



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. Application Information

HIGH MEADOW MEDICAL OFFICE (FKA PALM CITY BUSINESS PARK PHASE 3) REVISED MINOR FINAL SITE PLAN

Applicant/Owner:	Palm Beach Firefighters Employee Benefits Fund
Agent for the Applicant:	Engineering Design & Construction, Inc.
County Project Coordinator:	John Sinnott, Senior Planner
Growth Management Director:	Paul Schilling
Project Number:	P105-010
Record Number:	DEV2024040012
Report Number:	2024_1105_P105-010_Staff_Report_Final
Application Received:	05/16/2024
Transmitted:	05/17/2024
Date of Report:	07/03/2024
Application Received:	09/10/2024
Transmitted:	09/10/2024
Date of Report:	11/05/2024

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B. Project description and analysis

This is a request by Engineering Design & Construction, Inc., on behalf of Palm Beach Firefighters Employee Benefits Fund for revised minor final site plan approval to construct an approximately 15,827 square-foot two-story office/medical building and associated infrastructure. The subject 2.44-acre undeveloped site is located on the west side of SW High Meadow Avenue, approximately 0.62 miles south of the intersection of SW High Meadow Avenue and SW Martin Highway, in Palm City. Included is a request for a Certificate of Public Facilities Reservation.

The site is formerly known as Palm City Business Park Phase 3. Phase 3 was also formerly known as Gateway Towers. Phase 3 was added to the Palm City Business Park through a revised master site plan which was approved in July 2008 via Resolution 08-7.21, as recorded in Official Records Book 2364, Page 322. Phase 3 received final site plan approval in June 2009 for the construction of a 23,213-square foot office building and associated infrastructure. However, the post-approval process was not completed in accordance with Martin County Land Development Regulations, rendering the final site plan approval null and void.

The project is located inside the Primary Urban Services District with water and wastewater services available from Martin County Utilities.

C. Staff recommendation

The specific findings and conclusion of each review agency related to this request are identified in Sections F through T of this report. The current review status for each agency is as follows:

Section	Division or Department	Reviewer	Phone	Assessment
F	Comp Planning Review	John Sinnott	772-320-3047	Non-Comply
G	Site Design Review	John Sinnott	772-320-3047	Non-Comply
H	Community Redevelopment Review	John Sinnott	772-320-3047	N/A
H	Commercial Design Review	John Sinnott	772-320-3047	Non-Comply
I	Property Mgmt Review	Ellen MacArthur	772-221-1334	N/A
J	Environmental Review	Shawn McCarthy	772-288-5508	Comply
J	Landscaping Review	Lindy Cerar	772-320-3055	Non-Comply
K	Transportation Review	Stephanie Piche	772-223-4858	Comply
L	County Surveyor Review	Tom Walker	772-288-5928	Comply
M	Engineering Services Review	Matthew Hammond	772-288-5512	Non-Comply
N	Addressing Review	Emily Kohler	772-288-5400	Comply
N	Electronic File Submission Review	Emily Kohler	772-288-5400	Comply
O	Wellfield Review	Jorge Vazquez	772-221-1448	Comply
O	Water and Wastewater Review	Jorge Vazquez	772-221-1448	Comply
P	Emergency Mgmt Review	Amy Heimberger Lopez	772-285-7220	N/A
P	Fire Prevention Review	Doug Killane	772-419-5396	Comply
Q	ADA Review	Matthew Hammond	772-288-5512	Comply
R	Health Review	Nick Clifton	772-221-4090	N/A
R	School Board Review	Mark Sechrist	772-219-1200	N/A
S	County Attorney Review	Elysse Elder	772-288-5925	Ongoing
T	Adequate Public Facilities Review	John Sinnott	772-320-3047	Pending

D. Review Board action

This application complies with the threshold for processing as a minor development, pursuant to Table 10.2.C.1., Section 10.2.C., LDR, Martin County, Fla. (2023). As such, final action will be taken by the Growth Management Director.

