



MARTIN COUNTY, FLORIDA DEVELOPMENT REVIEW

STAFF REPORT

A. Application Information

RIVERSIDE MEMORIAL PARK CEMETERY – REQUEST REVISED FINAL SITE PLAN TO ADD A MAUSOLEUM BUILDING AND NEW DRIVEWAY ACCESS

Applicant: SCI Funeral Services of Florida, Inc.
Property Owner: SCI Funeral Services of Florida, Inc.
Agent for the Applicant: Gentile, Holloway, O'Mahoney & Associates, Inc.,
Troy Holloway
County Project Coordinator: Harry King, Principal Planner
Development Review Administrator: Deborah Oblaczynski
Project Number: R078-004
Application Type and Number: D001 200800283
Date Application Submitted: 07/10/2008
Date Staff Report Released: 08/25/2008
Joint Workshop Meeting Date: 09/04/2008
Report Number: gmd08d.255

B. Application type

This is an application for an institutional, minor development revised final site plan.

C. Project description and analysis

This is an application for an institutional, minor development site plan. The applicant is requesting Revised Final Site Plan approval to allow an additional mausoleum, lawn burial plots and supporting roadway system (Phase1) within the existing Riverside Memorial Gardens. The Limits of Construction on the proposed final site plan include improvements for driveway access to Future Cemetery Expansion as well as the access for the new mausoleum.

D. Staff recommendation

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

Section	Division or Department	Reviewer	Phone	Assessment
G	Comprehensive Plan	Harry W. King	288-5501	Comply

H	Development Review	Harry W. King	288-5501	Non-comply
I	Community Planning			N/A
J	Environmental	Darryl DeLeeuw	221-1317	Comply
J	Landscaping	Darryl DeLeeuw	288-5508	Comply
K	Transportation	Bonnie Pointer	288-5927	Comply
L	County Surveyor	Bill Wallace	288-5418	N/A
M	Engineering & Stormwater	Chris Linkiewicz	288-5927	Non-comply
N	Addressing	Harry W. King	288-5500	Comply
O	Utilities	Deborah Oblaczynski	221-2353	Comply
P	Fire Protection	Jon Pasqualone	288-5633	Comply
Q	ADA	Bob Steiner	221-1396	Comply
R	Commercial Design	David Roller		N/A
R	Electronic file submittal	Emily Kohler	288-5692	Non-comply
R	Health Department			Comply
R	School Board	J. Lisle Bozeman	219-1200	N/A
R	Property Management	Don Cole	288-5793	N/A
S	County Attorney	Krista Storey	288-5440	Pending
T	Adequate Public Facilities	Harry W. King		Non-comply

E. Review Board/Committee action

This application type is not reviewed by the Local Planning Agency.
 This application type is not reviewed by the Board of County Commissioners.

F. Location and site information

Parcel number(s) and address:
 24-40-42-000-000-0002.0-40000 19351 SE County Line Rd
 Future land use and zoning:
 Future Land Use Designation: Institutional Public Conservation
 Zoning District: Public Service
 Census Tract: 0016
 Commission District: 3
 Community redevelopment area: Not Applicable
 Municipal taxing district: Southern
 Planning area: South County
 Storm surge zone: Category 5 Surge Zone
 Traffic analysis zone: 67
 Gross area of site: 6 acres
 Non-residential gross floor area: 4,675 square feet
 Pre-construction developed area: 11 acres
 Adjacent existing or proposed development:
 To the north: Preserve Area
 To the south: Cemetary
 To the east: Cemetery, single family lots
 To the west: Cemetery, Single family lots
 Zoning district designations of abutting properties:
 To the north: R-2B, Single family
 To the south: RM-5, Single family

To the east: R-2B, Single family
To the west: R-2B, Single family
Future land use designations of abutting properties:
To the north: Conservation
To the south: Public Service
To the east: Low Density Residential
To the west: Low Density Residential

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

Unresolved issues:

Additional information:

Recommendation:

The Martin County Comprehensive Growth Management Plan, Goal A, Objective 1, Policy a, states: 'The County's existing Land Development Regulations shall be revised to conform to all guidelines and standards contained in this Plan.

Staff has reviewed this application and finds that that it complies with the LDR. 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 land use, site design standards, zoning, and procedural requirements - Growth Management Department

Unresolved issues:

ITEM # 1:

The application indicates a phasing of the project is sought. Provide a schedule of the phases that is consistent with the deadline requirement to complete the project. [Sections 10.2.B, 10.11.C, and 10.11.D; Section 5.7.4.d.(1), LDR]

Comments:

This is proposed mausoleum to be built to the north of three existing structures. This site plan approval is exclusively for the new structure to be built with the needed driveway to access the building. No other structures are authorized with this final site plan in process.

