



Martin County, Florida Growth Management Department
Development Review Division
2401 South East Monterey Road, Stuart, FL 34996
772-288-5495 www.martin.fl.us

COMMUNITY REDEVELOPMENT AREAALTERNATIVE COMPLIANCE REQUEST CHECKLIST

Required Format

All applications for request must be reviewed for completeness, prior to the acceptance of the application for distribution to staff for review. The application identifies the minimum documents and information required to request approval of alternative compliance that varies from the strict application of the requirements of Divisions 1 through 7, Article 12, Land Development Regulations, Martin County Code (LDR).

This checklist shall only apply to alternative compliance requests not associated with a development review application (as delineated within Martin County LDRs Article 10) that is under review. For alternative compliance requests associated with a development review project, the applicant shall respond to the questions listed below within a separate document included within the development review application package.

One paper packet (8 1/2x11-inch) of documents must be submitted. Include **one** (1) full-size folded (not rolled) hard copies of the survey and **one** (1) set of minimum 11"x17" hard copies of all other plans (If applicable).

FEE: Provide a check payable to the Martin County Board of County Commissioners in the amount of \$240.00. (do not include a copy of payment in hardcopy or digital format)

Required Documents

Please include the following items in the order shown below with the application.

1. Application: Application signed by the owner or the agent having a notarized power of attorney from the owner to act on his/her behalf, pursuant to Section 12.1.13.4.
[Alternative Compliance Application](#)
2. Justification Statement: See below for requirements
3. Power of Attorney: A notarized power of attorney authorizing an agent to act on the owner's behalf. (If applicable)
4. Copyright Permission to Duplicate Materials Form: Individual permission to duplicate copyright materials form as required to comply with public record requests for such items as site plans and surveys. Each consultant that has a copyright on any documents/plans needs to fill out an individual form. (If applicable)
[Permission to Duplicate Copyright Materials](#)

5. Recorded Deed: A copy of the recorded deed(s) for the subject property.
6. Legal Description: Full legal description including parcel control number(s) and total acreage
7. Site Location Map: Include all adjacent and internal roadways, surrounding properties and a clear site boundary.
8. Site Plan: Hard copy of the proposed site plan. (If applicable)
9. Architectural Drawings (If applicable): Elevations provided by a licensed architect demonstrating compliance with commercial or residential design standards and height regulations pursuant to Sec. 3.14.
10. Floor Plans (If applicable): Separate plan for each floor within the proposed structures including the identification of the proposed use(s) and the area of the proposed use(s). Include square footage of each typical residential unit.
11. Alternative Compliance Landscaping Plan (If Applicable): A landscaping alternative compliance plan as prepared by a licensed landscape architect.

Justification Statement (reasons to grant request)

Identify the specific section of the Land Development Regulations for which you are seeking alternative compliance within the request justification statement for the modifications to the code and the alternative provisions offered.

Include justification for each request responding to the following six questions:

- Why strict adherence to the requirement(s) is not feasible. For example, unique circumstances on the property or site constraints (wetlands, access, property lines, native vegetation, etc.).
- How the proposed alternative provides an equal or superior means of meeting the intent and purpose of the regulation.
- How the alternative plan would help carry out specific goals or objectives in the particular CRA.
- Whether the alternative compliance request, as proposed, would create an adverse effect to nearby properties or the neighborhood. If so, describe how this will be mitigated.
- Whether the request will improve or provide for better integration of the proposed development with the surrounding off-site development. For example, does the request provide consistent setback or design with the neighborhood.
- Describe any proposed mitigation efforts to offset the impacts of the request.

Staff will evaluate the alternative compliance request based on the above criteria. The Growth Management Director will consider the recommendation from staff and make the decision as to whether the request does or does not meet the requirements of the Section 12.1.13.4 LDR. If you have any questions or comments regarding this application, please contact the Growth Management Department at (772-288-5495).