



**TO:** Members of the City of Fort Pierce Planning Board

**FROM:** Jennifer Hofmeister-Drew, AICP, LCAM, Planning Director

**RE:** **Revised Site Plan (Development & Design Review) Approval**

**BOARD DATE:** December 13, 2021

**STAFF REPORT**

**Owner:** Alva Stone Group LLC

**Representatives:** Diego Quijada, Alva Stone Group LLC  
 Blaine Bergstresser, P.E., Kimley-Horn

**Applicant's Request:** Approval of an Application for Site Plan (Development and Design Review) for a 12.92 parcel of land located along Oleander Avenue north of Tumblin Kling Road

**Location(s):** West side of Oleander Road, approximately 664 feet north of Tumblin Kling Road

**Parcel ID:** 2433-144-0002-000-3

**Future Land Use:** Medium Density Residential (RM) - 6.5 to 12 dwelling units per acre

**Current Zoning:** Medium Density Residential Zone (R-4) not to exceed 10 units to the acre for conventional developments and 12 units per acre for Innovative Residential Developments. Application for a Zoning Map amendment to Planned Development (PD) with an underlying zoning of R-4 is in process

**Surrounding FLU:**

North	East	South	West
GC	I	RM	RU (SLC)

**Surrounding Zoning:**

North	East	South	West
C-3	I-1	R-4	RS-3 (SLC)

**Utilities:** FPUA

## **Staff Analysis:**

### ***Request***

In accordance with 125-313 and 125-314 of the City Code, the subject application is a request for Site Plan (Development and Design Review) approval to develop a 50-unit single family home development on approximately 12.92 acres of land along Oleander Avenue north of Tumblin Kling Road. Currently, the site is a vacant wooded lot that City Code allows for single family as well as a variety of housing types. Surrounding the subject property is land zoned St. Lucie County Residential, Single-Family-3 (RS-3), and City of Fort Pierce Medium Density Residential Zone (R-4) to the west and south, respectively, with City of Fort Pierce General Commercial Zone (C-3) to the north.

The proposed layout of the site will consist of an entrance from Oleander Avenue with a looped road traversing the development. A proposed wet retention pond has been designed in the center of the development that will function as a stormwater retention area, in addition to serving as an amenity for the neighborhood. An additional feature parcel is also proposed north of the wet pond that will provide the future residents an open space area with views of the wet pond, a pool, outdoor gym, tot lot and grilling station.

### ***Future Land Use and Zoning***

The subject property has a Medium Density Residential (RM) Future Land Use designation, which is intended for parcels that are best suited for multifamily residential uses ranging in density from six (6) and one-half to 12 dwelling units per acre. This category allows small-lot single family units and multifamily dwellings including duplexes, condominiums, and townhomes. Limited commercial uses intended to serve the residential uses shall be allowed. Compatible public, quasi-public, and special uses including parks, churches, non-profit clubs, schools, and daycare facilities shall also be allowed.

Currently, the site has a compatible zoning district classification of Medium Density Residential District (R-4), which is designed to accommodate a variety of housing types, including conventional single-family dwellings, duplexes and, where desirable, townhome dwellings, mobile homes, or multifamily housing with three (3) or more dwelling units. Maximum gross densities should generally not exceed 10 units per acre for conventional developments and 12 units per acre for innovative residential developments. This intensity of residential use is envisioned for locations which have public water and sewer service, and which have adequate access to arterial or collector streets. Certain nonresidential uses are permitted under the parameters and safeguards set forth in this section.

