



MARTIN COUNTY, FLORIDA

DEVELOPMENT REVIEW

STAFF REPORT

BOYS & GIRLS CLUB OF MARTIN COUNTY

MAJOR FINAL SITE PLAN

A. Application Information

Applicant/Owner:	Boys & Girls Club of Martin County
Agent for Applicant:	Architects Design Collaborative, LLC, Raul Ocampo, Jr.
County Project Coordinator:	John Sinnott, Principal Planner
Growth Management Director:	Paul Schilling
Project Number:	B078-004
Record Number:	DEV2025010014
Report Number:	2025_1218_B078-004_Staff_Report_Final
Application Received:	03/04/2025
Transmitted:	03/04/2025
Date of Report:	05/09/2025
Application Received:	07/25/2025
Transmitted:	07/25/2025
Date of Report:	09/11/2025
Application Received:	10/22/2025
Transmitted:	10/22/2025
Date of Report:	11/21/2025
Application Received:	12/02/2025
Transmitted:	12/02/2025
Date of Report:	12/18/2025

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B. Project description and analysis

This is a request by Architects Design Collaborative, LLC, on behalf of Boys & Girls Club of Martin County for final site plan approval for the redevelopment of the Boys and Girls Club Hobe Sound site. The existing facility is proposed to be demolished and the redevelopment will include modifications to the soccer field and parking areas, a garden area, outdoor classroom,

800 square foot field house, and a 28,142 square-foot facility consisting of a programming space, teen center, and gymnasium. The subject 5.04-acre site is located at 11500 SE Lares Avenue, at the northwest corner of the intersection of SE Lares Avenue and SE Edwyn Street, in Hobe Sound. The subject site is within the General Subdistrict of the Hobe Sound CRA. Included is a request for a Certificate of Public Facilities Reservation.

The project is located inside the Primary Urban Services District with water and wastewater services available from South Martin Regional Utility.

C. Staff recommendation

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

Table 1 Development Review Team

Section	Division or Department	Reviewer	Phone	Assessment
F	Comprehensive Plan Review	John Sinnott	772-320-3047	Comply
G	Site Design Review	John Sinnott	772-320-3047	Comply
H	Commercial Design Review	John Sinnott	772-320-3047	N/A
H	Community Redevelopment Review	Jana Cox	772-288-5461	Comply
I	Property Management Review	Ellen MacArthur	772-221-1334	Comply
J	Environmental Review	Shawn McCarthy	772-288-5508	Comply
J	Landscaping Review	Cara Gilmore	772-320-3055	Comply
K	Transportation Review	James Hardee	772-288-5470	Comply
L	County Surveyor Review	Juliette Martel	772-288-5418	Comply
M	Engineering Review	Kaitlyn Zanello	772-288-5920	Comply
N	Addressing Review	Emily Kohler	772-288-5692	Comply
N	Electronic File Submission Review	Emily Kohler	772-288-5692	Comply
O	Water and Wastewater Review	Kim McLaughlin	772-546-6259	Comply
O	Wellfields Review	Jorge Vazquez	772-221-1448	Comply
P	Fire Prevention Review	Doug Killane	772-419-5396	Comply
P	Emergency Management Review	Sally Waite	772-219-4942	N/A
Q	ADA Review	Kaitlyn Zanello	772-288-5920	Comply
R	Health Department Review	Paul Stemle	772-221-4090	N/A
R	School Board Review	Julie Sessa	772-219-1200	N/A
S	County Attorney Review	Elysse A. Elder	772-288-5925	Ongoing
T	Adequate Public Facilities Review	John Sinnott	772-320-3047	Comply

D. Review Board action

This application meets the threshold requirements for processing as a major development final site plan. Pursuant to Table 10.5.F.9., Land Development Regulations (LDR), Martin County, Florida (2023), review of this application is required by the Growth Management Director and final action is required by the Board of County Commissioners (BCC) at a public meeting.

Pursuant to Sections 10.1.E. and 10.2.B.2., Land Development Regulations, Martin County, Fla. (2024), 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 addressed the non-compliance findings from the staff report dated, November 21, 2025, with the resubmittal dated December 2, 2025, and additional materials received between December 5, 2025, and December 18, 2025. The previous staff reports, and resubmittals are incorporated herein by reference. It shall at all times be the applicant's responsibility to demonstrate compliance with the CGMP, LDR and the Code.

