes ☒ No If yes, indicated the number of students: \_\_\_\_\_ and age and grade ranges originally approved: \_\_\_\_\_
2. Total size of site: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ + 43,560 sq. ft. = \_\_\_\_\_ acres
3. Number of children or students requested: \_\_\_\_\_ Ages: \_\_\_\_\_
4. Number of teachers: \_\_\_\_\_ Number of administrative & clerical personnel: \_\_\_\_\_
5. Number of classrooms: \_\_\_\_\_ Total square footage of classroom area: \_\_\_\_\_
6. Total square footage of non-classroom area (offices, bathrooms, kitchens, closets): \_\_\_\_\_
7. Amount of outdoor recreation/play area in square footage: N/A

NOTE: Location requirement for outdoor recreation/play areas must conform to §33-151.18(j)

8. Number & type of vehicle(s) that will be used in conjunction with the operation of the facility: N/A
9. Number of parking spaces provided for staff, visitors and transportation vehicles: parking spaces provided \_\_\_\_\_ parking spaces required by §33-124(L) \_\_\_\_\_
10. Indicate the number of auto stacking spaces: \_\_\_\_\_ provided \_\_\_\_\_ required.
11. Proposed height for the structure(s): \_\_\_\_\_ See §33-151.18(g).
12. Size of identification sign: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ sq. ft. See §33-151.18(c). Signage will require a separate permit. Contact the Permit Section at (786) 315-2100.
13. Days and hours of operation: Monday to Friday 7:30am to 5:00pm
14. Does the subject facility share the site with other facilities? ☐ Yes ☒ No. (If yes, the space which will be used solely for the school facility during the hours of operation must be indicated on the plans, pursuant to §33-151.16).
15. If the school will include residential uses, do such uses meet the standards provided in §33-151.17? ☐ Yes ☒ No (If yes, describe the residential uses and indicate same on the plans).

PHYSICAL STANDARDS: OUTDOOR RECREATION SPACE AND CLASSROOM SPACE MUST BE CALCULATED IN TERMS OF THE MAXIMUM NUMBER OF CHILDREN IN ATTENDANCE AT ANY ONE TIME.

The following information will determine the maximum number of children permitted at the facility. WHEN GRADE LEVELS OVERLAP, THE MORE RESTRICTIVE SHALL BE USED.

CLASSROOM SPACE: Calculated by grade levels.

- a. Day Nursery/Kindergarten, preschool and after-school care

35 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

- b. Elementary Grades 1-6

30 sq. ft. x \_\_\_\_\_ (number of children) = 40 sq. ft. of classroom area required.

- c. Junior High and Senior High Schools (Grades 7-12)

25 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

TOTAL SQUARE FOOTAGE OF CLASSROOM AREA REQUIRED: \_\_\_\_\_.

TOTAL SQUARE FOOTAGE OF CLASSROOM AREA PROVIDED: \_\_\_\_\_.

OUTDOOR RECREATION SPACE:

*Variance*

- a. Day nursery/kindergarten, preschool and after school care

45 sq. ft. x \_\_\_\_\_ ( $\frac{1}{2}$  of children) = \_\_\_\_\_

- b. Grades 1-6 500 sq. ft. x \_\_\_\_\_ (first 30 children) = \_\_\_\_\_

300 sq. ft. x \_\_\_\_\_ (remaining children) = \_\_\_\_\_

- c. Grades 7-12 800 sq. ft. x \_\_\_\_\_ (first 30 children) = \_\_\_\_\_

300 sq. ft. x \_\_\_\_\_ (next 300 children) = \_\_\_\_\_

150 sq. ft. x \_\_\_\_\_ (remaining children) = \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE REQUIRED: \_\_\_\_\_.

TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE PROVIDED: \_\_\_\_\_.

TREES: See §33-151.18(g), and the Planning Division (12<sup>th</sup> Floor) for additional requirements.

- a. 28 trees are required per net acre. Trees required: \_\_\_\_\_ Trees provided: \_\_\_\_\_.

- b. Ten shrubs are required for each tree required. Shrubs required \_\_\_\_\_ Shrubs provided \_\_\_\_\_.

- c. Grass area for organized sports/play area in square feet: \_\_\_\_\_.

- d. Lawn area in square feet (exclusive of organized sports/play area): \_\_\_\_\_.

School Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_ 4.

THE INFORMATION ABOVE IS COMPLETE AND IS CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed, sealed, executed and acknowledged on this 26 day of February at Miami-Dade County, Florida.

