

PART V
- LAND DEVELOPMENT REGULATIONS
Article 11 - PLANNED MIXED-USE VILLAGE
DIVISION 7. DEVELOPMENT REVIEW PROCEDURES

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Sec. 11.7.2. Master and Final Site Plans Required.

11.7.2.A. All development within the PMUV requires Master Site Plan and Final Site Plan approval. Development outside the Urban Services Boundary shall require a final site plan.

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11.7.2.C. Issuance of a development order for a Final Site Plan shall authorize the applicant to submit Lot Site Plans ~~or as part of a building permit applications~~ in accordance with the terms and conditions of the approval. Permission to initiate construction of site improvements shall not be granted or building permits issued until all required documents are executed and all applicable conditions of approval satisfied.

11.7.2.D. All Master, Final and Lot Site Plans submitted to the Martin County shall include a letter from the OSA stating the application is in compliance with OSA requirements.

Sec. 11.7.3. Master Site Plans.

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11.7.3.B. The following documents must be submitted by the applicant to the Settlement Architect and subsequently to the County for review and approval:

1. Illustrative plan that is "to scale" and clearly illustrates a neighborhood structure, a network of streets and blocks, the location of lots, and the reservation of lots for Civic Buildings and Civic Open Space;
2. Master site plan tied to a boundary survey that clearly illustrates a neighborhood structure, a network of streets and blocks, and the reservation of lots for Civic Buildings and Civic Open Space;
- ~~2-3.~~ Transect plan showing the ~~lot,~~ block, and street network and allocation of Transect Zones;
- ~~3-4.~~ Streets atlas showing the Street Thoroughfare locations and Street Types including street cross sections;
- ~~4-5.~~ Conceptual stormwater management plan;
- ~~5-6.~~ Concurrency data at the neighborhood level;
- ~~6-7.~~ Overall program and percentages of total vested rights; and
- ~~7-8.~~ Illustrations that depict the proposed scale and character or the development of the area.

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11.7.3.D. Applications for County approval of Master Site Plans shall be subject to the following:

1. A letter of approval and all documents and plans reviewed and approved by the OSA shall be submitted along with the development application to the County for review.

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2. The application shall be filed with the County Administrator by the owner or other person having power of attorney to act as agent for the owner.
 3. Applications shall be received by the county for processing on any working day.
 4. Proof of ownership and financial disclosure pursuant to ~~Section 10.2.B.3,~~ 10.5.D.1, LDR is required.
 5. The application shall be submitted in a form approved by the County Administrator and made available to the public. At a minimum, it shall include sufficiently detailed and documented information for staff to make the required findings of compliance. All applications shall include a checklist provided by the County specific to Master Site Plan applications, submitted in accordance with Article 11, LDR.
 6. Each application shall be accompanied by the application fee and completeness determination fee as established by resolution of the BCC.

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11.7.3.H. Upon a finding of noncompliance, a resubmittal of requested materials shall be made within 30 working days of the issuance of the staff report. If the applicant fails to meet the resubmittal deadline, the application ~~shall~~ may be terminated, unless the applicant gives notice that an elective resubmittal will be made. The elective resubmittal shall be made within 90 days from the date the prior resubmittal was due, and shall include the resubmittal fee established by resolution of the BCC. All documents that have expired must be updated by the applicant. Upon receipt of the resubmittal, staff will have 20 working days to review and provide comments. Minor adjustments to plans and application materials that do not require full staff review may be amended prior to the BCC hearing at the discretion of the Growth Management Director.

11.7.3.I. Upon findings of compliance with the CGMP, LDR and the Code, the development application shall be scheduled for consideration by the BCC at a public meeting. The public meeting shall be conducted pursuant to ~~Section 10.7~~ 10.10, LDR.

11.7.3.J. Once a Master Site Plan has been found in compliance and scheduled for the BCC meeting, the applicant may submit an application for Final Site Plan. No Final Site Plan may be approved without approval of the corresponding Master Site Plan.

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Sec. 11.7.4. Final Site Plans.

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11.7.4.B. A Final Site Plan application shall contain a minimum area that is two block faces across a ROW or public space, or similar acreage that results in a complete place. The maximum area of a Final Site Plan application shall be no larger than 25% of an approved Master Site Plan. Final site plans for areas completely outside of the Urban Services Boundary are exempt from these size criteria.

