



CITY OF FORT PIERCE

PLANNING DEPARTMENT

COMPREHENSIVE PLANNING ♦ DEVELOPMENT REVIEW
HISTORIC PRESERVATION ♦ URBAN DESIGN ♦ URBAN FORESTRY ♦ ZONING

Technical Review Comments – St. Andrew’s Expansion 210 / 320 South Indian River Drive

- 1) FP Planning
- 2) FP Building
- 3) FPPD
- 4) FP Engineering
- 5) FPUA
- 6) SLC Engineering
- 7) SLC Transit Services



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February 18, 2015

Dr. William Stoddard
1717 Indian River Blvd, Suite 201
Vero Beach, FL 32960

**Re: St. Andrew's Site Plan, Conditional Use & Concurrency Review
Technical Review Comments**

*Preface - Downtown
- Exemptions
- Professional Recommendations
- Minor as Conditional Use
- Traffic
- Phasing*

Dear Dr. Stoddard,

The following are advisory comments from the Planning Department's review of the applications for Site Plan, Conditional Use & Concurrency Review:

- As noted in the application documents, a split zoning of the site exists. This may remain, and reviewed accordingly.
- The calculated, total square footage, of the site including the existing upper school is calculated at 70,364 sq. ft. as presented in the Site Plan. The capacity analysis presents a figure of 62,591 sq. ft.
-Please clarify and update accordingly.
- Pursuant to City Code Section 22-61 (b)(2) Location of access points. a.Distance to intersections (corner clearance): All driveways will conform to the following minimum distance requirements by roadway class for corner clearance as follows:

Roadway Class	Minimum Corner Clearance
Arterial	230ft.
Collector	115 ft.

-The site plan presents a 45-50ft. corner clearance from the revised driveway entrance from the Citrus Avenue intersection (roundabout). An administrative variation must be considered by the City Engineer.

- Pursuant to City Code Section 22-61 (b) (3) Driveway widths. The following driveway widths will be utilized on all roadway classes:

Driveway	Minimum	Maximum
One-way	14	16

-The one-way driveway entrance on Indian River Drive is 20ft. in width. Furthermore, this entrance does not intersect the roadway at a 90 degree angle, and the review of the left turn-in entrance for south bound traffic may need to be revised.

- A stop sign and bar should be installed at the intersection of the parking area and the loading lanes.

6. Easements will be required for sidewalk and parallel parking sections adjacent to the right-of-way.
7. Pursuant to City Code Section 22-15(b)(3)(c) Design and performance standards for the Downtown Business and Entertainment District
 1. *Off-street parking.* All parcels within the district are exempt from off-street parking requirements, as referenced in section 22-60.
 2. *Landscaping.* All parcels within the district are exempt from landscaping requirements, as referenced in section 22-187.
8. The subject development is exempt from the Landscape requirements of City Code Section 22-187, however it is suggested that a minimum of a 10ft. wide landscape buffer is present between the loading zone and the southern property line.
9. Although the subject development is exempt from the Landscape requirements of City Code Section 22-187, it is requested that the dumpster enclosure is accented with landscaping, where possible.
r 12 Inside Dumpster
10. As noted, the subject site is exempt from parking requirements; however as the Site Plan presents parking calculations based upon the school use(s), and the requirements for the site are presented for review and analysis, further discussion regarding the justification for the level of parking and allocation of use is requested.
11. Pursuant to City Code Section 22-62 (b) & (d) the proposed sidewalk connections presented in the site plan should be completed as part of Phase 1.
12. Please update the Site Plan notes to accurately reflect the parking stall dimensions presented in the site plan (19' x 9.5').
13. Pursuant to City Code Section 22-15 (b)(3)(c)1. the site is exempt from providing short-term bicycle parking, however staff encourages the placement of a bicycle rack(s) with the capacity for at least 8 bicycles, based upon the equivalent vehicular parking requirement.
14. Pursuant to City Code Section 22-58 (d)(4)i. please provide the location and size of all signs upon the site plan.