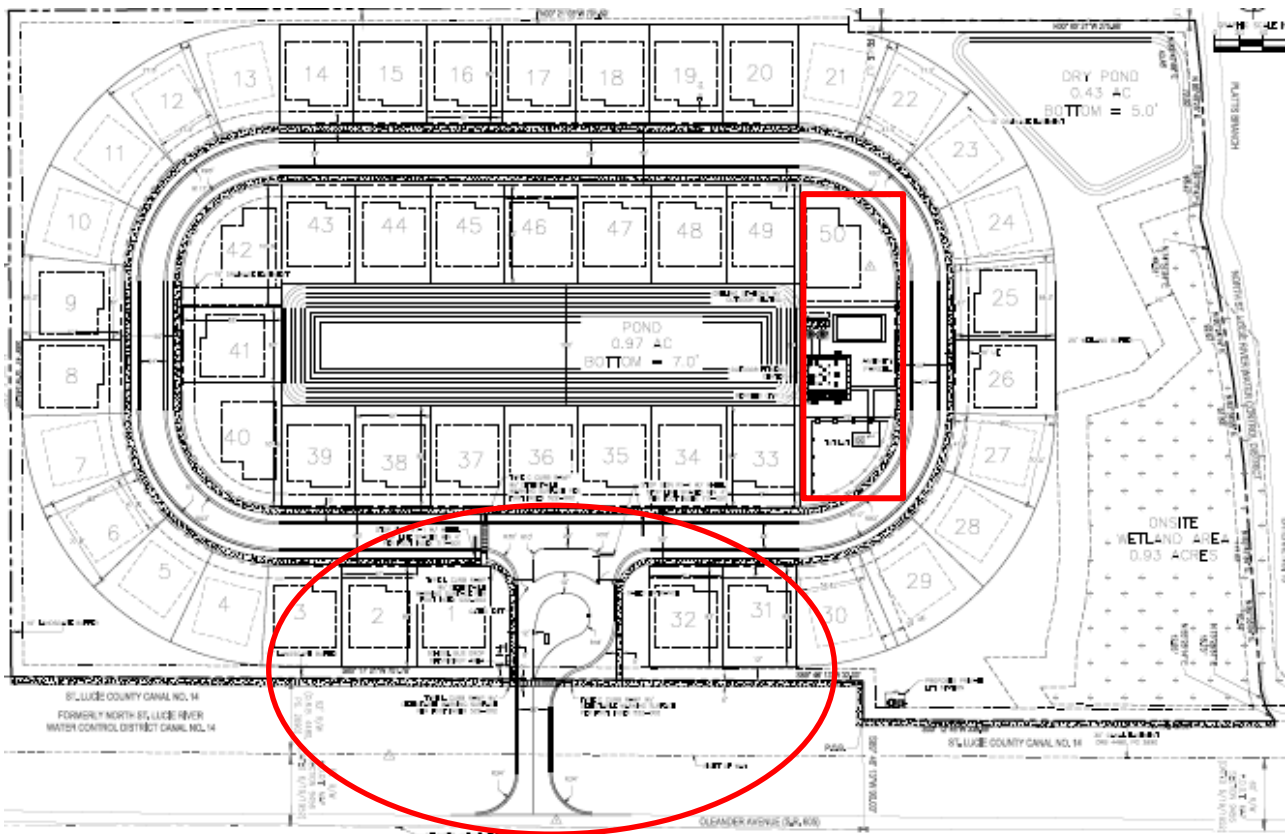
An application for a Zoning Atlas Map Amendment to Planned Development District (PD) is in process and was reviewed and recommended for approval at the Planned Board meeting of October 11, 2021. The PD District is intended to provide a process for the evaluation of individually planned developments which are not otherwise permitted in the established zoning districts. The standards and procedures of this district are intended to promote flexibility of design and permit planned diversification and integration of uses and structures, while at the same time granting the City

Commission the absolute authority to establish such limitations and regulations as it deems necessary to protect the public health, safety, and general welfare.

