



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. Application Information

NEWFIELD NORTH TRAILHEAD (TRAILHEAD #2) PMUV FINAL SITE PLAN

Applicant	MAM US, LLC, James FitzGerald
Owner:	MAM US, LLC, James FitzGerald
Agent for the Applicant:	MacKenzie Engineering & Planning, Inc., Shaun MacKenzie
County Project Coordinator:	Elizabeth (Liz) Nagal, AICP, CNU-A, Development Review Administrator
Growth Management Director:	Paul Schilling
Project Number:	P172-012
Record Number:	DEV2023110009
Report Number:	2024_0122_P172-012_Staff_Report_Final
Application Received:	11/21/2023
Transmitted:	11/28/2023
Staff Report:	01/19/2024

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B. Project description and analysis

This is a request by Mackenzie Engineering & Planning, Inc. on behalf of MAM US, LLC for final site plan approval to develop a trailhead including parking and related infrastructure (North Trailhead) to provide public access to existing and proposed recreational trails within the Newfield Planned Mixed Use Village. The proposed trailhead is located on the west side of Newfield Parkway (fka Citrus Boulevard), approximately 450 feet south of the C-23 Canal, in Palm City. Included is a request for a Certificate of Public Facilities Reservation.

The trailhead is within PAMP I, which permits trailheads as public access to passive recreation uses. Activities allowed in the PAMP 1 preserve areas include hiking, off road cycling, and horseback riding on trails designated for those specific purposes, bird watching, potential passive recreation uses in accordance with the PAMP 1 Habitat Management Plan, and nature enjoyment.

Unlike many established preserve areas in Martin County, the PAMP 1 preserve area at Newfield will be accessible to the general public through the established trail system and other potential passive recreation improvements.

Public access will be facilitated by provision of trailheads from public rights of way as well as a maintained trail system which includes opportunities for hiking, off road cycling, and horseback riding. All access points to the trail system will include signage instructing users that they are not to leave the established trails because all remaining areas are designated for preservation of natural habitats.

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	Comprehensive Plan	Liz Nagal	320-3056	Non-Comply
G	Development Review	Liz Nagal	320-3056	Non-Comply
H	Urban Design	Liz Nagal	320-3056	N/A
H	Community Redevelopment	Liz Nagal	320-3056	N/A
I	Property Management	Ellen Macarthur	221-1334	N/A
J	Environmental	Shawn McCarthy	288-5508	Non-Comply
J	Landscaping	Karen Sjöholm	288-5909	Non-Comply
K	Transportation	Lukas Lambert	221-2300	Comply
L	County Surveyor	Tom Walker	288-5928	N/A
M	Engineering	Michael Grzelka	228-5920	Non-Comply
N	Addressing	Emily Kohler	288-5692	Comply
N	Electronic File Submission	Emily Kohler	288-5692	Non-Comply
O	Water and Wastewater	James Christ	320-3034	Comply
O	Wellfields	James Christ	320-3034	Comply
P	Fire Prevention	Doug Killane	288-5633	Comply
P	Emergency Management	Sally Waite	285-2298	N/A
Q	ADA	Michael Grzelka	228-5920	Non-Comply
R	Health Department	Nick Clifton	221-4090	N/A
R	School Board	Juan Lameda	223-3105	N/A
S	County Attorney	Elysse Elder	288-5925	Review Ongoing
T	Adequate Public Facilities	Liz Nagal	320-3056	Pending

D. Review Board action

This application is within the Planned Mixed-Use Village and meets the criteria for a final site plan. As such, final action on this application will be taken by the Growth Management Director, pursuant to Section 11.7.4.H, LDR, Martin County, Fla.

Pursuant to Section 11.7.4.H, Land Development Regulations, Martin County, Fla., it shall at all times be the applicant's responsibility to demonstrate compliance with the Comprehensive Growth Management

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(s) and address:

Existing Zoning: PMUV
Future land use: MUV
Gross area of site: 0.58 acres

Figure 1: General Location Map



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.