The Traffic Study and transportation concurrency of the site are an integral portion of the review of the proposed plans. The following comments are specific to the study, minor errors noted, and the City Code requirements for transportation concurrency review. It is the general recommendation of staff that a meeting is established with your design team, Fort Pierce Planning Staff, and the St. Lucie County TPO regarding the proposed study and development plan.

The Traffic Study completed presented an expected completion date of 2017 for the project, however the Site Plan documents suggest a broader phasing plan. Pursuant to City Code Section 22-217(f) (2)b. 8. Trip generation calculations and driveway assignments (inbound and outbound traffic) should be presented for each phase of development.

Furthermore, pursuant to City Code Section 22-217(f) (2)b. 3. The minimum horizon for forecasting traffic shall be five (5) years from the project's opening date. However, if the project is built in phases, the horizon will project traffic to build out of the last phase or five (5) years from the time of opening, whichever is more restrictive. Additionally, traffic growth rates shall be approved by the city's director of planning and will be consistent for all traffic studies.

15. The review of existing lane Geometrics suggests that Orange Avenue, west of US 1, is a one-way facility. This may be referencing Citrus Avenue, or Avenue A.
16. Pursuant to City Code Section 22-217(f) (2)b. 2. The presented project is classified as a Large Scale Impact for Concurrency Review, based upon the generation of over 1000 trips, therefore the traffic analysis should review roadway network within a 5 mile radius.
17. Please provide levels of services for studied intersections.
18. Pursuant to City Code Section 22-217(f) (2)b. 5. All count data collected by the applicant must be collected between September 1 and May 31 (no summer out of school weeks) and seasonally adjusted to reflect average peak season conditions (100th highest hour) in accordance with most current FDOT planning factors and procedures.
 - The report indicates a calculation study date of August 2014. Acceptance of the reported data, and season adjustment is deferred to the Director of Planning or revised accordingly.**
19. Pursuant to City Code Section 22-217(f) (2)16. In cases where driveways abut a county or state road, or a city road classified as an arterial or main collector, the director of planning may require deceleration and storage lanes for vehicles turning to and from the proposed development served by the access driveway.
 - The Director of Planning may review and respond accordingly once any adjustments are completed.
20. Pursuant to City Code Section 22-218 (b)(2) De minimis impacts. A development which meets the following *de minimis* impact thresholds is also exempt from the requirements of this article, but only to the extent stated in an applicable certification of exemption:
 - a) An impact that would not affect more than one per cent of the maximum volume at the adopted level of service of the affected transportation facility as determined by the director of planning.
 - b) An impact for which the sum of existing roadway volumes and the projected volumes from approved projects on a transportation facility does not exceed one hundred ten (110) per cent of the maximum volume at the adopted level of service of the affected transportation facility.
 - c) An impact that would not exceed the adopted level of service standard of any affected designated hurricane evaluation routes.

-The requested data and updates noted above will facilitate further review of such a request, or review and conclusion of any mitigation, offsets, or proportionate fair-share necessities.

- 21. Pursuant to City Code section 22-32, (a)Purpose., the C-4, Central Commercial district is not suitable for low intensity uses requiring a large tract of land. Please provide further detail regarding the complete (daily, night, and weekend) function and use of the presented recreational field to address this guidance.
- 22. The proposed offsite improvements and reconfiguration of the City/County owned roadway and parking area to the north are important to the improvement of traffic flow and assimilation of the project. We look forward to coordinating further with your team, and St. Lucie County to address parking quantity, traffic function, and accent landscaping.
- 23. Please advise as to the inclusion of 317 S. 2nd Street in the application packet, as no specific redevelopment or reuse plan is presented.

Architecture and Design

It is noted that the presented design scheme and architectural style embody and embrace many of the existing, specifically newer, structures and developments in our Downtown Historic District. The proposal as a whole is quite impressive, and should assimilate with a few minor advisory notes at this time:

- Please provide greater detail of the proposed construction/exterior materials.
- Although the downtown is exempt from clear vision areas, the gymnasium is located quite close to the parking lot/roadway intersection to the north.
- Limited access ways to the Gymnasium are oriented towards the right-of-way, specifically S. Indian River Drive. Based upon the floor plan presented, it is quite difficult to add doorways and fenestration, however it is encouraged.