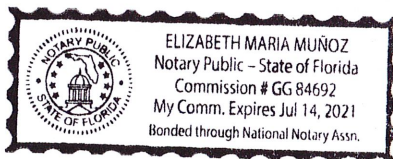
Jenny Espinosa  
Signature

WITNESSES:

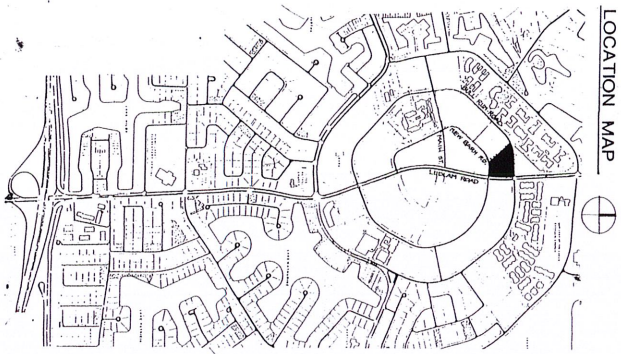
STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

I hereby certify that on this 26<sup>th</sup> day of February, 2019, before me personally appeared Jenny Espinosa, to me known to be the person described in and who executed the foregoing instrument and he/she acknowledged to me the execution thereof to be his/her free act for the uses and purposes therein mentioned.

MY COMMISSION EXPIRES: July 14, 2021







LOCATION MAP

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**OFFICE BUILDING**  
**MIAMI LAKES**  
THE GRAHAM COMPANIES  
6843 MAIN STREET  
MIAMI LAKES, FLORIDA 33014

**SITE INFORMATION**

|                       |            |            |
|-----------------------|------------|------------|
| 68099 LAND AREA       | 107,593 SF | 2.47 ACRES |
| LAND AREA             | 107,593 SF | 2.47 ACRES |
| BUILDING COVERAGE     | 17,153 SF  | 16.5%      |
| PAVED COVERAGE        | 66,115 SF  | 61.5%      |
| LANDSCAPED OPEN SPACE | 20,442 SF  | 19.1%      |
| REQUIRED              | 21,772 SF  | 20.2%      |