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

Unresolved Issues:

Item #1:

General

1. Please update application documents and plans to reference Citrus Boulevard's new name (SW Newfield Parkway).
2. Sec. 11.7.4: All Master, Final and Lot Site Plans submitted to the Martin County shall include a letter from the OSA stating the application is in compliance with OSA requirements.
 - a. Please submit letter from OSA
3. Please provide PDF and word document of subject trailhead legal description
4. Please add note that signage on entry columns will be reviewed through separate sign permit.
5. Please reference "Trailhead #2" and "North Trailhead" in all plan title bars.
6. Please clarify if any lighting is proposed. See Table 6-4 in Section 11.6.4 for lighting standards within the T1 transect.

Item #2:

Site Plan Graphics

1. Provide a separate site plan. Name appropriately for a site plan (e.g. SP). Include site acreage, legend (if applicable), directional arrow, zoning/FLU, transect zone (T1), and subject boundary legal description. Include title bar with dates and consultant information.
 - a. Include label for southern entry feature, similar to label to north entry feature.
 - b. Include a detail sheet with specs for all features including entry feature detail, pavilion, benches, trail access column, bike rack detail and rail fence detail as part of the site plan set (e.g. sheet SP2)
 - c. Tie the subject plan bounds with boundary survey.
2. The proposed picnic area with picnic tables and trash receptables is outside the bounds of the previously discussed trailhead. See environmental comments.
3. All access points to the trail system will include signage instructing users that they are not to leave the established trails because all remaining areas are designated for preservation of natural habitats (PAMP I). Please demonstrate signage to comply with this requirement.

Item #3:

Construction Plans

1. The bicycle rack spec in the construction plans doesn't appear to match the referenced bike rack type on the hardscape plan.

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

Commercial Design

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

Community Redevelopment Area

See Section G for architectural comments.

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

Unresolved Issues:

Item #1: PAMP I Compliance

Please provide an aerial overlay of the proposed trailhead site plan to show its location and footprint within the PAMP I preserve area.

Please demonstrate that all considerations have been taken to reduce the impact on existing native vegetation and habitat. There is a picnic area outside of the parking footprint shown on the plan. Is this area necessary and will native vegetation be cleared for this area? Please explain.

Pages 27 and 28 of PAMP I contains language for allowance of passive recreational activities subject to the criteria and conditions. Please provide specific responses to these criteria and conditions to demonstrate compliance with the PAMP.

Landscaping

Item #1:

General Landscape Design Standards

Please demonstrate compliance with the following general landscape requirements on the provided plans:

1. The following statement is provided: "All prohibited species shall be removed from the entire site prior to the issuance of a certificate of occupancy." (Section 4.664, LDR)
2. Mulch material to a minimum compacted depth of three inches is provided for all planting areas when used to supplement ground cover. Cypress mulch may not be used as a mulching material. (Section 4.663.C., LDR)

3. The following statement is provided: "The use of cypress mulch is prohibited in all landscaped areas."

Remedy/Suggestion/Clarification:

Add these required notes.

Item #2:

Landscape Irrigation

Irrigation systems are not required; however all required plantings must remain viable, healthy, neat and orderly in appearance. If an irrigation system is to be installed, irrigation plans shall be submitted with the certificate of completion prepared by a landscape architect prior to Certification of Occupancy is granted. The landscape architect, licensed plumbing contractor or licensed irrigation sprinkling contractor shall certify that irrigation plans shall meet or exceed the minimum compliance regulations set forth within the Standards and Specifications for Turf and Landscape Irrigation Systems published by the Florida Irrigation Society as amended.

If an irrigation system is not proposed, the plans shall describe how to provide adequate irrigation of landscaped areas for the first full growing season and continue thereafter only as necessary to maintain required vegetation in good and healthy condition. (Sec 4.663.D, LDR)

Remedy/Suggestion/Clarification:

Plan states that an automatic irrigation system is to be installed to provide 100% coverage of all plant material. Irrigating of the existing pines should be avoided. Since all of the plant material consists of native vegetation it is unlikely that long-term irrigation is needed; consider only a temporary system be utilized during initial period of establishment. If periodic irrigation is desired for mimosa and twinflower, it is recommended to utilize drip irrigation to the roots rather than overhead foliage spray.

