



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. Application Information

PADDOCK AT PALM CITY PUD

PUD ZONING AGREEMENT MASTER AND FINAL SITE PLAN

Applicant:	Finland Capital, LLC
Property Owner:	Finland Capital, LLC
Agent for Applicant:	HJA Design Studio, LLC, Michael Houston
County Project Coordinator:	Brian Elam, PMP, Principal Planner
Growth Management Director:	Paul Schilling
Project Number:	P177-002
Record Number:	DEV2021120003
Report Number:	2025_0703_P177-002_DRT_STAFF_FINAL
Application Received:	02/03/2022
Transmitted:	02/04/2022
Date of Report:	05/04/2022
Application Received:	08/10/2022
Transmitted:	08/12/2022
Date of Report:	10/21/2022
Application Received:	02/27/2023
Transmitted:	03/01/2023
Date of Report:	05/24/2023
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Date of Report:	01/09/2024
Application Received:	03/14/2024
Transmitted:	03/14/2024
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Transmitted:	05/05/2025
Date of Report:	07/03/2025

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B. Project description and analysis

This is a request by HJA Design Studio on behalf of Finland Capital, LLC for approval of a rezoning from RM-8, Medium Density Residential District to a Planned Unit Development (PUD) including a PUD zoning agreement and master/final site plan for the construction of 51 two-story townhome units in eleven buildings, 6 three story duplex units and 1 three story single family home and associated infrastructure on an approximately 8.6-acres of undeveloped land resulting in a residential density of 6.7 units per acre. The property is located on the southeast corner of SW Martin Highway and SW 30th Avenue in Palm City. Included in this application is a request for a certificate of Public Facilities Reservation.

Primary access to the site is proposed along SW 30th Avenue with a stabilized emergency access proposed on SW Martin Highway. 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 Section 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 Review	Brian Elam	772-288-5501	Comply
F	ARDP Review	Samantha Lovelady	772-288-5664	N/A
G	Site Design Review	Brian Elam	772-288-5501	Comply
H	Commercial Design Review	Brian Elam	772-288-5501	N/A
H	Community Redevelopment Review	Brian Elam	772-288-5501	N/A
I	Property Management Review	Ellen MacArthur	772-221-1334	Comply
J	Environmental Review	Shawn McCarthy	772-288-5508	Comply
J	Landscaping Review	Karen Sjolholm	772-288-5909	Comply
K	Transportation Review	James Hardee	772-288-5470	Comply
L	County Surveyor Review	Tom Walker	772-288-5928	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	Jorge Vazquez	772-221-1448	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 Stemie	772-221-4090	N/A
R	School Board Review	Juan Lameda	772-219-1200	Comply

S	County Attorney Review	Elysse A. Elder	772-288-5925	Ongoing
T	Adequate Public Facilities Review	Brian Elam	772-288-5501	Comply

D. Review Board action

This application meets the threshold requirements for processing as a PUD Zoning Agreement with a master/final site plan. As such, a review of this application is required by the Local Planning Agency (LPA) and final action by the Board of County Commissioners (BCC). Both the LPA and the BCC meetings must be public hearings.

Pursuant to Sections 10.1.E. and 10.2.B.2, Land Development Regulations, Martin County, Fla. (2023), 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, February 11, 2010 with its resubmittal dated May 1, 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 Comprehensive Growth Management Plan (CGMP), Land Development Regulations (LDR) and the Code.

E. Location and site information

Parcel numbers: 243840000004000106, 243840000013000009, 243840000013000120
 Address: 3779 SW 30th Avenue, Palm City
 Existing zoning: RM-8, Medium Density Residential District
 Future land use: Medium Density
 Nearest major road: SW Martin Highway
 Gross area of site: 8.29 acres

Table 1: Abutting Properties Details

Direction	Development	Future Land Use	Zoning
North	ROW	N/A	N/A
South	Single-family	Rural Density	A-1, Small Farms District
East	Commercial	Commercial General	GC, General Commercial, A-1
West	ROW	N/A	N/A