**BUILDING INFORMATION**

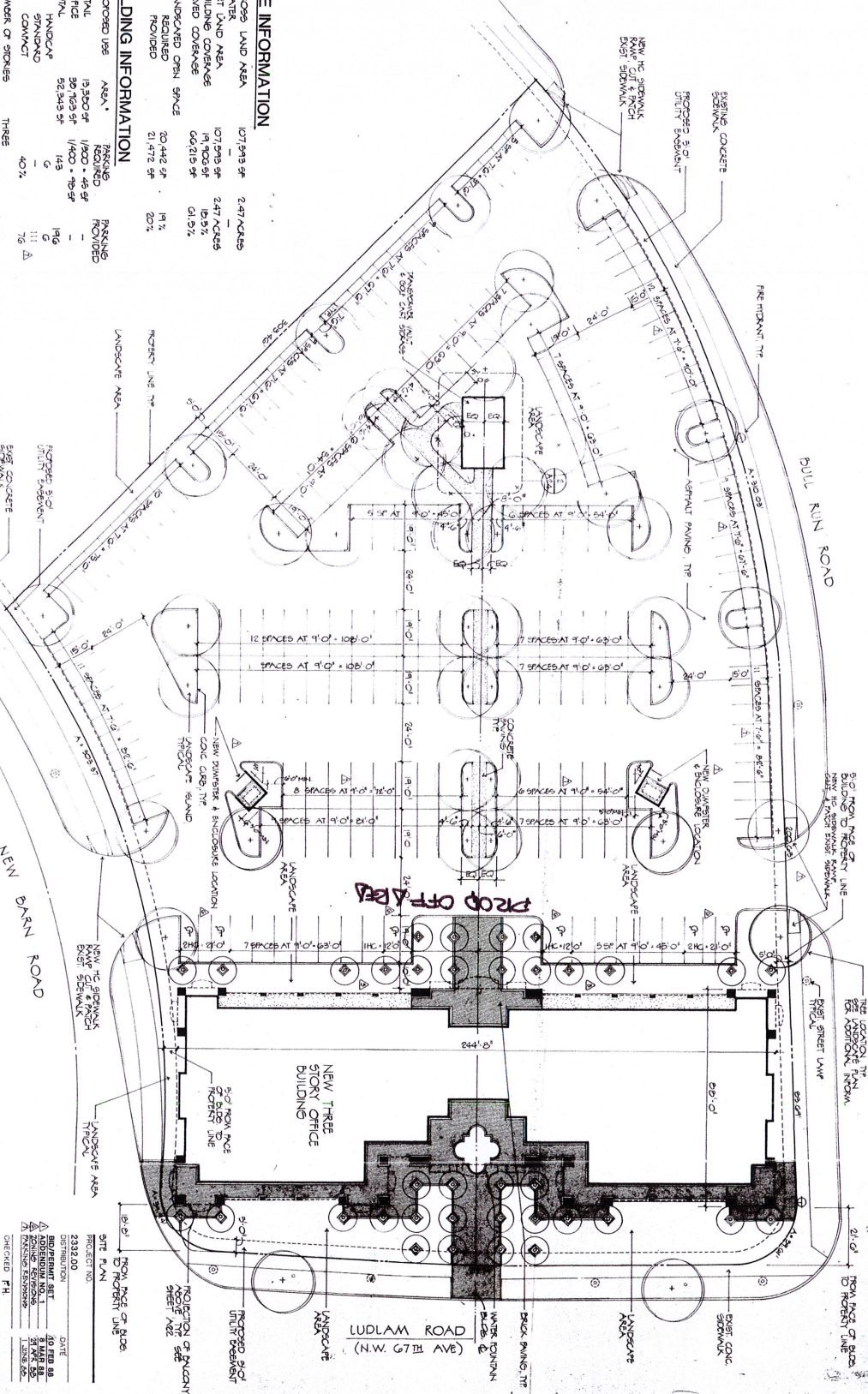
|                      |                               |               |                  |
|----------------------|-------------------------------|---------------|------------------|
| PROPOSED USE         | AREA                          | PROPOSED      | PARKING PROVIDED |
| RETAIL               | 13,300 SF                     | 1/800 - 48 SF | -                |
| OFFICE               | 39,763 SF                     | 1/400 - 10 SF | -                |
| TOTAL                | 52,343 SF                     | 143           | 196              |
| HANDICAP STANDING    | 6                             | 1             | 6                |
| CONTRACT             | 40%                           | 76            | 111              |
| NUMBER OF STORIES    | THREE                         |               |                  |
| MINIMUM HEIGHT       | 41'-0" TO TOP OF ROOF SLAB    |               |                  |
|                      | 53'-6" TO TOP OF DECKING ROOF |               |                  |
| FLOOR AREA AND       |                               |               |                  |
| 1ST FLOOR            | 15,030 SF                     |               |                  |
| 2ND FLOOR            | 17,153 SF                     |               |                  |
| 3RD FLOOR            | 14,500 SF                     |               |                  |
| TOTAL                | 52,343 SF                     |               |                  |
| TOTAL SQUARE FOOTAGE | 52,343 SF                     |               |                  |
| NET LAND AREA        | 107,593 SF                    |               |                  |
| TREES REQUIRED       | 19 TREES                      |               |                  |
| WATER UTILITY        | 45 TRENCH                     |               |                  |
| SEWER UTILITY        | 45 TRENCH                     |               |                  |
| WATER AND SEWER      | MIAMI DOCS WATER AND SEWER    |               |                  |

- △ HANDICAP PARKING NOTES:**
1. HANDICAP PARKING SPACES TO BE PROVIDED IN ACCORDANCE WITH ADA REQUIREMENTS.
  2. ONE (1) HANDICAP PARKING SPACE TO BE PROVIDED IN EACH FLOOR OF THE BUILDING.
  3. HANDICAP PARKING SPACES TO BE PROVIDED IN ACCORDANCE WITH ADA REQUIREMENTS.