Item #3:

Landscape Protection And Maintenance

Please add the following notes regarding landscape maintenance to the plans provided [Section 4.665, LDR]:

Protection of required landscaping.

1. Encroachment into required bufferyards and landscaped areas by vehicles, boats, mobile homes or trailers shall not be permitted, and required landscaped areas shall not be used for the storage or sale of materials or products or the parking of vehicles and equipment.

Maintenance of required landscaping.

1. Required landscaping shall be maintained so as to at all times present a healthy, neat and orderly appearance, free of refuse and debris. If vegetation which is required to be planted dies it shall be replaced with equivalent vegetation. All trees for which credit was awarded and which subsequently

die, shall be replaced by the requisite number of living trees according to the standards established in the Martin County Landscape Code.

2. All landscaping shall be maintained free from disease, pests, weeds and litter. Maintenance shall include weeding, watering, fertilizing, pruning, mowing, edging, mulching or other maintenance, as needed and in accordance with acceptable horticultural practices. Perpetual maintenance shall be provided to prohibit the reestablishment of harmful exotic species within landscaping and preservation areas.
3. Regular landscape maintenance shall be provided for repair or replacement, where necessary, of any screening or buffering required as shown on this plan. Regular landscape maintenance shall be provided for the repair or replacement of required walls, fences or structures to a structurally sound condition as shown on this plan.

Remedy/Suggestion/Clarification:

Add these required notes.

Item #4:

Plan Consistency

The landscape plans and the civil plans are not consistent. The civil plans indicate an extensive swale system surrounding the parking lot; the landscape plans identify these areas as to remain as native vegetation. A substantial quantity of additional existing trees and understory will need to be removed with this proposed civil plan; review for alternative options to manage stormwater.

Preserve Area Interface Requirements

Please provide for the following planting requirements, pursuant to Sec 4.663.E., LDR:

A preserve area interface shall be established between required landscaping and stormwater treatment areas and preservation areas when preservation areas exist on a development site and when preserve areas abut a development site. The preserve area interface shall include a consolidation and connection of landscaping and stormwater treatment areas with preservation areas. Where more than one preservation area exists on a development site or abutting a development site multiple preserve area interfaces shall be created. Within the preserve area interface the use of plant materials shall be restricted to native species.

The following preserve area interface criteria shall be documented and met for all development sites where preservation areas are identified and where preserve areas have been identified adjacent to a development site:

Stormwater management systems. Plantings within dry retention and detention stormwater areas abutting preserve areas shall be restricted to native trees, native shrubs and native groundcovers pursuant to Article 4, Division 8, LDR, MCC.

Add a note to the site plan and landscape plan to state that stormwater management areas are to be maintained with planted native vegetation, in perpetuity.

K. Determination of compliance with transportation requirements - Engineering Department

Findings of Compliance:

The Traffic Division of the Public Works Department finds this application in compliance.

Compliance with Adequate Public Facilities Ordinance:

Staff has reviewed the Traffic Statement prepared by MacKenzie Engineering & Planning, Inc. dated November 2023. MacKenzie Engineering & Planning, Inc. stated that the site's maximum impact was assumed to be 7 directional trips during the PM peak hour. Staff finds that SW Newfield Parkway (FKA SW Citrus Boulevard) is the recipient of a majority of the generated trips.

This application satisfies the Adequate Public Facilities Standard; it has a De Minimis impact (an impact that would not affect more than one percent of the maximum volume at the adopted level of service of the affected road facility) (Article 5, Division 1, Section 5.3).

L. Determination of compliance with county surveyor - Engineering Department

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

M. Determination of compliance with engineering, storm water and flood management requirements – Engineering Services Department

Engineering

Division 9: Stormwater Management

1. Provide design certification within stormwater management documentation.
2. Provide swale along southwest corner of proposed parking area to capture runoff. Demonstrate how the stormwater is being contained. Proposed and existing contours should be different line types.
3. Add stabilized construction entrance detail to plans per Martin County Standard Detail R-39.
4. Provide a stormwater maintenance plan. (4.386 and 1.4.B.7)

Division 19: Roadway Design / Right-of-Way

1. Entry monuments and fencing should be shown on the Construction Plans and must be moved back to the right-of-way line.

