



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. Application Information

SUNSET MEADOW MINOR FINAL SITE PLAN

Applicant:	Curet Family Trust
Property Owner:	Curet Family Trust
Agent for the Applicant:	HJA Design Studio, LLC
County Project Coordinator:	John Sinnott, Senior Planner
Growth Management Director:	Paul Schilling
Project Number:	S274-002
Record Number:	DEV2022120003
Report Number:	2024_0509_S274-002_Staff_Report_Final
Application Received:	03/08/2023
Transmitted:	03/09/2023
Date of Report:	04/21/2023
Application Received:	08/11/2023
Transmitted:	08/11/2023
Date of Report:	01/04/2024
Application Received:	03/25/2024
Transmitted:	03/26/2024
Date of Report:	05/09/2024

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B. Project description and analysis

This is a request by HJA Design Studio, LLC on behalf of Curet Family Trust for a minor final site plan approval to develop 13 single-family lots on approximately 3.62-acres. The property is located at the southwest corner of SW Sunset Trail and SW Hollis Avenue in Palm City. Included in this application is a request for a Certificate of Public Facilities Reservation.

The property is located within the primary urban services district and will have access to the full complement of public services.

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	John Sinnott	320-3047	Non-Comply
F	ARDP	Samantha Lovelady	288-5664	Comply
G	Development Review	John Sinnott	320-3047	Non-Comply
H	Urban Design	John Sinnott	320-3047	N/A
H	Community Redevelopment	John Sinnott	320-3047	N/A
I	Property Management	Ellen MacArthur	288-5794	Comply
J	Environmental	Shawn McCarthy	288-5508	Comply
J	Landscaping	Karen Sjöholm	288-5909	Comply
K	Transportation	Lukas Lambert	221-2300	Comply
L	County Surveyor	Tom Walker	288-5928	N/A
M	Engineering	Stephanie Piche	223-4858	Non-Comply
N	Addressing	Emily Kohler	288-5692	Comply
N	Electronic File Submission	Emily Kohler	288-5692	Comply
O	Water and Wastewater	Leo Repetti	320-3065	Comply
O	Wellfields	Leo Repetti	320-3065	Comply
P	Fire Prevention	Doug Killane	288-5633	Comply
P	Emergency Management	Sally Waite	219-4942	N/A
Q	ADA	Stephanie Piche	223-4858	N/A
R	Health Department	Nick Clifton	221-4090	N/A
R	School Board	Mark Sechrist	223-1200	Comply
S	County Attorney	Elysse Elder	288-5925	Review Ongoing
T	Adequate Public Facilities	John Sinnott	320-3047	Pending

D. Review Board action

This application complies with the threshold requirement for processing as a minor development. As such, final action on this application 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.

Parcel number(s) and address: 18-38-41-000-040-00000-2
Existing Zoning: R2-B
Future land use: Low Density
Total Site Area: 3.59-Acres