**SITE PLAN.**  
SCALE: 1" = 20'-0"

**A1**

**ROWE HOLMES & HAMMER RUSSELL**  
ARCHITECTS, INC.  
100 MADISON STREET  
TAMPA, FL 33602  
TEL: 813-221-8271

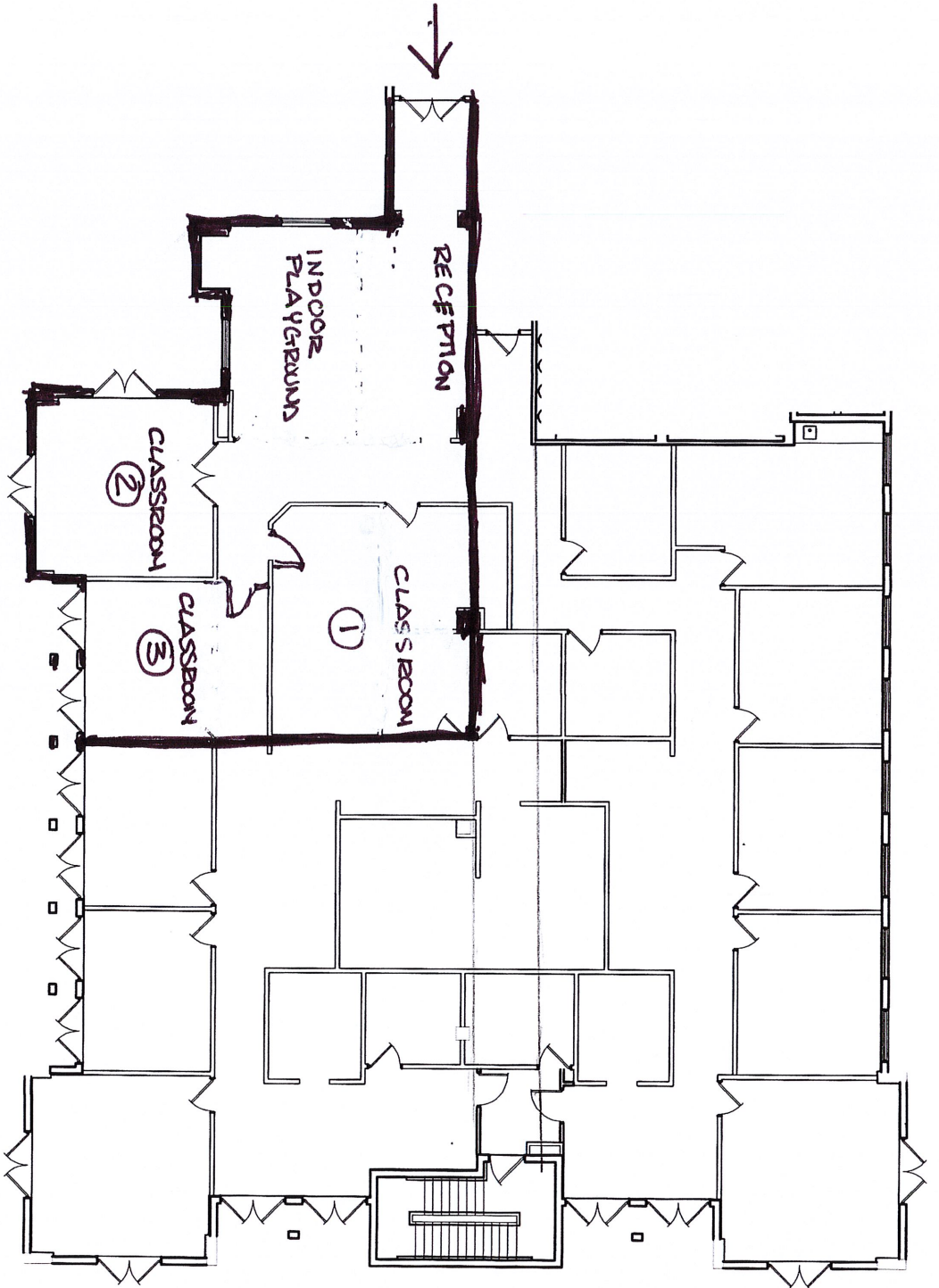


**GENERAL NOTES:**

1. CONSTRUCTION IS TO PROVIDE ALL STIPKAP AS FOLLOWS:
2. PROVIDE ALL STIPKAP ASSOCIATED WITH THE BUILDING, LANDSCAPING, AND OTHER AREAS OF THE PROJECT.
3. CONSTRUCTION IS TO MAINTAIN ALL EXISTING TREES AND LANDSCAPING TO REMAIN.
4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF MIAMI LAKES ORDINANCES.

**DATE:** 03/23/2019  
**BY:** [Signature]  
**CHECKED:** [Signature]  
**PROJECT NO:** 2392.00  
**DRAWN BY:** [Signature]  
**DATE:** 03/23/2019  
**BY:** [Signature]  
**CHECKED:** [Signature]  
**PROJECT NO:** 2392.00

ENTRANCE



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Partial Second Floor Plan



**Forbes Architects**  
4565 Ponce de Leon Boulevard, Suite 100  
Coral Gables, Florida 33146  
Florida Registration No. AA-F000104  
FA 10002 02-14-11

**Plaza Royale**  
Suite 204

**The Graham Companies**  
6843 Main Street  
Miami Lakes, FL 33014  
305 817 4025