Pursuant to Sections 10.1.E. and 10.2.B.2., Land Development Regulations, Martin County, Fla. (2019), it shall at all times be the applicant’s responsibility to demonstrate compliance with the Comprehensive Growth Management Plan (CGMP), Land Development Regulations (LDR) and the Code.

The applicant is required to re-submit materials in response to the non-compliance findings within this report. Upon receipt, the re-submitted materials will be transmitted for review to the appropriate review agencies and individuals that participate in the County's review process. A revised staff report will be created once the next review cycle has been completed.

E. Location and site information

Parcel number: 24-38-40-000-038-00000-0

Existing Zoning: Limited Industrial (LI)

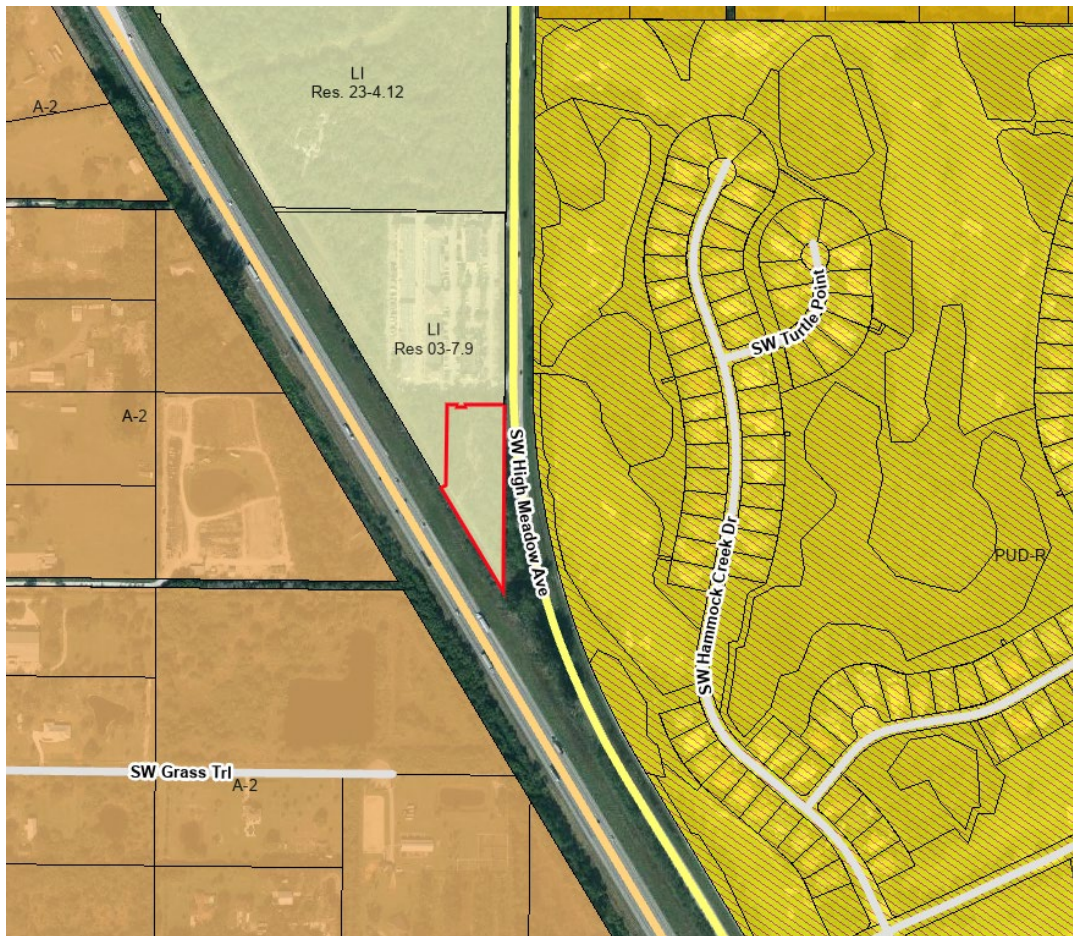
Future Land use: Industrial

Gross area of site: 2.44 acres

**Figure I:
Location Map**



**Figure II:
Zoning Map**



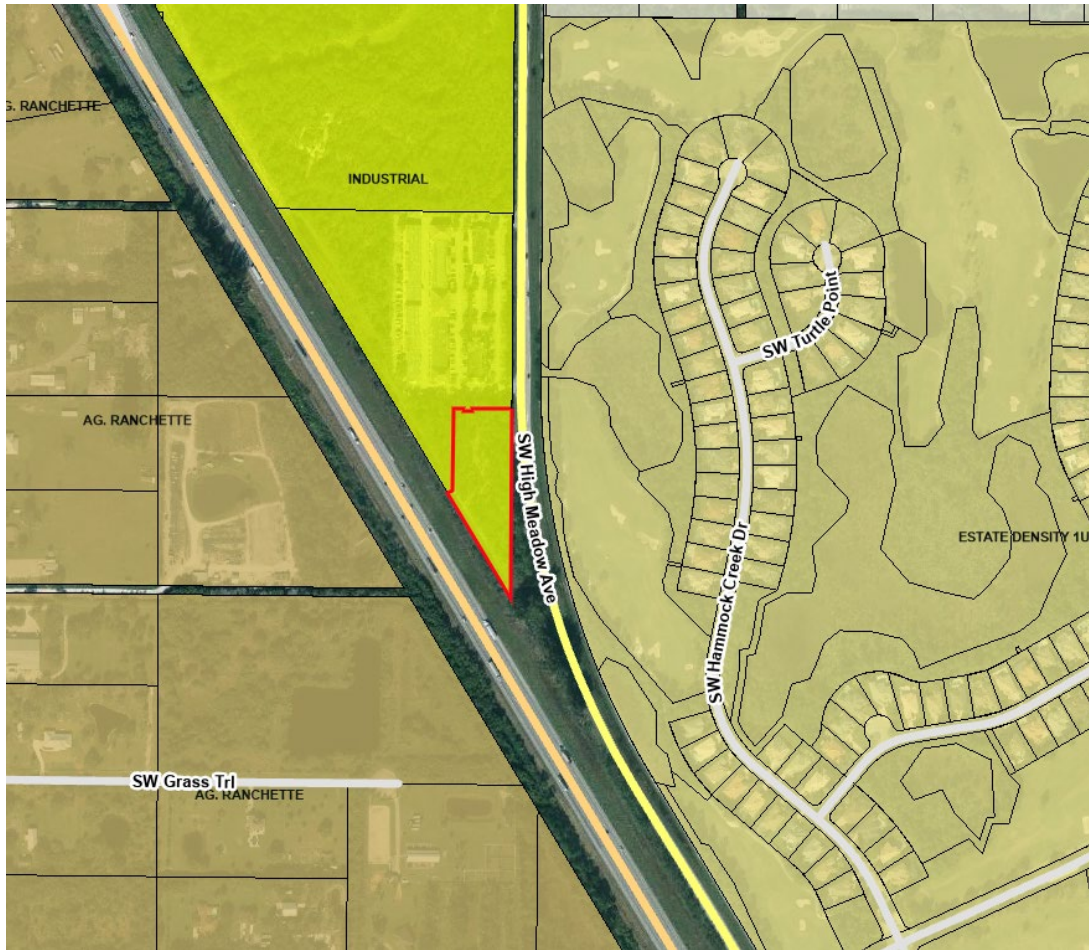
Property to the East: SW High Meadow Avenue, PUD-R (Hammock Creek)