E. Location and site information

Table 2 Property Information

Parcel number: 34-38-42-064-001-00010-0

Address: 11500 SE Lares Avenue, Hobe Sound

Existing zoning: Hobe Sound Redevelopment Zoning District

CRA Subdistrict: General

Future Land Use: CRA Center

Gross area of site: 5.04 acres

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Figure 1: Location Map

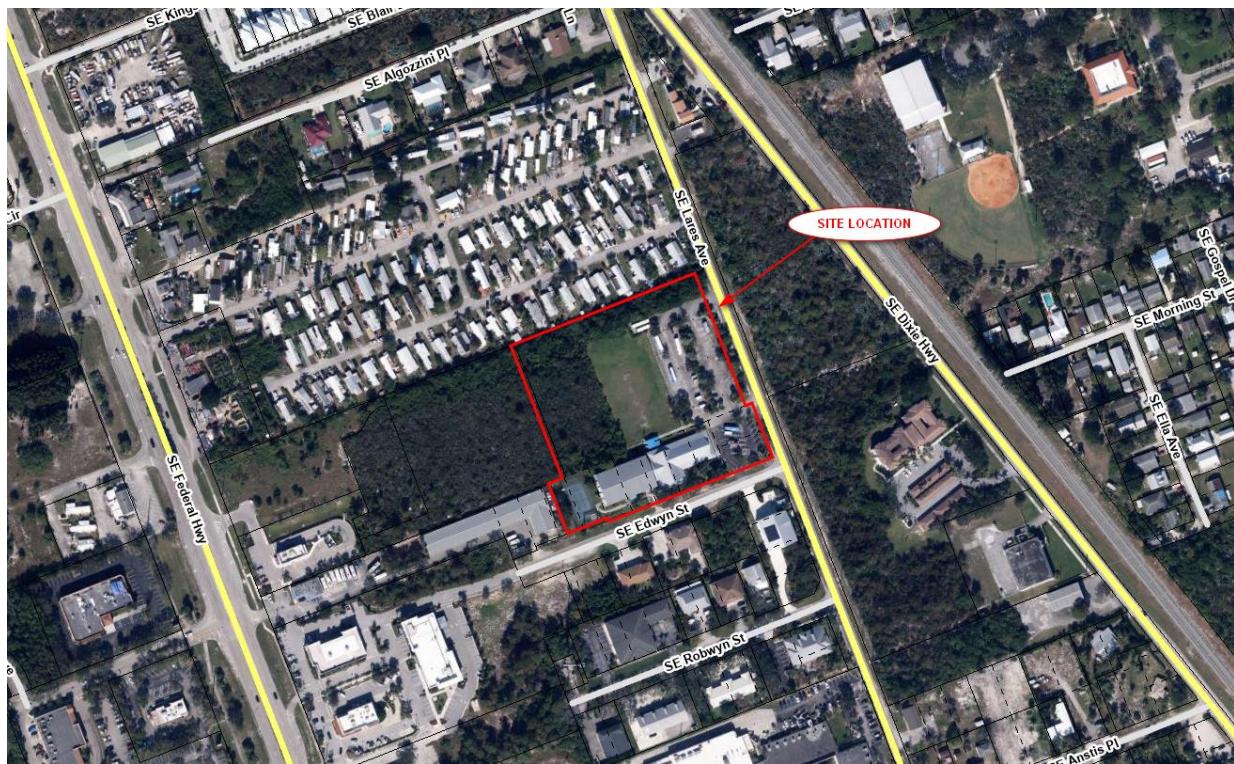


Figure 2: Zoning Map



Zoning district designation of surrounding properties: Hobe Sound Redevelopment Zoning District

Figure 3: CRA Subdistricts Map



Property to the East: General

Property to the North: Multifamily

Property to the West: General, Corridor

Property to the South: Corridor

Figure 4: Future Land Use Map



Property to the East: CRA Center

Property to the North: CRA Neighborhood

Property to the West: CRA Center

Property to the South: CRA Center

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

Findings of Compliance:

Staff has reviewed this application and finds that it complies with the LDR, as detailed within this report. Staff recommends approval of this development application as consistent with the guidelines and standards of the applicable Comprehensive Plan goals, objectives and policies, as implemented in the LDR.

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

Findings of Compliance:

Staff has reviewed this application and finds that it complies with the LDR, as detailed within this report. Staff recommends approval of this development application as consistent with the guidelines and standards of the applicable Comprehensive Plan goals, objectives and policies, as implemented in the LDR.

Information #1:

As noted on the final site plan, the applicant is requesting alternative compliance from façade transparency criteria, the minimum parking placement setback along SE Lares Avenue, permissible building type, and frontage buildout.

Information #2:

LAND CLEARING

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 urban design and community redevelopment requirements – Community Redevelopment 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

Findings of Compliance

Staff has reviewed this application and finds it in compliance as detailed within this report.