Figure 1: Location Map

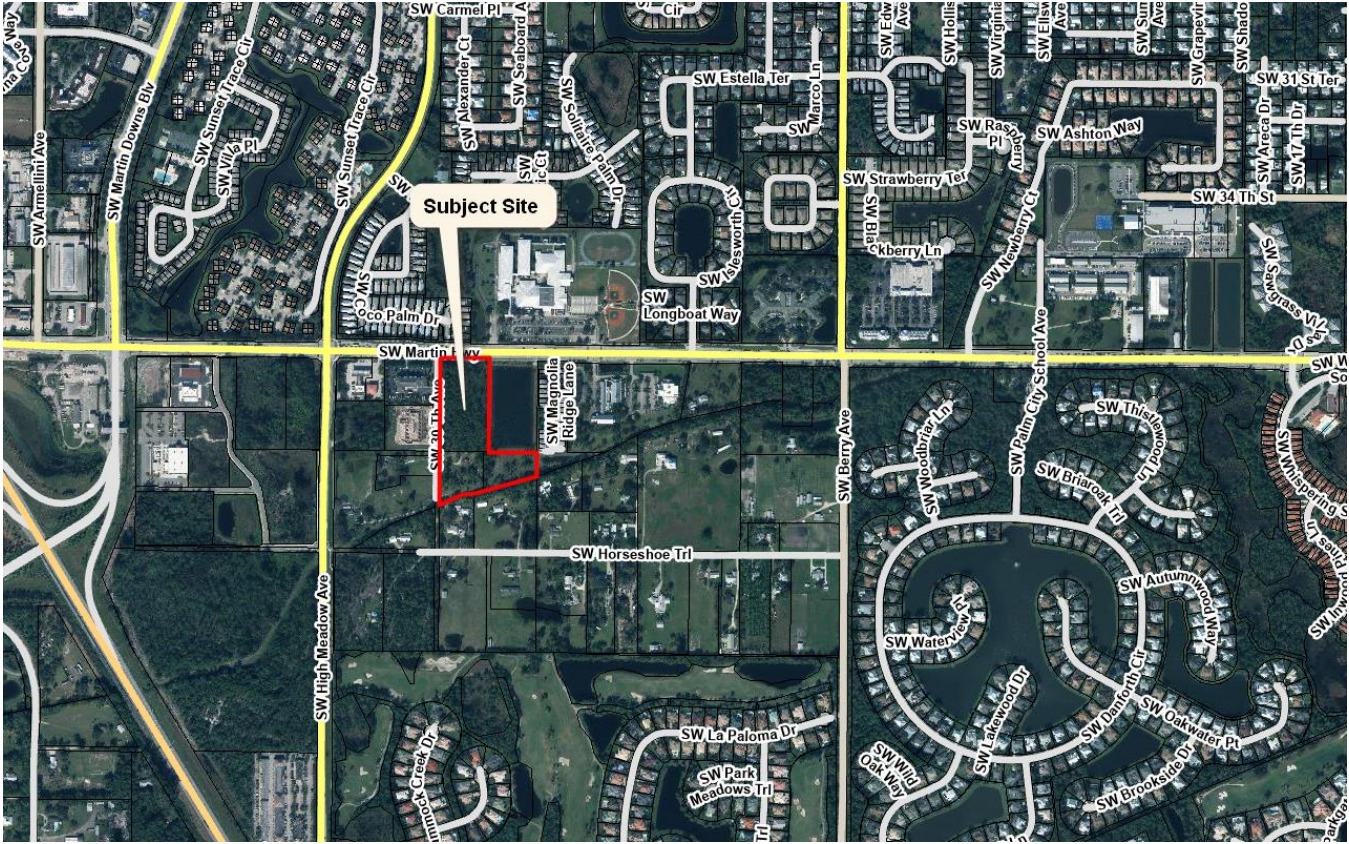


Figure 2: Subject Site Aerial



Figure 3: Zoning Atlas (RM-8)