Property to the North: LI

Property to the West: Florida's Turnpike, A-2

Property to the South: Florida's Turnpike, A-2

**Figure III:
Future Land Use Map**



Property to the East: Estate Density 1UPA

Property to the North: Industrial

Property to the West: Florida's Turnpike, Agricultural Ranchette

Property to the South: Florida's Turnpike, Agricultural Ranchette

***F. Determination of compliance with Comprehensive Growth Management Plan requirements -
Growth Management Department***

Unresolved Issues:

Item #1:

Generic Comp Plan Compliance:

This application cannot be deemed to be in compliance with the Martin County Comprehensive Growth Management Plan (CGMP) until the issues identified in this report have been satisfactorily resolved. Martin County, Fla., CGMP, § 1.3

G. Determination of compliance with land use, site design standards, zoning, and procedural requirements - Growth Management Department

Unresolved Issues:

Item #1:

Site Plan Data

1. Please correct the discrepancy between the flood plain compensation area in the pervious data table (12,594.44 sf) and top of bank area shown in the graphic (12,568 sf).

Item #2:

Site Plan Graphics

1. For the north adjacent property call-out, please update use to “Palm City Business Park.”
2. For the east neighboring property call-out, please update use from upland preserve to “Hammock Creek PUD.”
3. Please dimension and label the setback of the generator pad from the west property line. Minimum 5’ setback required. See also Item #5 in Section J - Landscaping below.
4. Please depict the access and utility easement (O.R.B 2379, Pg. 824) abutting the northeast portion of the property. Include the recording information.
5. One 10’ utility easement and two 15’ utility easements are depicted in the northeast portion of the site. If these easements are not currently existing, please include “proposed” in the labels and remove the recording information text. The label leader for the 15’ easement extending into the SW High Meadow Avenue appears to be misplaced.
6. Please update Martin County Project number along the right sheet margin to “P105-010.”
7. Please remove light fixture callouts/mounting heights.
8. Include revision date on subsequent submittals.

Information #1:

No land clearing is authorized prior to the pre-construction meeting for the project. Authorization for clearing to install erosion control devices and preserve barricades will be granted at the pre-construction meeting. No additional land clearing shall commence until a satisfactory inspection of the required control structures and barricades has been obtained. Authorization for the relocation of gopher tortoises within the development, as provided for by applicable state agency permits may be granted by the Growth Management Department. MARTIN COUNTY, FLA., LDR SECTION 10.14.C. (2019)

H. Determination of compliance with the urban design and community redevelopment requirements – Community Development Department

Community Redevelopment

N/A – This site is not located within a Community Redevelopment Area; therefore, staff review for compliance requirements associated with this area of regulations is not applicable to this project as currently proposed.

Commercial Design

Item #1

Minimum Design Elements

The banding must be a minimum of 3 inches in depth to be considered an architectural detail. Please update the detail on sheet A-1.3 accordingly. [MARTIN COUNTY, FLA., LDR §4.872.B.3 (2023)].

Item #2

Transparency/Fenestration

At least 40 percent of the ground-level floor of primary facades of commercial buildings and street facing facades of multifamily buildings shall be occupied by windows or doorways with non-mirrored glass. [MARTIN COUNTY, FLA., LDR §4.872.B.5(a) (2023)]. The provided calculations appear to be inaccurate. The ground floor façade area should be the length of the façade multiplied by the finished floor to finished ceiling height (i.e., 100 feet façade length X 10 feet floor-to-ceiling height = 1,000 square feet ground level façade area). Please update calculations accordingly.

I. Determination of compliance with the property management requirements – Engineering Department

N/A - Staff review for compliance requirements associated with this area of regulations is not applicable to this project as currently proposed.

J. Determination of compliance with environmental and landscaping requirements - Growth Management Department

Environmental

Finding of Compliance:

The Growth Management Department Environmental Division staff has reviewed the application and finds it in compliance with the applicable land development regulations. A Preserve Area Management Plan (PAMP) will be approved as part of this development order that will establish a 0.52 acre upland

preserve area comprised of mesic pine flatwoods.