### Site Plan

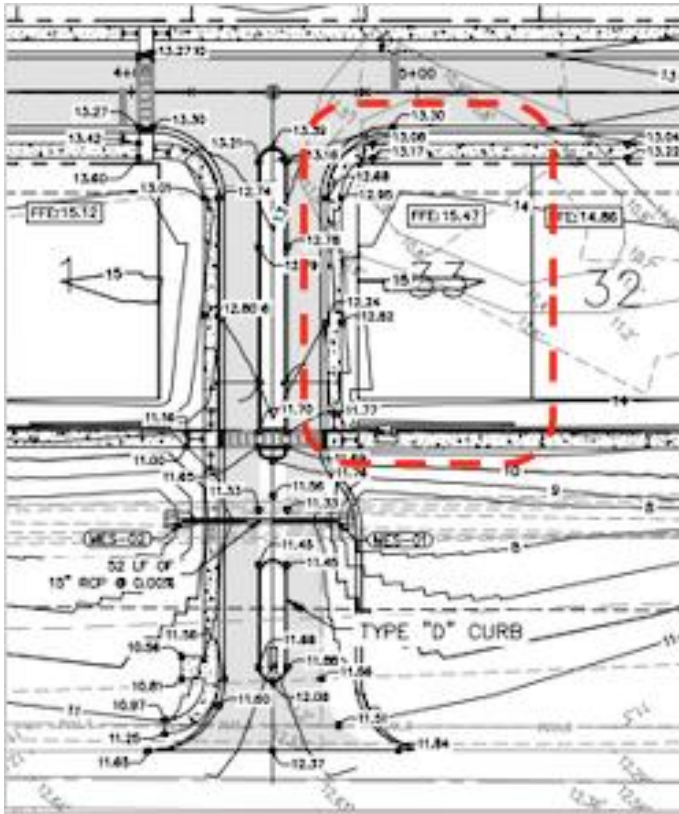
As stated, the applicant is proposing to develop the subject vacant wooded parcel into a 50-unit single family development. The proposed development will maintain approximately one (1) acre of the property as a wetland, and provide recreation for the community, including community grilling stations, a pool, outdoor gym, tot lot, and outdoor seating alongside the interior pond. Sidewalks will be provided both internally and a bus stop for school age student pickup.

At the October 11, 2021, Planning Board meeting, the Planning Board recommended approval of the associated PD application and preliminary plat. However, the Planning Board had concerns over the location of the school bus stop and requested that the applicant, and School District and Planning staff work together to develop an alternative to address the safety concerns. Following the Planning Board meeting, subsequent meetings were held with City Planning, County Engineering, the School Board staff and the applicant. After reviewing the potential safety concerns with the current location of the bus stop, a new entrance was designed that now allows for a full bus turn behind the private gate, without interfering with the right-of-way. Additionally, the site was adjusted to provide additional recreational amenities which resulted in relocating one of the proposed units. Both the site plan as well as the preliminary plat have been revised. Therefore, a revised preliminary plat has also been submitted for review by the Planning Board. The three (3) modifications are described on the following pages.

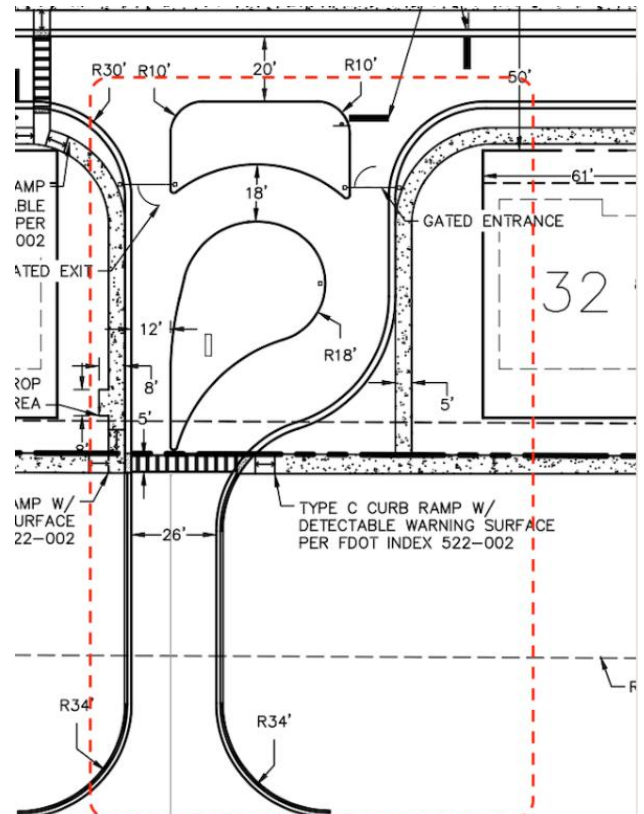


- 1) Lot #33 from previous site plan was removed to accommodate new entrance per comments from St. Lucie County Schools and Public Works. The new entrance now allows for a full bus turn before private gate, without interfering with the right-of-way.