Consistency among Final Site Plan and Construction Plans

1. The North Trailhead Hardscape plan has multiple inconsistencies with the Construction Plan, such as the entry monuments/fencing and the picnic area. Revise plans for consistency or provide necessary clarification.

Signed and Sealed Construction Plan

1. Provide note on the Construction Plans stating that the stabilization (seed or sod) of the disturbed areas must be completed within 30 days of vegetation removal. Provide method of stabilization.
2. Provide note on erosion control plans: Contractor must use site stabilization methods, such as, but not limited to, seeding, wetting, and mulching which minimize airborne dust and particulate emissions generated by construction activity. Such methods shall be completed progressively and actively maintained as vegetation removal occurs within a given area of a site. At the pre-construction meeting, the contractor shall

inform the county which vegetation removal methods will be conducted and the plan to minimize airborne dust and particulate emissions. [4.347.A]

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.

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

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. (2023).

Electronic Files

Unresolved Issues:

Item #1

No AutoCAD dwg files of the final site plan or boundary survey were received with your submittal. Both of these dwg files will need to be submitted with your round 2 resubmittal.

O. Determination of compliance with utilities requirements - Utilities Department

Water and Wastewater Service

N/A :

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 and Groundwater 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)

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

Fire Prevention

Finding 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.

Emergency Management

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

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

ADA

1. Provide ADA stall and striping details on the Final Site Plan.

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

Martin County Health Department

The applicant has indicated that the proposed final site plan contains no onsite potable wells or septic disposal systems. Therefore, the Department of Health was not required to review this application for consistency with the Martin County Code requirements within the Land Development Regulations or Comprehensive Growth Management Plan. MARTIN COUNTY, FLA., LDR SECTION 10.1.F. (2016)

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.

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

Review Ongoing

T. 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 5.7.D of the Adequate Public Facilities LDR for a Certificate of Adequate Public Facilities Reservation.

Potable water facilities service provider – Martin County Utilities

Findings – Positive Evaluation

Source – Utilities Department

Reference - see Section O of this staff report

Sanitary sewer facilities service provider – Martin County Utilities

Findings – Positive Evaluation

Source – Utilities Department

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 Department

Reference - see Section N of this staff report

Community park facilities

Findings – In Place

Source - Growth Management Department

Roads facilities

Findings – Positive Evaluation

Source - Engineering Department

Reference - see Section M of this staff report

Mass transit facilities

Findings – In Place

Source - Engineering Department

Reference - see Section L of this staff report

Public safety facilities

Findings – In place

Source - Growth Management Department

Reference - see Section P of this staff report

A timetable for completion consistent with the valid duration of the development is to be included in the Certificate of Public Facilities Reservation. The development encompassed by Reservation Certificate must be completed within the timetable specified for the type of development.

U. 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.
5.	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
6.	Approved Infrastructure Final Site Plan	One (1) copy 24” x 36” of the approved final site plan.
7.	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.
8.	Digital Copy of Site Plan	One (1) digital copy of the plat/site plan in AutoCAD 2010 – 2014 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.

Item	Description	Requirement
9.	Engineer's Design Certification	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.
10.	Flash/Thumb Drive	One (1) blank flash/ thumb drive for digital file recording.

V. Local, State, and Federal Permits

All state and federal permitting is the responsibility of the applicant.

W. 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:	\$9,127.00	\$9,127.00	\$0.00
Inspection Fees:	\$4,160.00		\$4,160.00
Advertising fees*:	TBD		
Recording fees**:	TBD		
Impact fees***:	TBD		

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

** Recording fees will be identified on the post approval checklist.

*** Required at building permit

X. General application information

Applicant/Owner: Mattamy Palm Beach, LLC
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 Boynton Beach, FL 33426

Agent: Marcela Cambor & Associates
 Marcela Cambor-Cutsaimanis, AICP
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 1920 Wekiva Way, Suite 200
 West Palm Beach, FL 33411
 561-404-7247
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Y. 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