



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. *Application Information*

JUPITER HILLS VILLAGE PUD TWENTY-SECOND AMENDMENT WITH REVISED MASTER SITE PLAN & PHASE IX FINAL SITE PLAN

Applicant/Owner:	Jupiter Hills Club, Inc.
Agent for the Applicant:	Brian Nolan, Lucido & Associates
County Project Coordinator:	John Sinnott, Senior Planner
Growth Management Director:	Paul Schilling
Project Number:	J002-022
Record Number:	DEV2023100006
Report Number:	2024_1216_J002-002_Staff_Report_Final
Application Received:	10/26/2023
Transmitted:	10/31/2023
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Transmitted:	11/27/2024
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B. Project description and analysis

This is a request by Lucido & Associates on behalf of Jupiter Hills Club, Inc., for approval of the 22nd Amendment to the Jupiter Hills Village PUD Agreement including a revised master plan and Phase IX final site plan. The proposed development of Phase IX consists of a one-story, 32-bed building with parking and related infrastructure improvements to provide dormitory-style employee housing as an accessory use to the golf course. Phase IX is an approximately 4.59-acre parcel located west of SE Federal Highway approximately 430 feet northwest of the intersection of SE County Line Road and SE Federal Highway in Tequesta. The northern portion of the site is currently part of the Jupiter Hills Club golf course while the remainder of the parcel is undeveloped. Included is a request for a Certificate of Public Facilities Reservation.

Phase IX was created via the 9th Amendment to the Jupiter Hills Village PUD Agreement in September 1986. The 9th Amendment designated Phase IX for commercial use. The boundaries of Phase IX were subsequently modified in the 15th Amendment to the Jupiter Hills Village PUD Agreement in July 1992. The most recent Revised Master Site Plan, approved in December 2006 as part of the 18th Amendment to the Jupiter Hills Village PUD Agreement, continued to designate Phase IX for commercial use.

Ingress/egress is proposed from SE Federal Highway. The project is located inside the Primary Urban Services District. The proposed potable water supply is Tequesta Utilities while sanitary sewer/irrigation is proposed from the Loxahatchee River Environmental Control District.

C. Staff recommendation

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

Section	Division or Department	Reviewer	Phone	Assessment
F	Comp Planning Review	John Sinnott	772-320-3047	Comply
G	Site Design Review	John Sinnott	772-320-3047	Comply
H	Community Redevelopment Review	John Sinnott	772-320-3047	N/A
H	Commercial Design Review	John Sinnott	772-320-3047	N/A
I	Property Mgmt Review	Ellen MacArthur	772-221-1334	N/A
J	Environmental Review	Shawn McCarthy	772-288-5508	Comply
J	Landscaping Review	Karen Sjoholm	772-288-5909	Comply
K	Transportation Review	Lukas Lambert	772-221-2300	Comply
L	County Surveyor Review	Tom Walker	772-288-5928	N/A
M	Engineering Services Review	Kaitlyn Zanello	772-288-5920	Comply
N	Addressing Review	Emily Kohler	772-288-5400	Comply
N	Electronic File Submission Review	Emily Kohler	772-288-5400	Comply
O	Wellfield Review	Jorge Vazquez	772-221-1448	Comply
O	Water and Wastewater Review	Jorge Vazquez	772-221-1448	N/A

P	Emergency Mgmt Review	Amy Heimberger Lopez	772-285-7720	N/A
P	Fire Prevention Review	Doug Killane	772-419-5396	Comply
Q	ADA Review	Kaitlyn Zanello	772-288-5920	Comply
R	Health Review	Nick Clifton	772-221-4090	N/A
R	School Board Review	Mark Sechrist	772-219-1200	N/A
S	County Attorney Review	Elysse Elder	772-288-5925	Ongoing
T	Adequate Public Facilities Review	John Sinnott	772-320-3047	Comply

D. Review Board action

This application meets the threshold requirements for processing as a PUD Zoning Agreement Amendment with a revised master site plan and 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 [MARTIN COUNTY, FLA., LDR, §10.5.F.9 (2023)].

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, October 30, 2024, with the resubmittal dated November 26, 2024, and additional materials received between December 7, 2024, and December 9, 2024. 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 number: 19-40-43-000-000-00420-8
Existing Zoning: Jupiter Hills Village PUD
Future Land use: Estate Density 2UPA
Gross area of site: 4.59 acres

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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.

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

Community Redevelopment

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

Commercial Design

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

N/A - No dedication of right of way is required or proposed by the Applicant pursuant to the Roadway Classifications set forth in Section 4.843.B, Land Development Regulations, Martin County, Fla. [2001] which includes Table 4.19.1 that lists the minimum right of way requirements. Therefore, the Applicant is not required to submit due diligence materials for review by the Martin County Real Property Division.