Landscaping

Unresolved Issues:

Item #1: Native Tree Protection

The Tree Survey Report lists 7 protected trees that do not have locations shown on the aerial map; trees 4, 5, 17, 23, 25, 26 and 73 are listed but their locations are not shown.

Remedy/Suggestion/Clarification:

Please show the locations for these trees and assess if any can be protected.

Item #2: Native Tree Protection

There appears to be existing native trees that were not surveyed along in the proposed development area that extends off-site to the north. Also, Google maps street view shows mature trees along SW High Meadows Avenue (between trees 3 and 6) that do not appear to have been included in the Tree Survey Report.

Remedy/Suggestion/Clarification:

Please include any existing protected trees in these northern and northeastern areas, assess if any can be protected, and revise the tree data tables accordingly.

Item #3: Native Tree Mitigation Table

There are two tree mitigation tables in the landscape code: one for removed trees and one for preserved trees. Please utilize the table in 4.666.F, LDR for preserved trees. Also, it would be helpful if the same trees numbers used on the Tree Survey were used in the Mitigation Table.

Remedy/Suggestion/Clarification:

Please revise the Tree Mitigation table and use Table; 4.666.F for preserved trees.

Item #4: Construction Standards - Tree Protection

Silt fencing is shown on the construction plans within the tree protection barricades.

Remedy/Suggestion/Clarification:

Please show silt fencing installed outside of the tree barricaded areas.

Item #5: Landscape Plan

There is a 6-foot-wide sidewalk next to the building shown within 4 feet of the existing off-site preserve located adjacent to the western property boundary. No development or grading is permitting within 5 feet of any preserve area.

Remedy/Suggestion/Clarification:

Please revise the plans so that there is no development or grade changes occurring within 5 feet of a preserve area.

Item #6: Landscape Plan

There are 5 holly trees specified on the plant list, but only 4 locations are shown on the landscape plan.

Remedy/Suggestion/Clarification:

Please correct the holly locations on the plan or plant list.

Item #7: Landscape Plan

There are landscape trees proposed in locations where protected trees will remain.

Remedy/Suggestion/Clarification:

Please adjust the proposed tree locations to accommodate the protected trees.

Item #8: Informational: Interior VUA Requirement

There appears to be existing saw palmetto surrounding the proposed protected trees along SW High Meadows Avenue. If any surrounding native vegetation can be protected, this area can contribute to this interior area VUA requirement.

Traffic

Findings of Compliance:

As required, an evaluation of public roadway facilities has been performed. Staff has reviewed the Traffic Impact Statement prepared by JFO Group Inc dated August 28, 2024. JFO Group Inc estimates the site's maximum peak hour directional trips will be added to the road network in the PM. It is estimated that 21 trips will be add to the southbound direction on CR-713 (SW High Meadow Avenue). This is 1.9% of the generalized capacity of that roadway, which is currently operating at a level of service E; therefore, JFO Group Inc prepared a more detailed analysis which demonstrates that the CR-713 (SW High Meadow Avenue) corridor will operate at a level of service C at buildout (year 2026). Staff has determined that this segment of CR-713 (SW High Meadow Avenue) is designated as a transportation deficiency, and pursuant to Section 163.3180(5)(h)2, Florida Statutes, an applicant shall not be held responsible for the additional cost of reducing or eliminating existing deficiencies and the Florida Department of Transportation has identified this corridor for future widening, which is currently being planned. Staff has determined that the evaluation is positive, and serves as a determination that adequate facilities are in planned to serve the development.

K. Determination of compliance with county surveyor - Engineering Department

Findings of Compliance

This project was reviewed by this department as a final site plan and no further review is necessary.