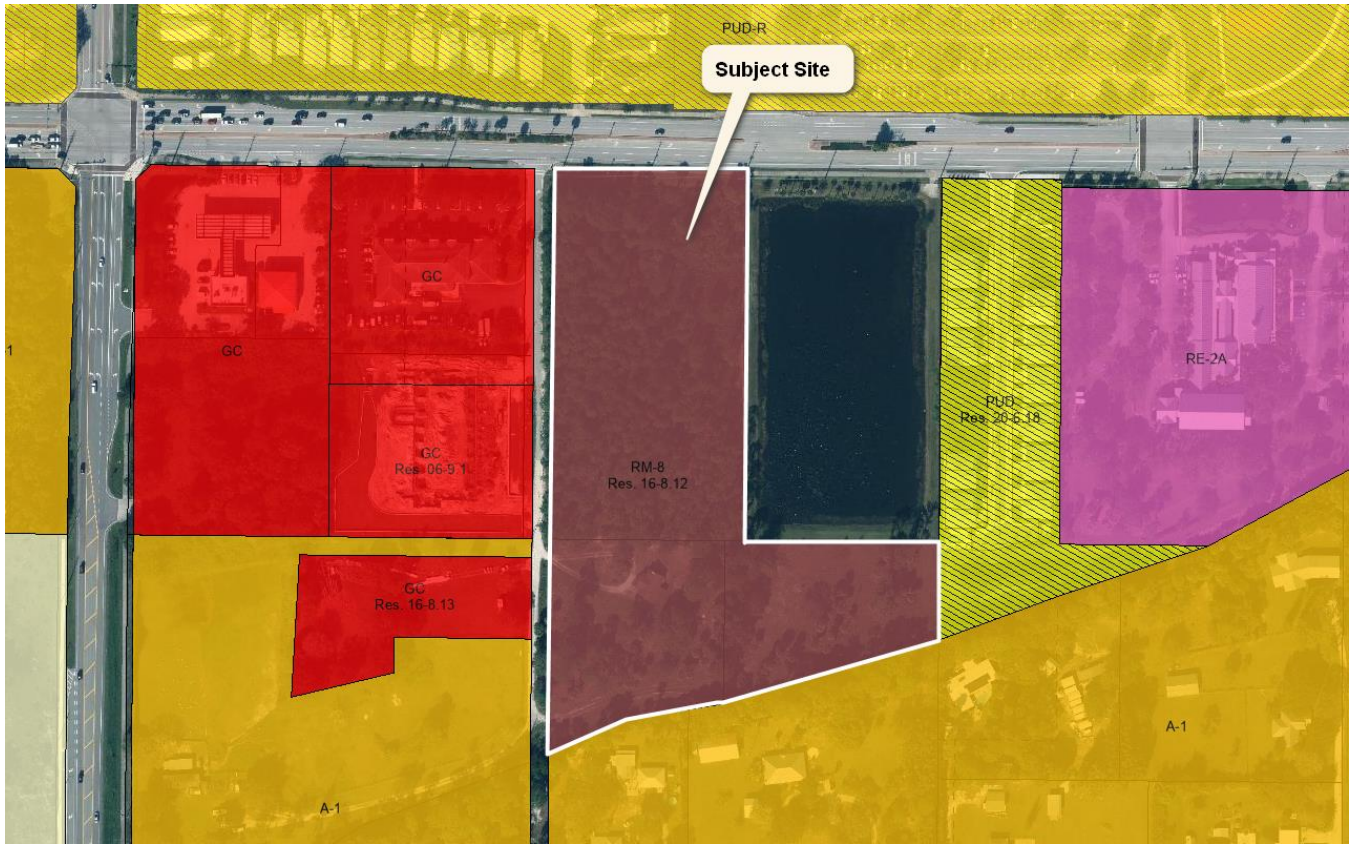


Figure 4: Future Land Use Map (Medium Density)



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

Findings of Compliance:

Staff has reviewed this application and finds that 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:

Policy 4.1E.6. PUD

A planned unit development is a unified development that is (1) planned, approved and controlled according to provisions of a binding written document negotiated between the developer and the County as a special PUD zoning district and (2) approved at a public hearing. The purpose of PUD districts is to introduce flexibility into the strict zoning and development regulations in a manner that is mutually beneficial to the County and the development. It is also to encourage enlightened and imaginative approaches to community planning. Benefits to the developer may include incentives to encourage affordable housing (consistent with the Housing Element); transfer of density from wetlands (consistent with the Conservation and Open Space Element, Chapter 9); flexibility in density distribution; flexibility and variety in land use, structure type and project design; and greater intensity than would be achievable under straight zoning. In exchange, the County may acquire such benefits as preservation zones, buffers, density transition zones and recreation facilities in excess of the County's minimum standards. Specific PUD district regulations are negotiated voluntarily by the developer and the County, and neither is guaranteed maximum benefits by right.