ITEM # 2:

A complete site plan is required as part of the application. [Section 10.2.B, LDR]

Comments:

The Construction Limits noted on the Revised Final Site Plan, Sheet SP-1, 6.27.2008, indicates the asphalt drive, 21 foot width is to be constructed in accordance with the Section A to A' shown on construction sheet 6 of 6. Why is the proposed drive to be constructed to the east to include the area marked as 'Future Cemetery Lot Expansion'? If this is a future phase for cemetery plots, that portion of the drive way should be eliminated from this application.

ITEM # 3:

Show existing and proposed structures and their required setbacks measured in feet from the closest point of each to the nearest property line on the site plan. (Article 3; Article 10.2.B)

Comments:

Please provide the dimensions from the header curb on the drive way to the proposed mausoleum.

Additional information:

ITEM # 1:

The following documents are required to be completed and submitted to the Growth Management Department during the staff review, prior to final action on the application: original and two (2) copies of the 'Cost Estimate for Site Engineering,' and the original and two (2) copies of the construction schedule.

ITEM # 2:

Effective May 1, 2003, anyone initiating activity that disturbs one or more acres of land but less than five acres (small construction), or five or more acres (large construction), shall obtain permit approval under the 'Generic Permit for Storm water Discharge from Large and Small Construction Activities.' (See Chapter 62-620, F.A.C.)

Comments:

This is needed for building permit issuance.

ITEM # 3:

The Section A to A' on the site plan dated 6.27.2008, is being addressed by the County Engineer. Please refer to any drainage issues in Section M of this initial staff report.

ITEM # 4:

An additional fee is required for the review of the third submittal (the second resubmittal) of documents for this development application. Please include the appropriate third submittal review fee (includes the GMD, ENG, and EMD fees):

1. Minor development (non-residential development), final site plan: \$4,650.00 - For Future Reference.

Recommendation:

This will be provided upon satisfactory responses to unresolved issues H. 1 to 3.

I. Determination of compliance with the community planning requirements – Growth Management Department

Unresolved issues:

Additional information:

Not in a CRA.

Recommendation:

Not applicable.

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

ENVIRONMENTAL REVIEW

Unresolved issues:

Additional information:

Recommendation:

The Growth Management Department Environmental Division staff has reviewed the application and finds it in compliance with the applicable land development regulations.

LANDSCAPING REVIEW

Unresolved issues:

Additional information:

Recommendation:

The Growth Management Department staff has reviewed the application and finds it in compliance with the applicable land development regulations regarding landscaping.

K. Determination of compliance with transportation requirements - Engineering Department

Unresolved issues:

ITEM # 1:

The Traffic Impact Analysis does not comply with Article 5, Division 3, Sections 5.63 and 5.64 because:

(Note: pick those that apply)

- statement must be Signed and Sealed
- proposed areas / uses must be consistent with the final site plan
- trip generation must be consistent with latest ITE Trip Generation Manual
- existing volumes and growth rates must be consistent with latest Roadway LOS Inventory Report
- project trips must be appropriately distributed on network
- the applicant will be required to take on a more detailed analysis of level of service using accepted FDOT level of service methodology techniques

Additional information:

Compliance with adequate public facilities ordinance:

This finding will remain outstanding subject to the applicant addressing the unresolved issue noted by the County Engineer.

Recommendation:

This finding will remain outstanding subject to the applicant addressing the unresolved issue noted by the County Engineer.

L. Determination of compliance with county, surveyor - Engineering Department

Unresolved issues:

Additional information:

No plat proposed.

Recommendation:

Not applicable.

M. Determination of compliance with engineering, stormwater and flood management requirements - Engineering Department

Unresolved issues:

ITEM # 1:

The following improvements do not comply with the referenced sections of Article 4, Section 14:

- Rate Adjustment (4.629)

Comments:

Please explain how the parking for the new building be handled?

ITEM # 2:

The water quality calculation is not acceptable because:

- it does not provide for 3-inches of rainfall over the percent of impervious project area (4.386.I) (total impervious area less lakes, preserves, and wetlands; roof areas are included); [% imperv = (Roof + Pavt) / (Total - Lakes - Preserves - Wetlands)]

ITEM # 3:

The following items were not submitted as required by the referenced sections of Article 4, Division 9 or the Stormwater and Flood Protection Standards for Design and Review:

- paving, grading, and drainage details and applicable specifications (4.385.A)

Comments:

Please explain how the runoff from the proposed Mausoleums will be handled.

Additional information:

Compliance with adequate public facilities ordinance:

This finding will remain outstanding subject to the applicant addressing the unresolved issue noted by the County Engineer.

Recommendation:

This finding will remain outstanding subject to the applicant addressing the unresolved issue noted by the County Engineer.