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

It has been determined that the Applicant is required to dedicate right-of-way at the south end of the SE Lares Avenue frontage. The following is a list of the required due diligence materials for the right-of-way dedication:

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 provide a Title Commitment dated November 10, 2025.

BOUNDARY 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. Two (2) original 8 ½" by 11" signed and sealed Sketch and Legal Descriptions of the dedication site(s) must be provided.

Note:

1. **The applicant did provide a sketch and legal description.**
2. **The applicant did provide a boundary survey.**

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

Environmental

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. A PAMP restoration plan provided by the applicant's environmental professional was reviewed and approved as part of this development application. A copy of the PAMP restoration plan can be found in the development file and will be implemented with construction of the new facilities.

Landscaping

Findings of Compliance

The Growth Management Department staff has reviewed the application and finds it in compliance with the applicable Land Development Regulations regarding landscaping. The applicant has proposed construction of a Boys and Girls Club facility. The applicant has submitted landscape plans that provide 73,080 s.f. of landscape area which equates to 33% of the 183,190 s.f. development area to document compliance with Section 12.5.09. Table HS-10, Land Development Regulations, Martin County, Fla. (2013). Pursuant to this regulation a minimum of 10% of the total development area shall be landscaped.

Section 12.5.09. Table HS-10 Land Development Regulations, Martin County, Fla. (2013) requires that all nonresidential development provide at least one tree per 1,500 sq. ft. of site area; a total of 122 trees for this project.

In addition, Section 4.663.A.4.b.1, 2, and 3, Land Development Regulations, Martin County, Fla. (2013) requires one 500 s.f. landscape area with 3 trees for each 5,000 s.f. of interior vehicular use area. This project has 40,405 sq.ft. of paving and in addition to 15 perimeter vehicular use area trees, the applicant is required 24 native trees within the interior vehicular use area of the site.

Applicant has demonstrated compliance with the following criteria for interior vehicular use areas [Section 4.663.A. 4.b., LDR]. As an incentive to preserving native areas, up to one-half of the required interior landscape area may be waived when an equal area within the vehicle use area is preserved in a native state. To qualify for such a waiver, preserved native areas must be at least 800 square feet in size. The area must not be altered by grade changes or irrigation impacts which may stress the vegetation in its existing habitat. The Applicant has committed to preserving the native scrub habitat along SE Lares Ave in accordance with the forementioned criteria.

Section 4.663.E, Land Development Regulations, Martin County, Fla. (2013) requires that preserve areas, landscape areas and stormwater treatment areas be consolidated to extent feasible and that plantings adjacent to a preserve be limited to native species. To document compliance the applicant has proposed to plant all the dry retention areas with native species. This consolidation and large expanse of additional native plantings being proposed will increase the function, benefits, and value provided by the on-site preserves.

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 Services Department

A traffic impact analysis will not be required; this application is located within a Community Redevelopment Area (CRA), which has been designated as a Transportation Concurrency Exemption Area (Policies 5.1B.6 and 18.4D.1).

L. Determination of compliance with county surveyor – Engineering Department

The right-of-way abandonment application is being processed separately and will be scheduled before the Board of County Commissioners concurrently with this final site plan application upon receipt of all necessary materials

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

Compliance with Adequate Public Facilities Ordinance:

This project will provide the proposed development sufficient services based upon the adopted LOS for stormwater management facilities.

Findings of Compliance:

The application was reviewed for compliance with the following Divisions of the Land Development Regulations. Staff's finding is summarized after each:

Division 8- Excavation, Fill, and Mining: The applicant demonstrated in the Engineer's Opinion of Probable Excavation, Fill, and Hauling that no excavation is proposed and only fill will be brought onto the site; therefore, hauling material from the site is not approved with this Development Order. The applicant demonstrated compliance with Division 8.

Division 9- Stormwater Management: The applicant has demonstrated the proposed development will retain the 100-year 1-day storm event prior to discharging into the

roadway system. The applicant proposed a stormwater system consisting of an underground chamber system and two dry detention areas on site. The applicant demonstrated the water quality volume is being met in the proposed dry detention areas prior to discharging; thereby, the required attenuation and water quality treatment is in compliance with Division 9.

Division 10- Flood Protection: The site does not fall within a Special Flood Hazard Area. The applicant demonstrated that the minimum finished floor elevation of 26.75-feet NAVD is set at or above the maximum predicted stage of the 100-year 3-day storm event (25.76-feet NAVD); therefore, the applicant demonstrated compliance with Division 10.

Division 14 - Parking and Loading: The applicant demonstrated compliance with the parking and loading requirements set forth in Division 14 with the design and layout of the proposed on-site parking facilities.