Information #2:

Policy 4.1E.8 Public Benefits.

Flexible Design: Martin County shall allow PUD zoning districts associated with a site and project specific PUD zoning agreement to allow flexibility in the land development regulations in a manner which mutually benefits the county and the developer and encourages innovative approaches to community planning. Specific PUD district regulations shall be negotiated voluntarily by both the developer and the county. Neither party to the agreement is guaranteed maximum benefits by right.

Benefits to the developer may include such items as incentives to encourage affordable housing; flexibility in density distribution; flexibility and variety in land use, structure type and project design; and greater intensity than would be achievable under straight zoning. In exchange, the County may acquire such benefits as transportation, recreation or other public facility improvements, additional preservation of environmental resources, and additional density transition zones. The provision of affordable and/or workforce housing, shall be strongly encouraged as a public benefit for any residential PUD. Any public benefits offered by the developer must clearly be in excess of the County's minimum standards.

Information #3:

Policy 4.13A.7. Residential development.

The FLUM allocates urban residential density based on population trends; housing needs; and past trends in the character, magnitude and distribution of residential land consumption patterns. Consistent with the

goals, objectives and policies of the CGMP, including the need to provide and maintain quality residential environments, it also preserves unique land and water resources and plans for fiscal conservancy.

1. General policies for all urban Residential development:
 - a) All Residential development described in subsections (1) through (6) of this policy shall have a maximum building height of 40 feet.
 - b) All Residential development shall maintain a minimum of 50 percent of the gross land area as open space, except as described under Goal 4.3. Wetlands and landlocked water bodies may be used in calculating open space as long as a minimum of 40 percent of the upland property consists of open space. This section shall not apply to construction of a single-family home on a lot of record.

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:

TIMETABLE OF DEVELOPMENT – MASTER AND FINAL

The timetable of development for concurrent master and final site plans shall be as specified in 10.2.D.1. and 10.2.D.2.

Information #2:

Notice Of A Public Hearing:

The notice of a public hearing regarding development applications shall be mailed at least 14 calendar days (seven calendar days if the application is being expedited pursuant to section 10.5.E.) prior to the public hearing by the applicant to all owners of real property located within a distance of 500 feet of the boundaries of the affected property. For development parcels which lie outside of or border the primary urban service district, the notification distance shall be increased to 1000 feet. In addition, notice shall be mailed to all homeowner associations, property owners associations, condominium associations and the owners of each condominium unit within the notice area MARTIN COUNTY, FLA., LDR §10.6.E.1. (2019).

Information #3:

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.

**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

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

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

Findings of Compliance:

RIGHT OF WAY

It has been determined that the Applicant is required to dedicate 10 feet of right of way on SW 30th Avenue. It has also been determined that the Applicant is required to dedicate a 25 foot corner clip at the corner of SW Martin Highway and SW 30th Avenue pursuant to Section 4.843.B.4, Land Development Regulations, Martin County, Fla. (2010).

The following is a list of the required due diligence materials:

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 an updated Title Commitment. The applicant has indicated that the Title Commitment will be provided during the plat process.

SKETCH AND LEGAL DESCRIPTION

1. 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 an updated sketch and legal description. The sketch and legal has been accepted by the County Surveyor. The applicant did not provide an updated boundary survey of the dedication sites. The applicant has indicated that the boundary survey will be provided during the plat process.

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. The applicant will be preserving 1.25 acres of native upland habitat onsite under a Preserve Area Management Plan (PAMP).