N. Determination of compliance with addressing requirements – Growth Management Department

Unresolved issues:

Additional information:

ITEM # 1:

The property owner is responsible for placing site addresses on the front of the structure so that the numbers are plainly visible from the street. Whenever the structure is more than fifty (50) feet from

the street line, then the site address must be placed near the driveway of a common entrance, upon a post or mail box, so that it is easily viewed from the street. The cemetery address will remain 19351 SE County Line Road.

Non-residential structures shall have address numbers at least six (6) inches in height. The address is to be mounted at the individual entry door. The range of addresses is to be placed in a conspicuous position at the right-of-way fronting the development, on either a monument or marquee sign type. Numbers on either type are to be at least six (6) inches in height.

A certificate of occupancy cannot be issued until site addresses are posted in compliance with the Martin County Land Development Regulations, Section 4.76, et. al.

Recommendation:

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 complies with applicable addressing standards and regulations and recommends approval.

O. Determination of compliance with utilities requirements - Utilities Department

WATER AND WASTEWATER SERVICES REVIEW

Unresolved issues:

Additional information:

Compliance with adequate public facilities ordinance:

ITEM # 1:

The proposed changes to the approved site plan Riverside Memorial Park does not intensify the use of the land for utilities, therefore the County's concern for level of service and concurrency for water and wastewater is eliminated. [Ref. Code, LDR, s.5.32.B.3.f. Code, LDR, Art.5, Div.2]

Recommendation:

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.

WELLFIELD and GROUNDWATER PROTECTION REVIEW

Unresolved issues:

Additional information:

Recommendation:

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.

P. Determination of compliance with fire safety and emergency preparedness requirements - Emergency Services Department

Unresolved issues:

Additional information:

ITEM # 1:

Martin County Code of Laws and Ordinances, Section 15-30, adopts NFPA 1 and NFPA 101 as the county's fire prevention code. This is in accordance with Chapter 633, F.S. All construction, including, but not limited to, fire sprinklers, fire alarms and fire suppression systems, shall be subject to these codes. All documents including specifications and hydraulic calculations are required at the time of the application for a building permit for the property that is the subject of this application for site plan approval. Separate permits may be issued by the Fire Prevention Division.

ITEM # 2:

The following fire suppression water flow is the minimum for the specified use:

Residential

- 500 gpm for Single family homes / duplexes
- 750 gpm for Multi-family 2 story (12 or less units)
- 1,500 gpm for Multi-family (greater than 12 units)

Mercantile / business

- 750 gpm for 3000 square feet or less
- 1,000 gpm for 3000-15,000 square feet
- 1,500 gpm for greater than 15,000 square feet

Industrial / Warehouse / Storage

- 750 gpm for 7000 square feet or less
- 1,500 gpm for greater than 7000 square feet

These are the minimum requirements for the specified uses. Additional water flow may be required to supplement fire sprinkler systems or to support other hazardous uses. The developer is responsible to meet any additional flow requirement beyond that which is within the capacity of the utility provider. [NFPA 1 and NFPA 101]

ITEM # 3:

If land clearing is required on this project, and the vegetation debris is to be burned on the site, a burn permit is required. The burning of debris requires use of an air curtain when the site is within 1/4 mile of a residential area. Any validated complaint will result in requiring the remaining debris to be hauled off-site to an approved landfill or vegetative recycling facility. [Martin County Ordinance #480]

Recommendation:

The Fire Prevention Division has determined that the application is in compliance with applicable codes. The fire protection requirements have been met. The Fire Prevention Division has no objection to approval of this application. [Section 10.2.D, LDR]

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

Unresolved issues:

Additional information:

Recommendation:

The General Services Department staff has reviewed the application and finds it in compliance with the applicable Americans with Disability Act and Florida Accessibility Code requirements.

R. Determination of compliance with Commercial Design, Electronic file submittal, Martin County School Board, Martin County Health Department, and Property Management requirements

Unresolved issues:

ELECTRONIC FILE

ITEM # 1:

A digital site plan and digital boundary survey are required to be submitted with the final site plan application. The required digital file format for the site plan and boundary survey is AutoCAD 2006 drawing format (.dwg). The digital version of the site plan and boundary survey must match the hardcopy version as submitted. Updated digital site plan files will be required to be submitted by the applicant during the development review process. All digital deliverables must be submitted on CD-ROM and labeled with project name, date, and applicant contact information.

Comments:

The digital file provided called Riverside Memorial Gardens GIS does not match the paper copy of the revised final site plan. It appears that the file provided is digital copy of the landscape plan. Please ensure that corrections are provided in both forms for the Revised Final Site Plan currently dated 6.27.2008.

Additional information:

The Health Department memo provided on July 21, 2008, has no objections to the proposal.

Recommendation:

The application for site plan approval must meet all health department standards for potable water quality and wastewater disposal. The Health Department staff has reviewed this application for compliance with Florida Statutes and Martin County code and has no objection to the site plan approval.