Division 19 – Roadway Design: The applicant has demonstrated compliance with Division 19 with the design of the proposed connections to SE Edwyn Street and SE Lares Avenue.

Development Order

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.
2. The Owner shall dedicate 8.5-feet of right-of-way along SE Lares Avenue approximately 135-feet in length as shown on the Final Site Plan within 60 days of approval of the Final Site Plan.

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. (2025).

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 Service

Findings of Compliance:

The proposed project will connect to the water and wastewater facilities of South Martin Regional Utility (SMRU). Agreement and payment shall be coordinated directly with SMRU prior to submittal of the post approval package to Growth Management.

Please forward any new well permits, if applicable, to SMRU once approved by SFWMD for relocation of the wells.

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

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]

R. 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.

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

Review ongoing.

T. Determination of compliance with 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 – SMRU

Findings – Positive Evaluation

Source – SMRU

Reference – see Section O of this staff report

Sanitary sewer facilities service provider – SMRU

Findings – Positive Evaluation

Source – SMRU

Reference – see Section O of this staff report

Solid waste facilities

Findings – In Place

Source – Growth Management Department

Stormwater management facilities

Findings – Positive 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 – Positive 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

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. Once submitted, a unique ShareBase link will be provided to the agent via email. CDs and Flash Drives are no longer accepted for post approval submittals. The 24" x 36" plans should be submitted rolled and in

separate sets as itemized below. Please note, the Public Works Department still requires a blank flash drive for the plans that will be stamped as part of post approval process. This flash drive will be distributed to the applicant/engineer of record at the pre-construction meeting. This blank flash drive now needs to be **brand new, unopened in the original package.**

Table 3 Post Approval Requirements

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.	Unity of Title	Original executed version 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.

Item	Description	Requirement
7.	Digital Copy of Construction Plans	One (1) digital copy of the Construction Plans in PDF format. The digital version shall be signed / sealed, and third party authenticated. The digital version must match the hardcopy as submitted and be consistent with the approved documents.
8.	Approved Final Site Plan	One (1) copy 24" x 36" of the approved final site plan.
9.	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.
10.	Approved Architectural Plans	One (1) 24" x 36" copy of the approved architectural plans signed and sealed by a licensed architect. Rolled.
11.	Digital Copy of Site Plan	One (1) digital copy of site plan in AutoCAD drawing format (.dwg). An e-Transmit zip file with 2018 file format is preferred. The digital version of the site plan must match the hardcopy version as submitted.
12.	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.
13.	Property Management Documents	One (1) copy of documents verifying that the right-of-way, property, or easements have been accepted by the Board of County Commissioners and recorded in the public records of Martin County, Florida shall be submitted as part of the post-approval process in accordance with Section 10.11, Land Development Regulations, Martin County, Florida.
14.	Right-of-way Use Permit	Right-of-way Use Permit and subsequent Right-of-way Maintenance Agreement is required prior to scheduling pre-construction meeting.

Item	Description	Requirement
15.	South Martin Regional Utilities Reservation	Proof of capacity reservation and fees paid to South Martin Regional Utilities (SMRU). The original agreement and payment shall be coordinated directly with SMRU prior to submittal of the post approval package to Growth Management.
16.	Flash/Thumb Drive	One unopened (1) blank USB flash/thumb drive, in the original package, which will be utilized to provide the applicant with the approved stamped and signed project plans at the pre-construction meeting.

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 meeting. Fees for this application are calculated as follows:

Table 4 Fee Table

Fee type:	Fee amount:	Fee payment:	Balance:
Application review fees:	\$9,127.00	\$9,127.00	\$0.00
Inspection fees:	\$5,800.00	\$0.00	\$5,800.00
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 after the post approval package has been submitted.

*** Required at issuance of building permit.

X. General application information

Table 5 Applicant Contact Information

<u>Entity</u>	<u>Contact Information</u>
Applicant/Owner:	Boys & Girls Club of Martin County P.O. Box 910 Hobe Sound, FL 33475 772-545-1255
Agent:	Architects Design Collaborative, LLC (ADC Architects) 10489 SW Meeting Street Port St. Lucie, FL 34987 Raul Ocampo, Jr. 772-286-9004 rocampo@adc-architects.net
Engineer of Record	Bowman Consulting 301 SE Ocean Boulevard, Suite 301 Stuart, FL 34994 Octavio Reis, P.E. 772-283-1413 oreis@bowman.com

Y. Acronyms

Table 6 Acronym Definitions

Acronym	Definition
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

Acronym	Definition
FACBC	Florida Accessibility Code for Building Construction
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
LDR	Land Development Regulations
LOS	Level of Service
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/Wastewater Service Agreement

Z. Attachments

N/A