If deemed necessary, please provide a written response to each comment in order to expedite the review of any subsequent submittals. Please contact me should you have any questions regarding the project at (772) 467-3739 or by e-mail: kbenton@city-ftpierce.com.

Sincerely,

Kori Benton
Historic Preservation Officer

Stop Bar / striping



CITY OF FORT PIERCE

PLANNING DEPARTMENT

COMPREHENSIVE PLANNING ♦ DEVELOPMENT REVIEW
HISTORIC PRESERVATION ♦ URBAN DESIGN ♦ URBAN FORESTRY ♦ ZONING

June 17, 2015

Dr. William Stoddard
1717 Indian River Blvd, Suite 2 01
Vera Beach, FL 32960

**Re: *Technical Review – St Andrews Site Plan, Conditional Use & Concurrency Review ~
210 S Indian River Drive***

Dear, Dr. Stoddard,

The following are advisory comments from the Planning Department's review of the re-submitted applications for Site Plan, Conditional Use & Concurrency Review:

1. The retention of the south east parking lot, containing six parking spaces for visitors, is recommended to feature a right turn only sign, for exiting vehicles, based upon the existing median configuration and lines of sight.
2. The dumpster enclosure should feature a minimum interior diameter of 12 ft., based upon the requirements of the Solid Waste division.
3. Please advise as to the method of accepting food or supply deliveries at the site, in the absence of an off-street loading space.
4. Please add the existing light poles along Indian River Drive to the plans, or advise further on their amendment. If fixtures are to be relocated, please coordinate a plan with our Public Works team.
5. Please advise as to whether landscaping is proposed along the western façade of the Gymnasium. The amendments to the elevation suggest the addition is being made, however the landscape plan does not reflect this configuration.
6. A parking plan, indicated the intended parking areas for faculty, staff, and driving students is requested to be integrated into the parking plan/study, similar to the exhibit previously provided with the Conditional Use application for 320 S Indian River Drive.
7. It is noted that the City of Fort Pierce is commissioning a private review of the submitted traffic study, and will provide the review response(s) as soon as possible.

8. The Planning Department is pursuing a joint meeting with St. Lucie County Engineering, the Clerk of Courts, Fort Pierce Engineering, and St. Andrew's to discuss the prospective use, upgrades, and possible reconfiguration of the adjacent SLC owned parking lot and Melody Lane right-of-way.

If deemed necessary, please provide a written response to each comment in order to expedite the review of any subsequent submittals. Please contact me should you have any questions regarding the project at (772) 467-3739 or by e-mail: kbenton@city-ftpierce.com.

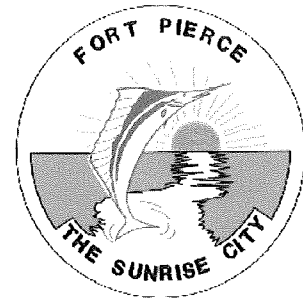
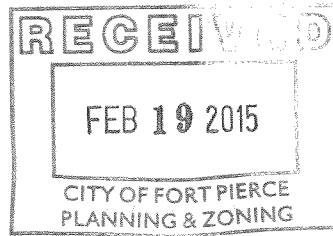
Sincerely,



Kori Benton
Historic Preservation Officer

From the Desk of

Marc Meyers, C.B.O.
Building Official
City of Fort Pierce
100 North U.S. 1
Post Office Box 1480
Fort Pierce, Florida 34954
T: 772-467-3000
F: 772-467-9836
MarcMeyers@city-ftpiece.com



TO: Kori Benton, Historic Preservation Officer


DATE: February 19, 2015

RE: Technical Review Project # 15-07000001
St. Andrew's Episcopal Academy – Site Plan & Conditional Use

My comments as a result of today's Technical Review Committee meeting are:

1. Pedestrian access at dumpster
2. No dumpsters for gym?
3. Existing wood walkway?
4. Phase 3 dock? Requires DEP permit
5. Remember SFHA, especially V zones/piles in V zone
6. Accessible parking in existing lot?
7. Fire sprinklers required
8. Accessible seating at bleachers, etc.
9. Tiki huts? Permits required? Flame treated materials

Memo

To: Sgt.Schramm
From: Officer Cheryl Glenn-Reed 
Date: 2/18/2015
Re: Site Plan & Conditional Use- St. Andrew's Academy (210 S.Indian River Drive)

Approved

I see no security or safety concerns with the Site Plan & Conditional Use. I approve the project.