**L. Determination of compliance with engineering, storm water and flood management requirements -
Engineering Services Division**

Engineering

Unresolved Issues:

Division 19: Roadway Design

1. The proposed offsite control structure on the east side of SW High Meadow Avenue is not an acceptable means of achieving water quality volume for the offsite turn lane. Revised the Construction Plans to remove the proposed structure and provide additional swale grading on the west side of SW High Meadow Avenue to achieve the required volume.
2. Provide documentation that the current SW High Meadow Avenue shoulder being used in conjunction with the proposed right turn lane meets current County pavement design for arterial roadways.
3. Revise the Offsite Improvement Plans to specify the existing shoulder to be milled and resurfaced as opposed to restriped if found to be structurally sufficient (see Comment No. 2).
4. Informational: A Right of Way Use Permit Application is required for this proposed development. Please contact pwdpermits@martin.fl.us with any questions regarding the right-of-way use permit application process. The application can be found at: <https://www.martin.fl.us/martin-county-services/right-way-use-permit-application>.
5. Provide additional grading detail on the Paving, Grading, & Drainage plans and cross-sections for the offsite swale between the proposed right turn lane and the right-of-way/property line.
6. Revise the offsite turn lane cross sections to specify tying into the travel lane/existing pavement as opposed to the edge of pavement as appropriate.
7. Provide clarification on how the existing paved shoulder/bike lane on SW High Meadow Avenue is being accommodated with the proposed turn lane design.
8. Revise the Flexible Pavement detail in the Offsite Improvement Details to specify the Arterial (SN-4.0 MIN) pavement construction for the turn lane construction on SW High Meadow Avenue.
9. Revise the cross sections for the proposed turn lane to encompass the entire width of SW High Meadow Avenue. Show the lane configuration and include additional call outs for elevations and cross slopes. Provide additional details as to how the cross slope of this turn lane was determined. The proposed cross sections do not provide sufficient information to demonstrate compliance.
10. Provide additional details for the proposed median. As shown, it is unclear what curb type is being proposed or how the proposed median length was determined. The proposed configuration does not appear sufficient to prohibit U-turn movements.

Construction Plans

11. Clearly show and label the minimum perimeter berm on the plan view and sections. The eventual as-builts will rely on the perimeter berm being clearly demonstrated. The current Paving, Grading, & Drainage Plans do not adequately show the perimeter berm on the east side of the property.

Development Order Conditions

1. The Owner is not authorized to haul fill off the site and must coordinate with the County Engineer regarding the routes and timing of any fill to be hauled to the site. The Owner must comply with all County excavation and fill regulations.

M. Determination of compliance with addressing and electronic file submittal requirements – Growth Management and Information Technology Departments

Electronic Files

Findings of Compliance:

Both the AutoCAD dwg file of the site plan and boundary survey were found to be in compliance with Section 10.2.B.2., Land Development Regulations, Martin County, Fla. (2024).

Addressing

Findings of Compliance:

The application has been reviewed for compliance with Division 17, Addressing, of the Martin County Land Development Regulations. Staff finds that the proposed site plan / plat complies with applicable addressing regulations. All street names are in compliance. They meet all street naming regulations in Article 4, Division 17, Land Development Regulations. Martin County, Fla. (2024).

N. Determination of compliance with utilities requirements - Utilities Department

Water and Wastewater

Findings of Compliance:

This development application has been reviewed for compliance with applicable statutes and ordinances and the reviewer finds it in compliance with Martin County's requirements for water and wastewater level of service. [Martin County, Fla., LDR, Article 4, Division 6 and 7, (2016)]

Wellfield Protection

Findings of Compliance:

The application has been reviewed for compliance under the Wellfield Protection Program. The reviewer finds the application in compliance with the Wellfield Protection and Groundwater Protection Ordinances. [Martin County, Fla., LDR, Article 4, Division 5] (2016)

O. Determination of compliance with fire prevention and emergency management requirements – Fire Rescue Department

Fire Rescue

Findings of Compliance:

The Fire Prevention Division finds this submittal to be in compliance with the applicable provisions governing construction and life safety standards of the Florida Fire Prevention Code. This occupancy shall comply with all applicable provisions of governing codes whether implied or not in this review, in addition to all previous requirements of prior reviews.