11.7.4.C. The following documents must be submitted by the applicant to the OSA and subsequently to the County for review and approval:

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1. Illustrative plan that is "to scale" and clearly illustrates a network of streets and blocks, the location of lots, and the reservation of lots for Civic Buildings and Civic Open Space;
 - ~~2.2.~~ A final site plan tied to a boundary survey.
 - ~~3.~~ Transect Zones showing the lot, block and street network;
 - ~~3.4.~~ Street types
 - ~~4.5.~~ Detailed stormwater management plan;
 - ~~5.6.~~ Development program and percentages of total neighborhood program and overall vested rights.

11.7.4.D. Applications for County approval of Final Site Plans shall be subject to the following:

1. A letter of approval and all documents and plans reviewed and approved by the OSA shall be submitted along with the development application to the County for review.
2. The application shall be filed with the County Administrator by the owner or other person having power of attorney to act as agent for the owner.
3. Applications shall be received by the county for processing on any working day.
4. Proof of ownership and financial disclosure pursuant to ~~Section 10.2.B.3.,~~ 10.5.D.1, LDR is required.
5. The application shall be submitted in a form approved by the County Administrator and made available to the public. At a minimum, it shall include sufficiently detailed and documented information for staff to make the required findings of compliance. All applications shall include a checklist provided by the County specific to Final Site Plan applications, submitted in accordance with Article 11, LDR.
6. Each application shall be accompanied by the application fee and completeness determination fee as established by resolution of the BCC.

11.7.4.E. Applications will be reviewed for completeness within 5 working days. Applications deemed incomplete will be returned to the applicant with a letter outlining the deficiencies that need to be addressed for review. ~~Applications found complete will be transmitted to development review staff.~~

11.7.4.F. _____ The County Administrator shall prepare a staff report within 15 working days of transmittal which addresses all of the requirements of the CGMP, the LDR, and the Code.

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11.7.4.I. The plat approval process shall be in accordance with Section ~~10.11.F.~~ 10.2.F., LDR and Article 4, Division 21, LDR, except that public notice signs shall not be required.

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Sec. 11.7.5. Lot Site Plan Approval.

11.7.5.A. Lot Site Plan approval through building permit is reserved for lots that are within an approved Final Site Plan. The development of individual lots must be consistent with the approved uses on the approved Final Site Plan, the Transect Plan, and shall conform to Divisions 2 through 6 of this article.

~~11.7.5.B. No Lot Site Plan shall be approved by the building department until a plat consistent with the approved Final Site Plan has been recorded.~~

~~11.7.5.C.~~ B. No Lot Site Plan shall be processed without a letter of approval from the OSA.

~~11.7.5.D.~~ C. The design of Civic Buildings shall be approved by the OSA prior to submittal to the County Building Department.

Sec. 11.7.6. Post Approval.

After a development order has been issued by the County, the applicant will have ~~30~~ 60 working days to submit all items listed in the post approval letter. Upon the determination that all requirements are met, including the issuance of any required state and federal agency permits, the County will schedule a pre-construction meeting, if applicable. After a pre-construction meeting has taken place, construction is permitted consistent with the approved development order.

Sec. 11.7.7. Warrants, Exceptions, and Amendments.

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11.7.7.E. *Amendments to Article 11.*

1. Unless a proposed change qualifies as a Warrant or an Exception, changes to the Permitted Use Table, other provisions of Article 11, and the Regulating Plan shall require consideration by the Local Planning Agency and the BCC, pursuant to Sections ~~10.4, 10.5, 10.6, and 10.7,~~ 10.8, 10.9. and 10.10, LDR.

11.7.7.F. *Amendments to Approved Site Plans.*

1. The County Administrator may approve minor or technical changes to approved ~~Master Site Plans and approved Final Site Plans~~ in accordance with Section ~~10.11.D.11 and 10.11.D.12~~ 10.5.F.6.e.2, LDR.
2. Technical changes to the approved Master Site Plan may be processed administratively concurrent with a proposed Final Site Plan within the following thresholds:
 - (a) Up to 10 percent of transect allocation provided it does not create inconsistencies with other requirements of Article 11 including appropriateness of designated street types.
 - (b) Reallocation of total number of units or square footage of other uses provided that the previously approved total units and square footage is not exceeded.
 - (c) Modifications to the street network including street type and exact configuration that does not change the number of intersections or impact the streets represented on the Regulating Plan;
 - (d) Modifications to block size including perimeter and average block size provided the requirements for block size within those transect areas still meet the requirements of Article 11.
- ~~23.~~ A proposed amendment of a Master Site Plan that does not qualify as a minor or technical change shall require the approval of the Board of County Commissioners.
- ~~34.~~ The County Administrator may approve minor or technical changes to Final Site Plans including changes that do not affect compliance with this article or require changes to permits from outside agencies. All other amendments to Final Site Plans shall require review pursuant to Section 11.7.4.