CITY OF FORT PIERCE DEPARTMENT OF ENGINEERING

Roadway Design, Engineering Reviews, Stormwater Utility Management,
Project Management, Traffic Control and Maintenance

INTEROFFICE MEMORANDUM

TO: Kori Benton, Historic Preservation Officer
FROM: *John R. Andrews* John R. Andrews, P.E., City Engineer *JA*
DATE: February 17, 2015
PROJECT: **St. Andrew's Episcopal Academy Site Plan / Conditional Use
210 South Indian River Drive
TRC Project No. 15-07000001**

CC:

Attachment(s): None

This is to advise you that we have completed the review of the following documents:

- Site Plan Application
- Test Reports & Related Documents
- Record Drawings
- Clearances from all applicable Local, State and Federal Agencies
- P/D Drawings & Approved Site Plan
- Certificate of Completion
- Permits from applicable Local, State & Federal Agencies

Based on our reviews and appropriate site final inspection, we Recommend; Do Not Recommend

- Conditional Approval
- Building Permit
- C/O

Developer, Owner, Engineer, Contractor and other members of the Development Team must be aware, the above recommendation is based only on the construction requirements of the engineering plans and other engineering documentation approved by this department. The Development Team shall be responsible for the compliance with other City department requirements and all approved documents, as well as Local, State and Federal regulations. The development requirements for this project may necessitate additional construction requirements that are not subject to this department's review for approval.

- See attached conditions of approval

The following comments shall be addressed prior to going before the City Commission for final approval:

1. The submitted Traffic Study was not signed and sealed. The applicant shall provide a certified copy prior to the application begin brought before the City Commission for approval.
2. The lighting plans did not indicate any lighting for the pedestrian plaza. Please identify the location of all proposed lighting.
3. The Site Plan shall identify the sidewalk easement adjacent to Indian River Drive.
4. Eliminate the southwestern most parking stall located in the county/city parking lot. Vehicles exiting this parking space may cause a hazard to pedestrians utilizing the Indian River Drive sidewalk
5. Please provide a copy of the sketch and description for the required sidewalk easement along with a copy of a recent Owners and Encumbrances Search.
6. The Site Plan shall identify the type of material utilized for the Indian River Drive sidewalk. This material shall match the existing Indian River Drive sidewalk.
7. The Site Plan indicates a 5' wide sidewalk along Indian River Drive, yet the cross section identifies this sidewalk as 6' wide. The sidewalk width shall match the existing width of the Indian River Drive sidewalk.
8. The engineering plans are considered conceptual at this time and an in-depth review will be conducted at the time of the Site Work Permit Application. One thing noticed was the proposed use of ADS drainage pipe which is not allowed per Section 17-28 of the City of Fort Pierce Code of Ordinances.
9. Add a legend to the Site Plan which will identify the various shadings noted on the plan and other pertinent information such as existing and proposed elevations, abbreviations, etc.
10. The Site Plan shall identify the dimensions and bearings of the public land donation boundaries.
11. The Site Plan and the Paving, Grading & Utilities Plan shall identify the location of the benchmark along with the appropriate elevation and datum.

JRA/tst



Saint Andrew's site plan and conditional use <Watchdog: Virus checked>

Martha Kerr to: 'Kori Benton'

02/27/2015 09:47 AM

Cc: Valerie Schulte, Paul Laguerre

History: This message has been replied to and forwarded.

Kori,

Please see attached and below FPUA comments regarding Saint Andrew's site plan and conditional use.