Recommend the FDC installed at the discharge of the DDCV to eliminate blocking the drive isle to the north.

Emergency Management

N/A - Staff review for compliance requirements associated with this area of regulations is not applicable to this project as currently proposed.

P. Determination of compliance with Americans with Disability Act (ADA) requirements - General Services Department

ADA

Findings of Compliance:

The Public Works Department staff has reviewed the application and finds it in compliance with the applicable Americans with Disability Act requirements. [2020 Florida Building Code, Accessibility, 7th Edition]

Q. Determination of compliance with Martin County Health Department and Martin County School Board

Martin County Health Department

N/A - Staff review for compliance requirements associated with this area of regulations is not applicable to this project as currently proposed.

Martin County School Board

N/A - Staff review for compliance requirements associated with this area of regulations is not applicable to this project as currently proposed.

R. Determination of compliance with legal requirements - County Attorney's Office

Review Ongoing

S. Determination of compliance with the adequate public facilities requirements - responsible departments.

The following is a summary of the review for compliance with the standards contained in Article 5.32.D of the Adequate Public Facilities LDR for a Certificate of Adequate Public Facilities Reservation.

Potable water facilities service provider – Martin County Utilities

Findings – Pending Evaluation

Source - Martin County Utilities

Reference - see Section O of this staff report

Sanitary sewer facilities service provider – Martin County Utilities

Findings – Pending Evaluation

Source - Martin County Utilities

Reference - see Section O of this staff report

Solid waste facilities

Findings – In Place

Source - Growth Management Department

Stormwater management facilities

Findings – Pending Evaluation

Source - Engineering Services Department

Reference - see Section M of this staff report

Community park facilities

Findings – In Place

Source - Growth Management Department

Roads facilities

Findings – Pending Evaluation

Source - Engineering Services Department

Reference - see Section M of this staff report

Mass transit facilities

Findings – Positive Evaluation

Source - Engineering Services Department

Reference - see Section K of this staff report

Public safety facilities

Findings – In Place

Source - Growth Management Department

Reference - see Section P of this staff report

Public school facilities

Findings – Positive Evaluation

Source - Growth Management Department

Reference - see Section R of this staff report

T. Post-approval requirements

After approval of the development order, the applicant will receive a letter and a Post Approval Requirements List that identifies the documents and fees required. Approval of the development order is conditioned upon the applicant's submittal of all required documents, executed where appropriate, to the Growth Management Department (GMD), including unpaid fees, within sixty (60) days of the final action granting approval.

Please submit all of the following items in a single hard copy packet and in electronic pdf format (on disk or flash drive) with the documents arranged in the order shown in the list below. The 24" x 36" plans should be submitted rolled and in separate sets as itemized below.

Item	Description	Requirement
1.	Response to Post Approval Requirements List	The applicant will submit a response memo addressing the items on the Post Approval Requirements List.
2.	Post Approval Fees	The applicant is required to pay all remaining fees when submitting the post approval packet. If an extension is granted, the fees must be paid within 60 days from the date of the development order. Checks should be made payable to Martin County Board of County Commissioners.
3.	Recording Costs	The applicant is responsible for all recording costs. The Growth Management Department will calculate the recording costs and contact the applicant with the payment amount required. Checks should be made payable to the Martin County Clerk of Court.
4.	Warranty Deed	One (1) copy of the recorded warranty deed if a property title transfer has occurred since the site plan approval. If there has not been a property title transfer since the approval, provide a letter stating that no title transfer has occurred.