Figure 1
Location Map



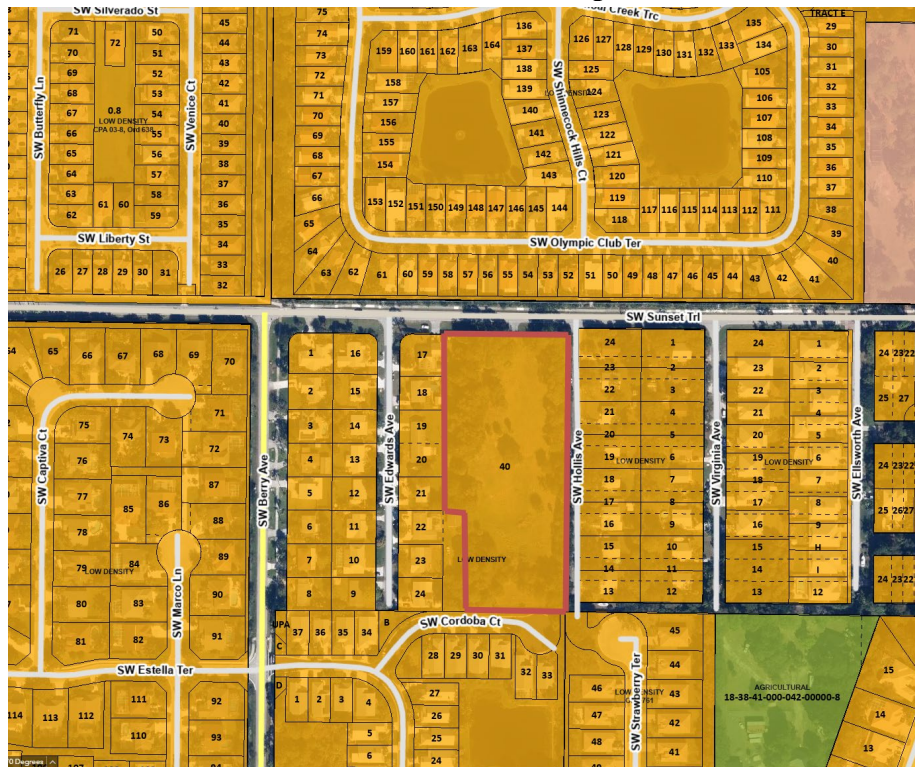
Figure 2
Zoning Map



Zoning districts of abutting properties:

To the north: ROW/PUD
 To the south: RM-5
 To the east: R-2B
 To the west: R-2B

**Figure 3
 Future Land Use Map**



Future land use designation of abutting properties:

To the north: ROW/Low Density
 To the south: Low Density
 To the east: Low Density
 To the west: Low Density

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

Unresolved Issues:

Item #1:

General 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 POLICY 4.1A.1. (2019).

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

Unresolved Issues:

Item #1:

General

1. Overall lot open space is proposed to be 40,510 square feet. This total would require minimum 40% open space on each lot based on the total lot square footage of 101,112. Please update where appropriate, including the open space percentage on the lot typical note on the open space exhibit (SP-2).
 - a. Add required percentage of open space per lot to the lot typical data on sheet SP-1.
 - b. On SP-2, update “Max. 35% per lot” to “Min. 40% per Lot.”
 - c. Remove the open space square footage (2,250) from the lot typical on the open space exhibit.

Item #2:

Site Plan Data

1. Please include an asterisk after “minimum site open space” and include the following note: “Open space calculated pursuant to Martin County LDR, Section 3.15.1.A”
2. Please remove SF of maximum lot building coverage and leave as percentage, as the lots vary in size. For example, the listed sf of 2,625 sf as a maximum lot building coverage is less than the maximum lot building coverage on the 9,150 sf lot 7.
3. Please remove the 2,625 building SF from lot typical. Remove from lot typical on open space exhibit as well.
4. Please revise the lot typical note #2 to “No structures, buildings, pool area, or other encroachments are permitted within the drainage easements.” Include a footnote in the lot typical building setbacks line directing to this note #2.

Additional Information:

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

Commercial Design

The proposed project is not within an applicable Future Land Use designation. Therefore, Commercial Design regulations do not apply. MARTIN COUNTY, FLA., LDR SECTION 4.871.B. (2016)

Community Redevelopment Area

The proposed project is not located within a Community Redevelopment Area. Therefore, the Community Redevelopment Area reviewer was not required to review this application.

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

It has been determined that the Applicant is required to dedicate 4 feet of right of way on SW Sunset Trail along the property frontage and it has also been determined that the Applicant is required to dedicate a 25 foot corner clip at the corner of SW Sunset Trail and SW Hollis Avenue.

The applicant has indicated that this requirement will be handled during the Post-Approval Process. The following is a list of the required due diligence at Post-Approval:

TITLE COMMITMENT

1. Original Title Commitment for the proposed dedication site(s).
2. The Proposed Insured is: Martin County, a political subdivision of the State of Florida
3. The Insurable Amount is subject to approval by the Real Property Division.
4. Legible copies of all documents listed on the Title Commitment as B-II Exceptions must be provided with the Title Commitment.

Note: The applicant did not provide a Title Commitment in this submission and has indicated that a Title Commitment will be provided during the post-approval process.

SURVEY – SKETCH AND LEGAL DESCRIPTION

1. Two (2) original signed and sealed Surveys of the dedication site (s).
2. The Survey must be certified to Martin County, a political subdivision of the State of Florida, and to the Title Company.
3. The Survey must be prepared with the benefit of the Title Commitment and include the Commitment Number, Name of the Title Company and Date and Time of the Commitment.
4. Parcel ID number(s) must be included.
5. All title exceptions that can be plotted must be shown on the Survey.
6. The legal description for the dedication site(s) on the Survey must match the legal description on the proposed Plat or Planned Unit Development (PUD), if applicable.
7. Two (2) original 8 ½” by 11” signed and sealed Sketch and Legal Descriptions of the dedication site(s) must be provided.