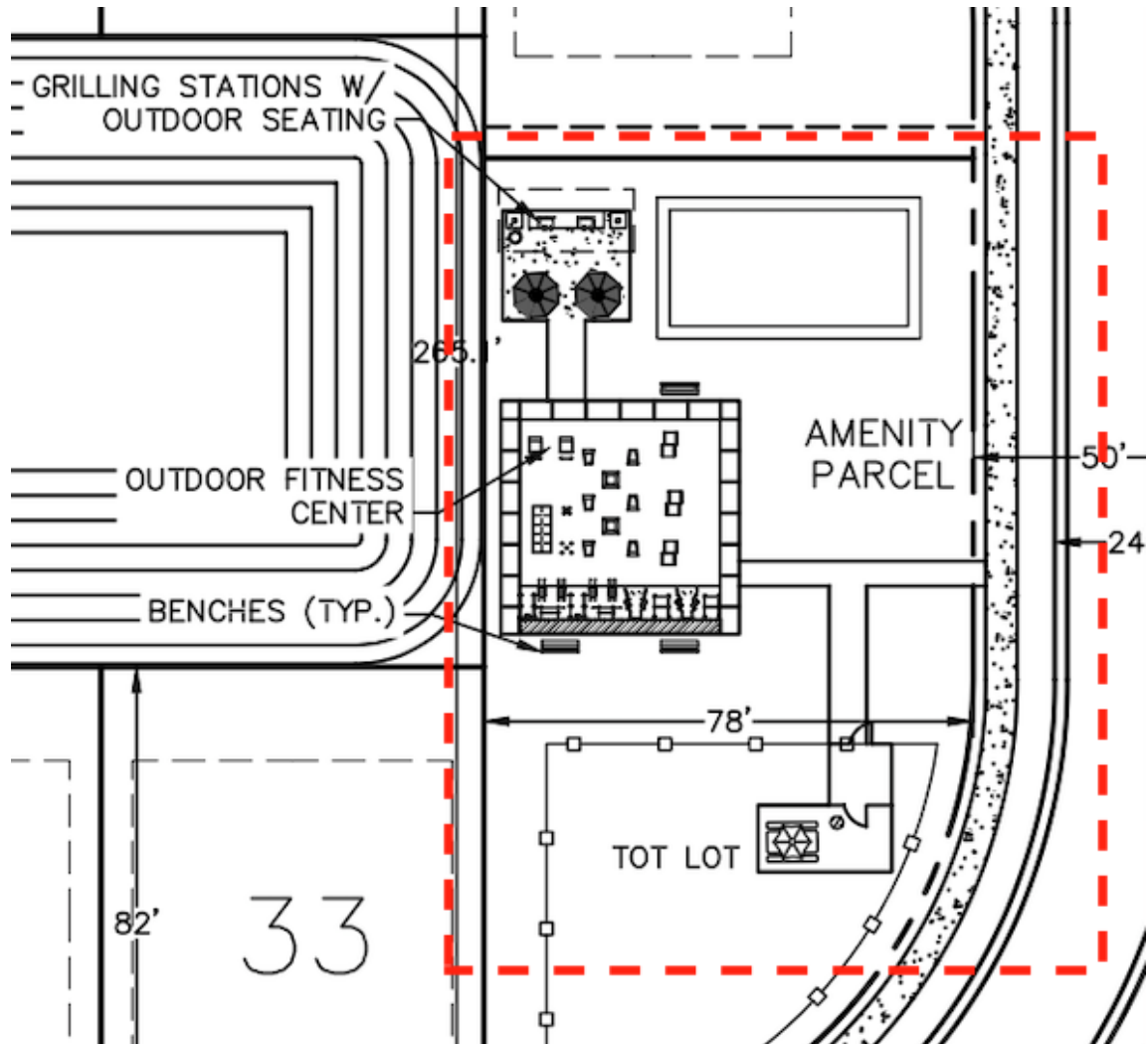
**PREVIOUS**



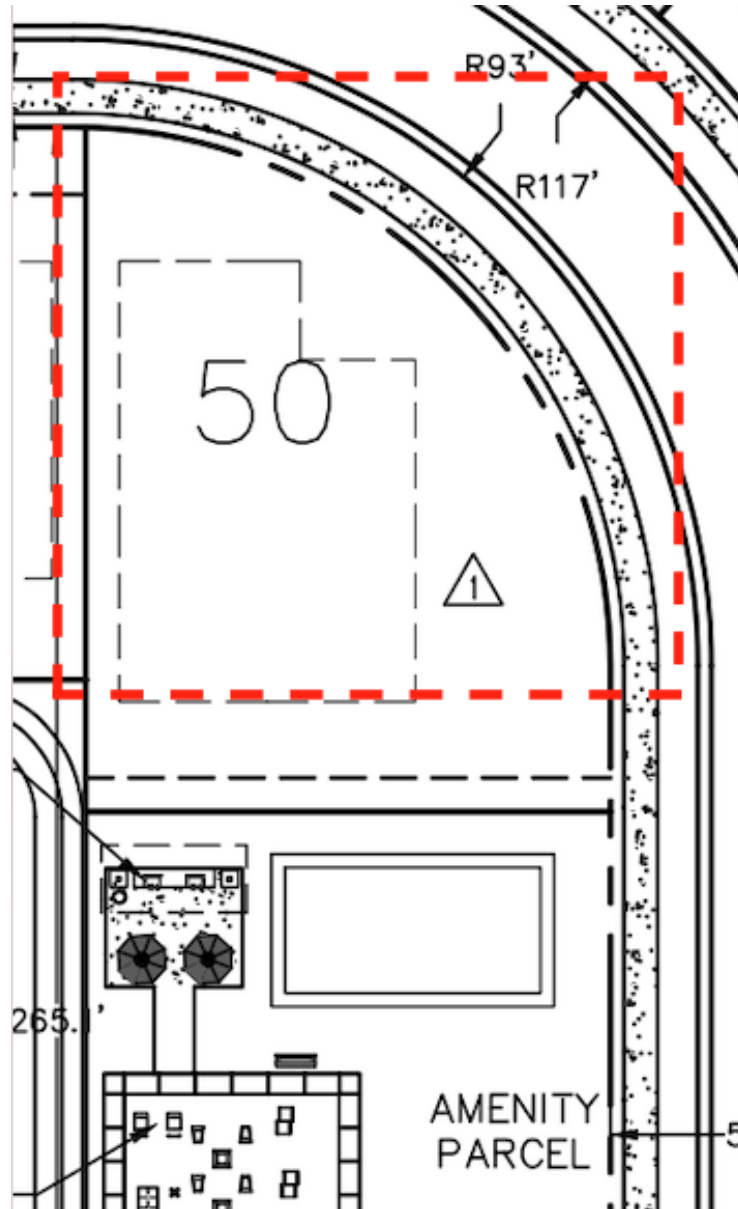
**NEW**



2) Amenities were improved and include a Pool, Outdoor Gym, Tot Lot, and Grilling Station.



3) LOT #50 was accommodated next to the Amenity Parcel.



### **Design Review**

The proposed elevations for the single-family homes will provide for a variety of housing designs as illustrated below.



The building elevations proposed are contemporary in style with a coastal theme that incorporates decorative siding and louvers, colored metal roofs, stucco score lines, wooden brackets, and garage access from the front. Each of the units have been designed as three (3) bedroom/two (2) bath dwelling units with ample space for private enjoyment.