Item	Description	Requirement
5.	Unity of Title	Original executed version of the Unity of Title in standard County format or one (1) copy of the existing recorded Unity of Title for the subject property.
6.	Construction Plans	One (1) 24" x 36" copy of the approved construction plans signed and sealed by the Engineer of Record licensed in the State of Florida. Rolled
7.	Approved Final Site Plan	One (1) copy 24" x 36" of the approved final site plan.
8.	Approved Landscape Plan	One (1) 24" x 36" copy of the approved landscape plan signed and sealed by a landscape architect licensed in the State of Florida.
9.	Approved Elevations	One (1) copy 24" x 36" of the approved elevations.
10.	Digital Copy of Site Plan	One (1) digital copy of the site plan in AutoCAD 2010 – 2014 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.
11.	Engineer's Design Certification	One (1) original of the Engineer's Design Certification, on the County format, which is available on the Martin County website, signed and sealed by the Engineer of Record licensed in the State of Florida shall be submitted as part of the post-approval process in accordance with Section 10.11, Land Development Regulations, Martin County, Florida.
12.	Sidewalk Payment In-Lieu	The proposed development is subject to the payment in lieu of construction of the required sidewalks along SW High Meadow Avenue. The applicant shall pay the cost of construction within sixty (60) calendar days of the project approval. The cost of construction is \$41.50 per linear foot for the total length of property fronting SW High Meadow Avenue (663') which equates to \$27,514.50.
13.	Water & Wastewater Service Agreement	Original and one (1) copy or two (2) copies of the executed and signed Water and Wastewater Service Agreement with Martin County Utilities and one (1) copy of the payment receipt for Capital Facility Charge (CFC) and engineering and recording fees.

Item	Description	Requirement
14.	Flash/Thumb Drive	One (1) new unopened blank flash/ thumb drive for digital file recording.

U. Local, State, and Federal Permits

Approval of the development order is conditioned upon the applicant's submittal of all required applicable Local, State, and Federal Permits to Martin County prior to scheduling the pre-construction meeting.

V. Fees

Public advertising fees for the development order will be determined and billed subsequent to the public hearing. Fees for this application are calculated as follows:

<i>Fee type:</i>	<i>Fee amount:</i>	<i>Fee payment:</i>	<i>Balance:</i>
Application review fees:	\$8,750.00	\$8,750.00	\$0.00
Inspection fees:	\$4,160.00	\$0.00	\$4,160.00
Advertising fees*:	\$0.00	\$0.00	\$0.00
Recording fees**:	\$0.00	\$0.00	\$0.00
Impact fees***:	\$0.00	\$0.00	\$0.00

* Advertising fees will be determined once the ads have been placed and billed to the County.

** Recording fees will be identified after the post approval package has been submitted.

*** Required at issuance of building permit.

W. General application information

Applicant/Owner: Palm Beach Firefighters Employee Benefits Fund
 7240 7th Place North
 West Palm Beach, FL 33411
 Michael Sedgwick
 561-209-2744
masedgwick@myffbenefits.com

Agent: Engineering Design & Construction, Inc.
 10250 SW Village Parkway, Suite 201
 Port St. Lucie, FL 34987
 Bradley J. Currie
 772-462-2455
bradcurrie@edc-inc.com

Engineer of Record: Engineering Design & Construction, Inc.
10250 SW Village Parkway, Suite 201
Port St. Lucie, FL 34987
R.J. Kennedy, P.E.
772-462-2455
rodkenedy@edc-inc.com

X. Acronyms

ADA Americans with Disability Act
AHJ Authority Having Jurisdiction
ARDP Active Residential Development Preference
BCC..... Board of County Commissioners
CGMP Comprehensive Growth Management Plan
CIE Capital Improvements Element
CIP Capital Improvements Plan
FACBC Florida Accessibility Code for Building Construction
FDEP Florida Department of Environmental Protection
FDOT Florida Department of Transportation
LDR..... Land Development Regulations
LPA Local Planning Agency
MCC..... Martin County Code
MCHD..... Martin County Health Department
NFPA National Fire Protection Association
SFWMD South Florida Water Management District
W/WWSA Water/Waste Water Service Agreement

Y. Attachments

N/A