Note: The applicant did provide a revised sketch and legal description (S&L) and an updated ROW boundary survey. However, since the applicant has indicated they will be providing a Title Commitment during the post-approval process, an updated boundary survey must be provided with the benefit of the Title Commitment. The County Surveyor has approved the S&L, please provide 3 wet signed and sealed originals of the S&L during the post-approval process.

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. The environmental assessment submitted by the applicant shows that no wetlands or upland habitat exist on the property and these findings have been verified by county environmental staff. In addition, the wildlife survey shows that no listed species exist on the property.

Landscape

Findings of Compliance:

The Growth Management Department Environmental Division staff has reviewed the application and finds it in compliance with the applicable Land Development Regulations Article 4, Division 15 - Landscaping, Buffering, and Tree Protection. [2013]. The applicant has proposed construction of a 13 lot subdivision. The applicant has submitted landscape plans that provide .87 acres of landscape area which equates to 24.2% of the common development area to document compliance with Section 4.663.A.1., Land Development Regulations, Martin County, Fla. (2013). Pursuant to this regulation a minimum of 20% of the total development area shall be landscaped.

Landscaped bufferyards are required between differing land uses and along certain transportation corridors. It is the intent of the code to encourage the preservation of existing vegetation for use in buffers as opposed to clearing and replanting designed landscapes. Section 4.663.B., Land Development Regulations, Martin County, Fla. (2013).

Surrounding land use is residential so non-compatibility buffers are not required. Section 4.663.B.1.a, Land Development Regulations, Martin County, Fla. (2013).

Wherever new residential dwelling units are proposed to be located along any minor or major arterial road, excluding Community Redevelopment Overlay Districts, a Type 5 bufferyard shall be required to screen the view of the dwelling units from the street Section 4.663.B.2., Land Development Regulations, Martin County, Fla. (2013). SW Sunset Trail is not a major or minor arterial road but instead classified as a local collector street, therefore a Type 5 buffer is not required.

Section 4.666.E. Land Development Regulations, Martin County, Fla. (2013) requires that development activity preserve at least ten percent of the total number of protected trees on the site unless it can be shown that the property would be precluded of reasonable use if the trees are not removed. To meet this requirement the applicant has submitted Landscape and Construction Plans to provide for preservation of 26 existing trees within common areas.

The applicant has proposed the establishment of street trees, 5 within the right-of way and 8 within a 10' landscape easement on the lots.

Alterations cannot be made to the plans after final site plan approval. Any alteration may require an application to amend the affected approved plans.

The applicant is cautioned to consider the placement of utilities and any underground or above ground site improvement that could cause a conflict with the landscaping and possibly cause a change or amendment.

As-built landscape plans submitted prior to the release of a certificate of occupancy will be checked against the approved drawings. Inconsistencies may block the issuance of the certificate of occupancy and cause the applicant to begin the application process for a change or an amendment to the development order.

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:

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). [Martin County, Fla., LDR Article 5, Division 1, Section 5.3 (2009)]

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 Department

Unresolved Issues:

Stormwater Management

1. As previously requested, revise curb inlets 3 & 4 to meet the minimum roadway (10-year, 24-hour) stage elevation of 13.62-feet NAVD88 as depicted in the table on Sheet 5 of the Construction Plans.

2. As previously stated, show the proposed drainage easements for all the pipes, rear, and side lot swales on the Road & Lot Layout plan and Final Site Plan. As shown, no easements are shown to encompass the proposed side and rear lot swales.

Development Order Conditions:

1. Hauling is not permitted. 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.
2. As depicted on the final site plan, the OWNER shall dedicate 4-feet of right-of-way along SW Sunset Trail and a 25-foot corner clip at the corner of SW Sunset Trail and SW Hollis Avenue.

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 File Submittal

Findings of Compliance

Both AutoCAD site plan and boundary survey were received and found to be in compliance with Section 10.2.B.2., Land Development Regulations, Martin County, Fla. (2023)

O. 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 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 Preparedness

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

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 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.E. (2019)

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Martin County School Board

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

Facilities Department

District Office, 1939 SE Federal Highway, Stuart, FL 34994 • Telephone (772) 219-1200 ex.30131



Martin County School District General School Capacity Analysis

This general analysis is completed to meet the development review policies specified in Section 6.2.6 of the Martin County, City of Stuart, and Martin County School Board Interlocal Agreement for School Facilities Siting and Planning, and Section 17.7 Public School Facilities Element of the Martin County Comprehensive Plan.