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 applicant is preserving 1.15 acres of upland scrub habitat under a Preserve Area Management Plan (PAMP) that will be approved with this development application. This preserve area will be directly adjacent to an offsite scrub preserve that

exists on the FPL substation parcel to the south to make a more consolidated preserve design.

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 an employee residential facility within an existing Golf Course Community. The applicant has submitted landscape plans that provides a minimum of 0.83 acres of landscape area which equates to 39% of the 91,306 s.f 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. An additional 0.85 acres is to remain in preserved native landscape.

Section 4.663.A.3.b. Land Development Regulations, Martin County, Fla. (2013) requires that all multi-family residential development provide at least one tree per 1,500 sq. ft. of site area; a total of 61 trees for this project. To demonstrate compliance the applicant has proposed the planting of 68 trees.

To provide buffering along US Hwy 1, the applicant is proposing to adjust grading along the frontage and within the dry retention area to preserve existing native vegetation as possible. These areas are to be enhanced with establishment of additional native scrub species as shown. Specific locations and quantities will be adjusted in the field depending on specific site conditions. An as-built plan will be submitted.

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.

K. Determination of compliance with transportation requirements - Engineering Department

Traffic

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 April 2024. O'Rourke Engineering & Planning stated that the site's maximum AM peak hour impact was assumed to be 8 directional trips. The report finds that SE Federal Highway (SR-5/US-1) is the recipient of a majority of the generated trips. The project impact is 0.26% of the generalized volume of that roadway.

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

L. Determination of compliance with county surveyor - Engineering Department

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

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

Engineering

Findings of Compliance:

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 the amount of proposed excavation balances with the amount of fill needed for 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 culverts/swales and .28 acres of 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 23.00-feet NAVD is set at or above the maximum predicted stage of the 100-year 3-day storm event (21.44-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 connection to US-1.

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.

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

Electronic Files

Findings of Compliance:

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

Addressing

Findings of Compliance:

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

O. Determination of compliance with utilities requirements - Utilities Department

Water and Wastewater

N/A – The applicant is proposing connection to potable water supplied by Tequesta Utilities. Sanitary sewer and irrigation connections are proposed via the Loxahatchee River Environmental Control District. Therefore, water and wastewater review by Martin County Utilities & Solid Waste Department is not applicable.

Wellfield Protection

Findings of Compliance:

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

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

Fire Rescue

Findings of Compliance:

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

Emergency Management

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

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

ADA

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. The proposed employee housing will only accommodate adults 18 years of age and older.

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

Review Ongoing

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

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

Potable water facilities service provider – Village of Tequesta Utilities Department

Findings – Positive Evaluation

Source - Village of Tequesta Utilities Department

Reference - see Section O of this staff report

Sanitary sewer facilities service provider – Loxahatchee River Environmental Control District

Findings – Positive Evaluation

Source - Loxahatchee River Environmental Control District

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 N 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 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

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. Update or remove commissioner list on sheet C0.
6.	Approved PUD Amendment	Original and one (1) copy of the executed approved PUD Amendment.
7.	Approved Revised Master Site Plan	One (1) copy 24" x 36" of the approved revised master site plan.
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.

Item	Description	Requirement
10.	Digital Copy of Site Plan	One (1) digital copy of the site plan in AutoCAD 2010 – 2014 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.
11.	Engineer’s Design Certification	One (1) original of the Engineer's Design Certification, on the County format, which is available on the Martin County website, signed and sealed by the Engineer of Record licensed in the State of Florida shall be submitted as part of the post-approval process in accordance with Section 10.11, Land Development Regulations, Martin County, Florida.
12.	Water/Wastewater Agreements	Copies of the executed service agreements with Tequesta Utilities and Loxahatchee River Environmental Control District. The original agreements and payment shall be coordinated directly with the utility providers prior to submittal of the post approval package to Growth Management.
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:	\$13,800.00	\$13,800.00	\$0.00
Inspection fees:	\$4,000.00	\$0.00	\$4,000.00
Advertising fees*:	\$0.00	\$0.00	\$0.00
Recording fees**:	\$0.00	\$0.00	\$0.00
Impact fees***:	\$0.00	\$0.00	\$0.00

* Advertising fees will be determined once the ads have been placed and billed to the County.
 ** Recording fees will be identified after the post approval package has been submitted.
 *** Required at issuance of building permit.

X. General application information

Applicant/Owner: Jupiter Hills Club, Inc.
11800 SE Hill Club Terrace
Tequesta, FL 33469
Atilla Kardas, General Manager
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akardas@jupiterhillsclub.org

Agent: Lucido & Associates
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Engineer of Record: Creech Consulting
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Y. Acronyms

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

Z. Attachments

N/A