### **Landscaping**

The plant schedule requested consists of a total of 489 new tree specimens. The applicant is proposing to remove, replace, and mitigate trees, plant shrubs, and install irrigation. The plans will involve the following, (please note that DBH stands for the Diameter breast height, which means the diameter of a single stemmed tree measured at 4½ feet above grade.

---

Diameter breast height shall be equal to the sum or aggregate of the individual stems' diameters measured at 4½ feet above grade.

- Trees to be relocated are: 107 Palms saved and 1,154 DBH hardwoods saved
- Trees to be mitigated: 203 Palms removed and 4,865 DBH hardwoods removed
- Trees to be planted include: 62 Palms 550 DBH hardwoods along common area.  
347.5 DBH hardwoods planted on lots (200 trees)
- Shrubs proposed include: 1,722 shrubs planted.  
The applicant will be planting the dry pond instead of having sod that will include 7,021 grass plantings)
- New Irrigation will be installed.

**Technical Review Committee**

All affected departments have reviewed the proposed application with regards to the requirements of the City Code. Findings from the review by corresponding departments and the associated responses by the applicant are provided.

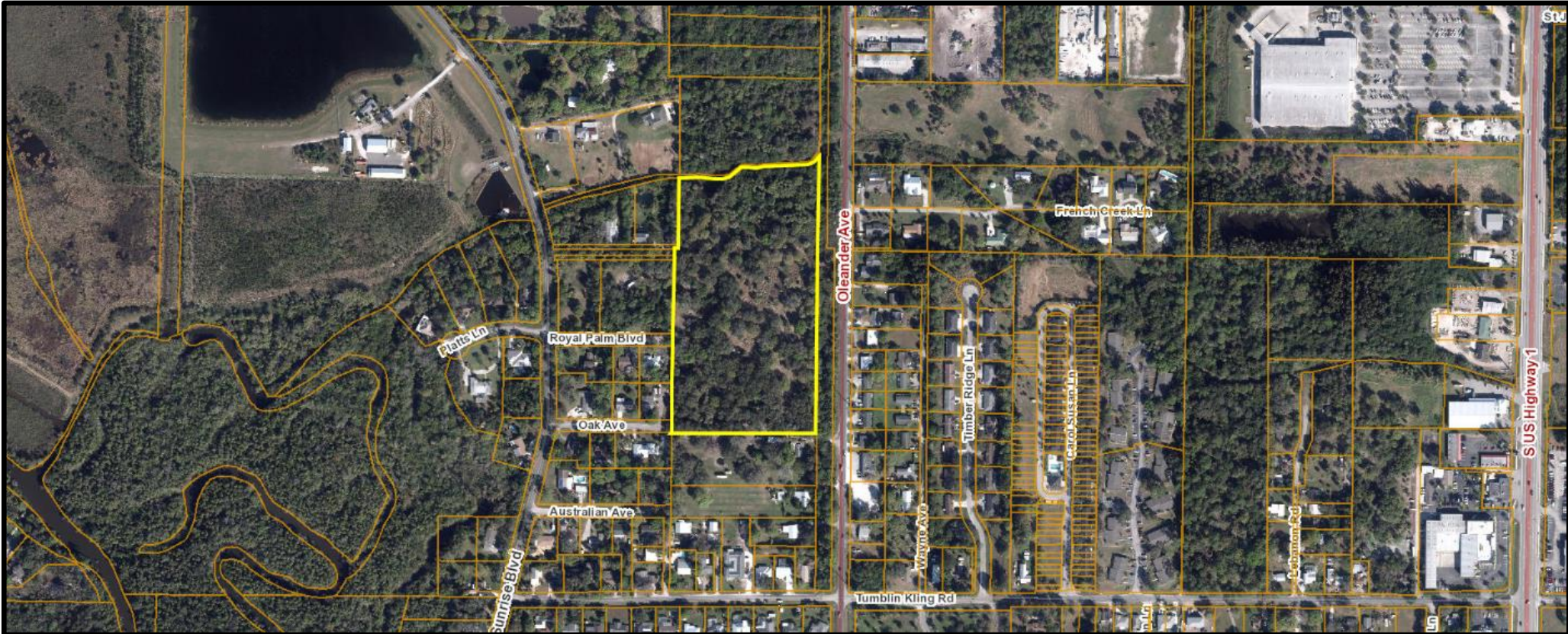
**Staff Recommendation:**

The requested Site Plan (Development and Design Review) application is consistent with City Code, and the Comprehensive Plan, and does not adversely affect the public health, safety, convenience, and general welfare of the City of Fort Pierce.