Applicant/Project: Curet Family Trust, Stephen Curet, (772)-349-2420

Project Name: S274-002 Sunset Meadow Minor

Parcel # - 18-38-41-000-040-00000-2

Date: 04/04/2023

Request: Request for a General School Capacity Analysis for Sunset Meadow Minor 13 unit(s) community on 3.62+/- acres, located on SW Hollis Ave.

Student Generation Calculation:

Residential Units	13
Current Student Generation Rate	.1987
Elementary 61 %	1
Middle 22%	1
High 17%	1
Total Forecasted Students	3

School Zone Enrollment & Permanent Capacity:

Enrollment Numbers below reported from FOCUS, Projections through School District CIP Application

CSA	2022-2023 (as of 10/31/2022) Enrollment	2024-2025 COFTE Projected Enrollment	2024-2025 LOS Concurrency Capacity
Palm City Zone – Elementary (PCES)	614	534	1603
Palm City Zone– Middle (HOMS)	942	922	1344
(MCHS)	2256	2322	1903

THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

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Comments: This General School Capacity Analysis shall be used in the evaluation of a development proposal but shall not provide a guarantee that the students from the above-referenced project will be assigned to attend the particular school(s) listed. The analysis indicates the elementary, middle and high school enrollment is projected to meet the Concurrency (LOS) Level of Service capacity.

A School Concurrency Review is completed for Final Site Plan application that include residential units.

Prepared by:

Facilities Department
Martin County School District
1939 SE Federal Highway
Stuart, Florida 34994
Ph. 772.219.1200 Ext 30131

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 Section 5.32.D., LDR, Martin County, Fla. (2016), for a Certificate of Adequate Public Facilities Reservation.

Potable water facilities

Service provider – Martin County Utilities

Findings – Positive Evaluation

Source - Utilities and Solid Waste Department

Reference - see Section O of this staff report

Sanitary sewer facilities

Service provider – Martin County Utilities

Findings – Positive Evaluation

Source - Utilities and Solid Waste 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 M of this staff report

Community park facilities

Findings – N/A

Source - Growth Management Department

Roads facilities

Findings – Positive Evaluation

Source - Engineering Department

Reference - see Section K of this staff report

Mass transit facilities

Findings – Positive Evaluation

Source - Engineering Services Department

Reference - see Section L of this staff report

Public safety facilities

Findings – Positive Evaluation

Source - Growth Management Department

Reference - see Section P of this staff report

Public school facilities

Findings – Positive Evaluation

Source – Martin County School Board

Reference - see Section R 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

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 and one (1) copy of the current Unity of Title in standard County format 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 so that no transfer has occurred.
6.	Construction Plans	Owner shall submit one (1) 24"x36" copy of revised construction plans calling for the construction of a vehicular barrier on top of the retaining wall in the northwest corner of the drive along the north side of the building in compliance with the Florida Building Code. The plans shall be signed and sealed by the Engineer of Record licensed in the State of Florida. (Rolled, not folded).
7.	Approved Final Site Plan	One (1) copy 24" x 36" of the approved revised 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.	Digital Copy of Site Plan	One (1) digital copy of site plan in AutoCAD 2010 – 2014 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.
10.	Engineer's Opinion of Probable Cost	Two (2) originals of the Engineer's Opinion of Probable Cost, 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.
11.	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.
12.	Property Management Documents	Two (2) copies of the documents verifying that the right-of-way, property, or easements have been adequately dedicated to the Board of County Commissioners and recorded in the public records of Martin County.
13.	Flash/Thumb Drive	One (1) blank flash/ thumb drive for digital file recording.

V. 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.

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:	\$8,750.00	\$8,750.00	\$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.

*** Impact fees to be paid at time of building permit issuance.

X. General application information

Applicant: Curet Family Trust, Stephen Curet
4570 SW Oakhaven Lane
Palm City, FL 34990

Owner: Curet Family Trust, Stephen Curet
4570 SW Oakhaven Lane
Palm City, FL 34990

Agent: HJA Design Studio, LLC, Erika Beitler
50 SE Ocean Boulevard, Suite 101
Stuart, FL 34994
772-678-7200
erika@hjastudio.com

Engineer of Record: C. Calvert Montgomery & Associates, Inc.
Scott T. Montgomery
P.O. Box 92, Stuart, FL 34995
772-287-3636
scott@ccmaengineers.com

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

Z. Attachments