Informational Comment:

GOPHER TORTOISE STATEMENT

After a county development order is issued, the property owner and/or agent is responsible for obtaining a gopher tortoise relocation permit from Florida Fish and Wildlife Conservation Commission (FWC). All necessary permits, or a current 100% gopher tortoise survey showing no gopher tortoises exist onsite, shall be submitted to the growth management department, environmental division for review. The gopher tortoise survey shall be no greater than 90 days old at the time of review. No land clearing will be authorized until this information is received. No land clearing, including installation of erosion control barricades, can take place prior to the pre-construction meeting.

Landscaping

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 58-unit residential project. The applicant has submitted landscape plans that provide 1.92 acres of landscape area which equates to 24% of the 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).

Land use to the west is commercial and a Type 3 non-compatibility buffers was required and provided. 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 Martin HWY is a major arterial road, therefore a Type 5 buffer was required

and is being provided. Existing native vegetation has been proposed to be protected and supplemented to meet screening requirements.

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:

Staff has reviewed the Traffic Statement prepared by O'Rourke Engineering & Planning, dated August 2023. O'Rourke Engineering & Planning stated that the site's maximum AM peak hour impact was assumed to be 33 directional trips. Staff finds that SW Martin Highway is the recipient of a majority of the generated trips. The generalized service capacity of SW Martin Highway is 2000. SW Martin Highway is currently operating at a level of service C; it is anticipated to operate at level of service C at buildout (year 2030).

L. Determination of compliance with county surveyor – Engineering Department

Findings of Compliance:

The County Surveyor's office has reviewed this development application for compliance with applicable statutes and ordinances and finds it in compliance. This division recommends approval of the application, subject to compliance with the standards for the submittal of all post-approval documents.

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

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 evaluated the 25- year, 3-day storm event and has demonstrated that the discharge rate for the proposed development into Danforth Creek is lower than the pre-development discharge rate for the parcel. The applicant proposed a stormwater system consisting of one wet detention area on site. The applicant demonstrated the water quality volume is being met in the proposed prior to discharging; thereby, the required attenuation and water quality treatment is in compliance with Division 9.

Division 10 - Flood Protection: A portion of the project falls within a Special Flood Hazard Area AE with a Base Flood Elevation of 16.0-feet NAVD. The proposed finish floor elevation is 18.00-feet NAVD, which is higher than the 100 year, 3 day zero discharge storm stage of 16.54-feet NAVD and also higher than one foot above the base flood elevation of 16-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 SW 30th Avenue and Martin Highway.

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.
2. The proposed development is subject to the payment in lieu of construction of the required sidewalks along SW 30th 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 30th Avenue (320') which equates to \$13,280.
3. Within sixty (60) days of final site plan approval, the Owner shall dedicate 10-feet of right-of-way to the County along the SW 30th Avenue frontage.
4. Within sixty (60) days of final site plan approval, the OWNER shall dedicate 25-foot corner clip at the intersection of SW 30th Avenue and SW Martin Highway as shown on the master and 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. (2025)

O. Determination of compliance with utilities requirements – Utilities Department

Water and Wastewater Service

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.

Informational:

- PUD Agreement
- Special Conditions
- Exhibit F

All units, other than detached one- and two-family residences, which are in excess of 5,000 square feet or greater than two stories or greater in height shall be provided with a sprinkler system installed in accordance with NFPA 13, Standards for Automatic Sprinkler Protection, and NFPA 14, Standards for Standpipes. Compliance with all other provisions of the National Fire Protection Association is required. Specifically, stabilized roads and hydrant installations shall be completed before issuance of building permits pursuant to NFPA 241. Hydrants shall be located within 500 feet of each residential building.