Water & Wastewater Engineering Approves the site plan with these comments:

- The cafeteria kitchen will require a grease interceptor per FPUA Standard Detail S-14. This needs to be located on the site plan.
- At each sewer lateral connection a transition manhole is required just behind the property line between the private lateral and FPUA maintained lateral.
- If you are not using an irrigation well, consider a separate irrigation meter to avoid paying wastewater charges.
- The meter assemblies need a 3 foot clear distance from any obstruction (tree or planting).
- Please submit 2 sets of utility plans with a plan review & commercial service application to FPUA for a more detailed utility review.

Gas and Electric Engineering: Phase 2 & 4 (320 S. Indian River Drive)

- There is an existing 225KVA (208/120V) pad mounted transformer that is currently feeding the recently renovated building at 320 S. Indian River Drive. Please provide electrical plans for further review.

Phase 3 (210 S. Indian River Drive - Gymnasium)

- Please provide electrical plans for further review.
- Service to be fed from city alley way

Parking Lot Improvement

- The parking lot improvements within the city alley way, does not appear to have any impact on the FPUA existing underground electric facilities. Base on the propose parking lot layout. However, it does appear the existing poles and street lights within the alley way will need to be removed, per propose parking lot lighting plan. For FPUA to remove the existing street light, we will need writing correspondence from the City of Fort Pierce (Public Works Department). Contractor will need to coordinate with FPUA.

Gas Service

- Gas service is available along the east side of S. Indian River Drive

2/27/15 - Responses sent to Kori Benton

St. Andrews Episcopal Academy
Site Plan/Conditional Use
February 10, 2015

St. Lucie County Public Works/Engineering Comments

1. No objections to the proposed conditional use.
2. Road right of ways abutting the subject parcel are under the jurisdiction of the City of Ft. Pierce.
3. Site Plan; Upper school expansion; It is noted that there is a spelling error describing the number of floors “forth” should be fourth.
4. Paving, grading and utilities plan; It is noted that Ft. Pierce Engineering may require RCP beneath all vehicular use areas.
5. Paving, grading and utilities plan; It is noted that a portion of the existing concrete bulkhead (east-west) has not been indicated for removal.
6. Site Plan; It is noted that Ft. Pierce Engineering may require a pedestrian easement for that portion of the proposed sidewalk located on private property.
7. Site Plan; It is noted that we were unable to locate a detail for the proposed concrete bulkhead.
8. Cross sections; It is noted that sections F and G indicate the East property line. This should be revised to indicate the South property line.

Ron Harris
County Surveyor
772 462-1721



RE: St. Andrew's Site Plan - Downtown Fort Pierce - TECHNICAL REVIEW PROJECT: # 15-07000001 <Watchdog: Virus checked>

Murriah Dekle

to:

Kori Benton

06/22/2015 01:32 PM

Hide Details

From: Murriah Dekle <DekleM@stlucieco.org>

To: Kori Benton <KBenton@City-FtPierce.Com>,

History: This message has been replied to.

Thank you, Kori. I've added a standing place marker to my calendar, and when applicable, I will attend the TRC meetings (last week I had a scheduling conflict). I'm still becoming acclimated with everything over here, so please call me anytime if you foresee transportation related issues.

I've reviewed the above referenced planning documents and have concerns regarding vehicular stacking along Indian River Drive. Does the City have an electronic review process? Or, a template for reviewers to provide comments?

Thank you,

Murriah Dekle, MPA



Transportation Planner

Community Services Department

437 N. 7th Street

Fort Pierce, FL 34950

Direct: (772) 462-3065 Cell: (772) 812-7899 Fax: (772) 462-2094

Email: deklem@stlucieco.org Website: www.stlucieco.org

From: Kori Benton [<mailto:KBenton@City-FtPierce.Com>]

Sent: Monday, June 22, 2015 8:38 AM

To: Murriah Dekle

Subject: St. Andrew's Site Plan - Downtown Fort Pierce - TECHNICAL REVIEW PROJECT: # 15-07000001 <Watchdog: Virus checked>

Good morning,

Thank you for your coordination with our team to become the designated representative from St. Lucie County Transit for consideration of Technical Review Projects in the City.

I have attached the distribution memo for the subject project, and a project documents to provide insight into the proposed expansion of St. Andrew's Academy Downtown. If you have any inquiries, or concerns, please let me know.

Warm Regards,