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

Unresolved issues:

Additional information:

Recommendation:

This remains pending while the reviewing department issues are resolved.

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 5.7.D of the Adequate Public Facilities LDR for a Certificate of Adequate Public Facilities Reservation.

Potable water facilities service provider -

Source - Utilities Department

Reference - see Section O of this staff report

Sanitary sewer facilities service provider -

Source - Utilities Department

Reference - see Section O of this staff report

Solid waste facilities

Findings - Martin County

Source - Growth Management Department

Stormwater management facilities

Findings - Martin County

Source - Engineering Department

Reference - see Section N of this staff report

Community park facilities

Findings - Martin County - no added public recreation impacts

Source - Growth Management Department

Roads facilities

Findings - Martin County

Source - Engineering Department

Reference - see Section M of this staff report

Mass transit facilities

Findings - Martin County

Source - Engineering Department

Reference - see Section L of this staff report

Public safety facilities

Findings - Martin County

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

ITEM # 1:

Approval of the development order for the site plan is conditioned upon the applicant's submittal of all required documents, executed where appropriate, to the Growth Management Department (GMD), including applicable, unpaid fees, within sixty (60) days of the final action granting approval. All documents are to be submitted as one (1) complete, 'original,' packet accompanied by the required copies as additional packets. The following documents must be submitted to the GMD:

1. One (1) original only of the approved site plan on 'Mylar' or other plastic, stable material,
2. One (1) digital copy of the final site plan, in AutoCAD 2004 drawing format (.dwg). The digital version of the site plan must match the hardcopy version as submitted.
3. Twelve (12) paper copies of the approved site plan,
4. Twelve (12) complete copies of the approved, signed and sealed, construction plans,
5. Twelve (12) copies of the approved, signed and sealed landscape plan,
6. One (1) copy of the approved preserve area management plan,
7. One (1) copy of the legal description identified as 'Exhibit A,' including the total gross acreage and the Martin County Property Appraiser Office parcel control number(s) for the property,
8. One (1) copy of the approved site plan as 'Exhibit B,' reduced to 8.5' x 11' inches (to be attached to the development order approval resolution issued by Martin County),
9. Two (2) copies of the warranty deed if a property title transfer has occurred since the site plan approval,
10. Original and two (2) copies of the current 'unity of title,' in standard county format and executed by proper authority,
11. Two (2) copies, in acceptable county format, of the draft 'Commitment for Installation and Maintenance of Plant Materials,' including the cost estimate attached as 'Exhibit A' and, when no plat is proposed, the required security attached as 'Exhibit B'. This document and required securities shall be executed prior to the authorization of a certificate of occupancy,

12. Three (3) copies of the original, executed, wastewater service agreement with Martin County Regional Utilities and one (1) copy of the payment receipt of CFC and engineering and recording fees,
13. Original and two (2) copies of the revised construction schedule,
14. Original and two (2) copies of the revised 'Cost Estimate for Site Engineering,' and a check payable to the Martin County Board of County Commissioners, for payment of Engineering review fees per this estimate,
15. The original and one (1) copy of the signed and sealed 'Engineer's Design Certification.' The engineer's design certification must be received by the Growth Management Department (to be forwarded to the Engineering Department) before the construction plans can be released to begin site construction, a pre-construction site meeting can be scheduled, and any clearing permit can be issued.

Once all required documents are submitted, the recording fee will be calculated, and the applicant will be sent a demand for payment in the form of a check made payable to the Martin County Clerk of the Court.

Failure to submit the required, executed, documents, plans, and fees in compliance with Section 10.9, LDR, will render the approved development order null and void.

V. 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 fees	7,335.00	7,335.00	.00
Environmental inspection fees	560.00	.00	560.00
Engineering fees	5,015.00	1,415.00	3,600.00
Mandatory impact fees	.00	.00	.00
Non-mandatory impact fees	.00	.00	.00

Note: Impact fees to be established on the Traffic Impact Analysis and the associated traffic generation provided on June 27, 2008.

W. General application information

Applicant: SCI Funeral Services of Florida, Inc.
1112 Military Trail
Jupiter, FL 33458

Agent: Gentile, Holloway, O'Mahoney & Associates, Inc.
Troy Holloway
1907 Commerce Lane, Ste 101
Jupiter, FL 33458
561 575-9557

X. Attachments

1. Application for the proposed development, June 27, 2008 receipt
2. Location/ aerial map
3. Prior Development Order, Resolution Number DRC-97-10.2 for the existing mausoleum structures
4. FDEP permit (wastewater collection system) - Certification from Loxahatchee River District
5. FDEP permit (general permit) - Certification from the Village of Tequesta Utility Department

6. SFWMD permit - dated February 21, 2008
7. Health Department memo received July 21, 2008
8. Draft development order for revised final site plan approval - pending