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
Martin County School District CIP
School Concurrency Determination**

Project: Paddock Palm City
 Date Received: 2/4/2022
 Project #: P177-002 – PUD Zoning and Master / Final Site Plan
 Owner/Applicant: Finland Capital, LLC / HJA Studios, Michael Houston
 Location: 8.29 ac. Located at SE corner of CR 714 and SW 30th Ave. in Palm City CSA

Planned Project Units: 60 Townhomes / MF

School Type	Rate	Students
Elementary:	.0997	6
Middle School:	.0510	3
High School:	.0709	4
SGR =	.2216	13

Concurrency Service Area Analysis:

CSA ANALYSIS	A	B	C	D	E	F	G	H
PALM CITY ZONE	LOS CAPACITY	3 YR. PERM CAP ADD	TOTAL LOS CAPACITY (A+B)	OCT. 15TH DATE CERTAIN 2021	PROJECTS w/RESERVED CAPACITY	THIS PROJECT DEMAND	TOTAL DEMAND (D+E+F)	AVAILABLE LOS CAPACITY (C - G)
Elementary								
Bessey Creek Elem	712	0	712	536	10	0	546	166
Citrus Grove Elem	863	0	863	564	25	0	589	274
Palm City Elem (Z)	827	72	750	547	3	6	556	194
Total	2401	0	2324	1647	38	6	1691	633
Middle								
Hidden Oaks Middle	1344	0	1344	941	9	3	953	391
Stuart Zone HS								
Martin County HS	2107	0	2107	2168	32	4	2204	-97
<i>Adjacent North CSA</i>	1914	0	1914	1428	152	4	1584	330

Concurrency Availability: Pursuant to the City, County, School District Interlocal Agreement for School Planning and Siting, Section 6.2.7 and Article 5 of the Martin County Land Development Regulations, Division 5, Section 5.8.3, the School District has determined that sufficient school capacity does exist to serve the change in residential dwelling units proposed in this application to meet the school concurrency requirements under Florida Statute 163.3180.

School Capacity: This analysis is only used to serve as a review of the potential impact of the schools within the area of a future residential land use. School capacity shall be reserved for the above referenced project upon receipt of a final approval from the Martin County Growth Management Department. This concurrency reservation shall expire three (3) years from the date of issuance of this concurrency determination. This is vested on the Final Site Plan approval, not the Master Site Plan.

Comments: This determination does not guarantee that the students from the above referenced project will be assigned to attend a particular school(s). Please note if capacity demand should exceed existing availability, students may be housed in relocatable units.

Letter of No Objection w/Conditions: We can provide a *letter of no objection* with the following conditions:

1. High School Capacity will be transferred to the North Concurrency Service Area to meet LOS capacity.

School District Contact: Kimberly Everman, Capital Planner/Project Specialist Date Issued: 3/14/2022

Telephone: 772-219-1200, Ext.30220 E-Mail: evermak@martinschools.org

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 - Martin County Utilities
 Findings - Positive Evaluation
 Source – Choose an item.

Reference - see Section O of this staff report

Sanitary sewer facilities service provider - Martin County Utilities

Findings - Positive Evaluation

Source – Choose an item.

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

Road's 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

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. 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.**

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.

Item	Description	Requirement
6.	Approved Master and Final Site Plan	One (1) copy 24" x 36" of the approved master and final site plan. Correct the discrepancy for Duplex Units; the table says 6' the detail says 8'. Make them consistent.
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 site plan in AutoCAD 2010 – 2014 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.
9.	Engineers Opinion of Probable Cost	Two (2) originals of the Cost Estimate, 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.	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.
11.	Water & Wastewater Service Agreement	A copy of the executed Water and Wastewater Service Agreement. Original executed agreement and payment shall be provided directly to Martin County Utilities prior to submittal of the post approval package to Growth Management.
12.	ROW Dedication 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.	Sidewalk Payment in Lieu	The proposed development is subject to the payment in lieu of construction of the required sidewalks along SW 30th 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 30th Avenue (320') which equates to \$13,280.
14.	PUD Zoning Agreement	Original and one (1) copy of the executed approved PUD zoning agreement.
15.	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

Item	Description	Requirement
		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 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:	\$13,800	\$13,800	\$0.00
Inspection fees:	\$4,000		\$4,000
Advertising fees *:			
Recording fees **:			
Impact fees***:	N/A		

* 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.

***Impact fees are required at building permit.

X. General application information

Applicant: Finland Capital, LLC
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Owner: Finland Capital, LLC
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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/Wastewater Service Agreement

Z. Attachments