

Community Redevelopment Agency (CRA) Areas Submittal Guidelines

Within the six Community Redevelopment Areas (CRA), specific data and detail is required with submittals to indicate compliance with Article 12 requirements. These guidelines will provide applicants with the information to assist in submitting full and complete applications for development and building permit review. This document does not contain information relating to reviews by other County departments.

❖ Plan Graphics

The lists below include information to be included within submittal plans and documents for both site development and building permit reviews (if applicable for specific site/project). Additional data may be required on a case-by-case basis to determine compliance with Article 12 regulations.

Site Plan Graphics:

- The streets should be labeled with their street designation. Each CRA area has a street regulating plan, found within the individual CRA.
- Delineate the minimum and maximum build-to-zone line (front and side street).
- Dimension the frontage buildout (linear distance). The required buildout is presented in percentage form within site data. This linear distance and the distance of the property lines should be included to correlate with the data table.
- Dimension the rear and side setbacks for all structures.
- Dimension the front, rear and side setbacks for parking lots and parking structures.
- Illustrate any proposed roof overhangs.
- Detail outline of adjacent existing or proposed structures and dimensions from property line (to reasonable extent).
- Include adjacent sidewalk(s) and existing and/or proposed sidewalk connection(s).
- Include proposed finished floor elevation on building footprint/s.

Site Plan Detail:

Contained within the site plan should be detailed specifications including, but not limited to:

- Dumpster enclosure
- ADA space and proposed parking space
- Bicycle rack
- Fence and/or wall
- Street type cross-section and proposed permitted street type
- Benches

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Architectural Plans:

- Indicate the proposed architectural style.
- Dimension the ceiling height of the first floor.
- Dimension the building height both from slab and from lowest permissible FFE.
- Detail the elevation of directly adjacent structures (within reason).
- Include roof slope.
- Depth of roof overhang.
- Materials including roof, siding, railings, etc.
- Window material showing compliance with transparency requirements (non-solar, non-mirrored glass with light transmission reduction of no more than forty percent).

❖ Site Plan Data

The charts below outline the structure of the site data tables which should be included within submittal plans for both site development and building permit reviews (if applicable for specific site/project).

Property Address			
Property ID/s			
CRA District			
Subdistrict			
Future Land Use			
Proposed Use/s			
Development Standards	Required	Proposed	
Lot area			
Lot width			
Building height in stories feet			

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Ceiling Height		
Residential density		
Hotel/motel density		
Building coverage		
Open space		

Building Type & Frontage Type				
Building Type				
Architectural Style				
Building Footprint				
Ceiling Height of First Floor	Required		Provided	
Frontage Type (Primary Streets)	Required		Type	
Frontage Regulations (e.g. depth, door recess, etc. based on frontage type)	e.g. Required Depth		e.g. Provided Depth	
	e.g. Required Door Recess		e.g. Provided Door Recess	
Façade Transparency (%)	Required		Provided	
Building Placement	Required		Proposed	
Frontage (%)				
Front Build-to-Zone				
Side at Street Build-to-Zone				
Side at Property Line Setback				
Rear Yard Setback				

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Parking Placement	Required	Proposed
Parking spaces		
Bicycle or Pedestrian Amenities		

❖ Alternative Compliance Request

Alternative Compliance requests identify the request for any deviation from the strict adherence to the requirements of Article 12, Divisions 1 through 7, Land Development Regulations, Martin County Code (LDR). See Article 12, [Division 1, Section 12.1.12.4](#).

Building Permit Review:

For projects that do not require development review and are reviewed through the building permit process, a separate alternative compliance application shall be submitted to the Growth Management Department. The application and instructions can be found at the link below. A fee shall be due as listed within the application.

<https://www.martin.fl.us/resources/cra-alt-comply-application>

Site Development Review:

For projects that do require development review, the applicant should submit a justification with the submittal as a separate, bookmarked PDF page in the electronic submittal. Each alternative compliance request should have separate justification. No separate fee shall be required for alternative compliance requested with a development review application.

For each request indicate the following:

1. Identify the specific section of the Land Development Regulations for which you are seeking alternative compliance.
2. Include justification for each request responding to the following six questions:
 1. Why strict adherence to the requirement(s) is not feasible. For example, unique circumstances on the property or site constraints (wetlands, access, property lines, native vegetation, etc.).
 2. How the proposed alternative provides an equal or superior means of meeting the intent and purpose of the regulation.
 3. How the alternative plan would help carry out specific goals or objectives in the particular CRA.
 4. Whether the alternative compliance request, as proposed, would create an adverse effect to nearby properties or the neighborhood. If so, describe how this will be mitigated.
 5. Whether the request will improve or provide for better integration of the proposed development with the surrounding off-site development. For

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example, does the request provide consistent setback or design with the neighborhood.

6. Describe any proposed mitigation efforts to offset the impacts of the request.

Staff will evaluate the alternative compliance request based on the above criteria. The Growth Management Director will consider the recommendation from staff and make the decision as to whether the request does or does not meet the requirements of the Section 12.1.12, Martin County LDRs.

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