Staff recommends that the Planning Board recommend **APPROVAL** of the requested application with the following conditions:

1. Pursuant to City Code Section 123-66.(d) -Tree protection and mitigation, a final Tree Mitigation Plan shall be approved by staff prior to the issuance of a Building Permit.
2. A Landscape Bond for all site landscaping shall be provided pursuant to City Code 123-6 prior the issuance of the Final Certificate of Occupancy for the site.
3. At the time of Building Permit review, littoral plantings shall be provided on the Landscape Plan surrounding the lake area.
4. Should the subject PD not be issued a building permit within two (2) years from the date of PD approval, the zoning designation shall revert to the R-4 zoning district zone.

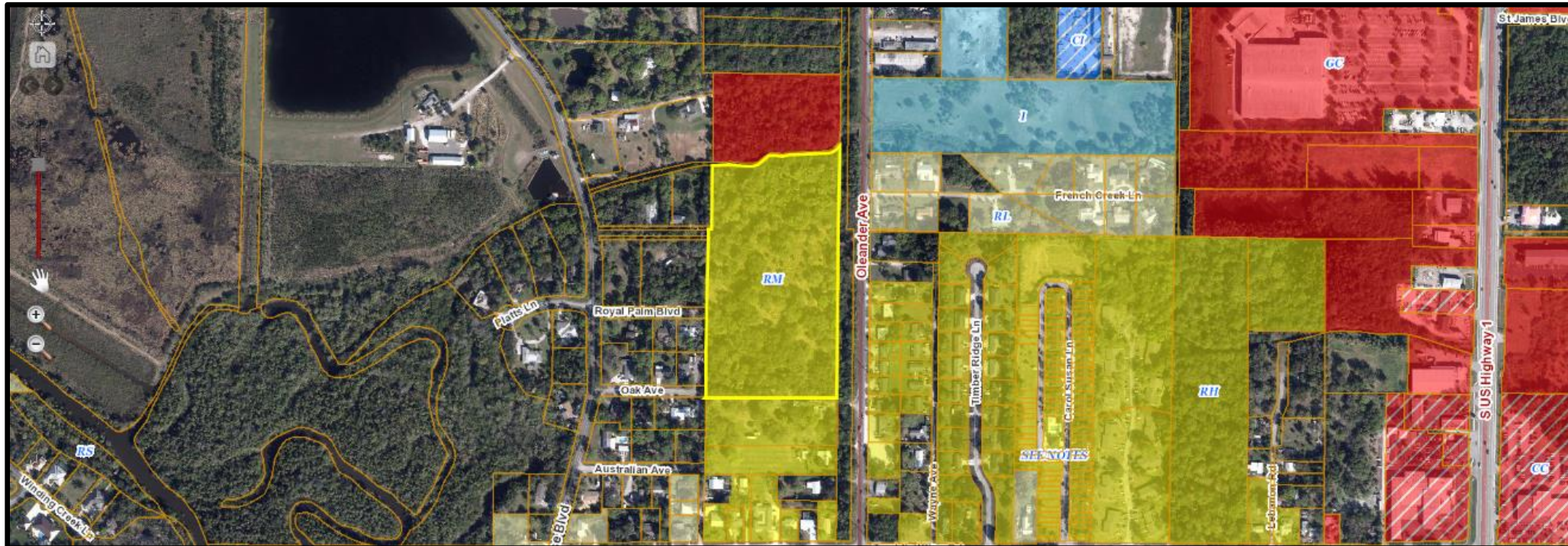
# AERIAL MAP



## Rezoning, Site Plan (Development & Design Review) Oleander Oaks



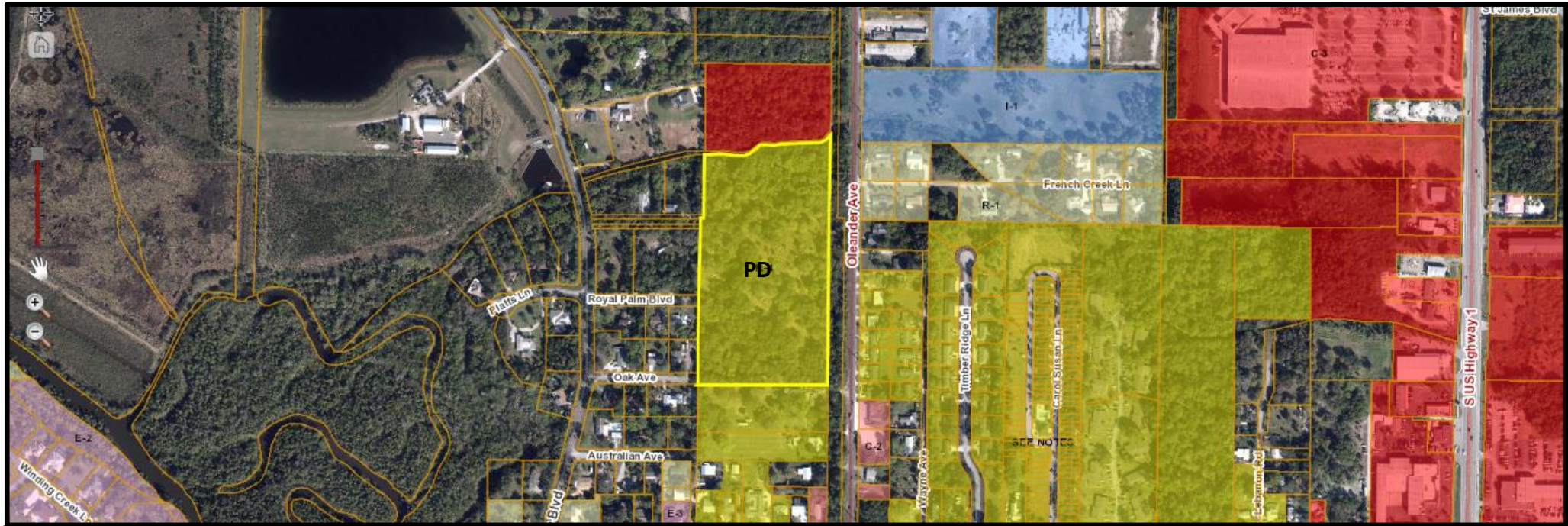
# FUTURE LAND USE MAP



**Rezoning, Site Plan (Development & Design Review)  
Oleander Oaks**



# ZONING MAP



**Rezoning, Site Plan (Development & Design Review)  
Oleander Oaks**





May 20, 2021

Blaine Bergstresser  
445 24<sup>th</sup> Street, Suite 200  
Vero Beach, FL 32960

**Subject: Rezoning, Site Plan, and Subdivision – Oleander Oaks  
Technical Review Project # 21-43900001 & 21-09000001**

**Fort Pierce Planning:**

1. Provide a notarized authorization form allowing Kimley-Horn to act as a representative for the Alva Stone Group. Upon further inspection of the applications Alva Stone Group appears on all the applications, but Kimley Horn is only present on the Rezoning application. You also have the option of updating the Design Review, Development Review, and Subdivision applications to reflect Kimley-Horn as the Applicant/Representative since Alva Stone Group is already present on all applications as the Property Owner.
2. For clarification, the SLC Property Record card indicates that Oleander Oaks LLC is the property owner of the parcel, however the Warranty Deed provided shows that Oleander Oaks LLC sold the property to the Alva Stone Group. Is this correct that the Alva Stone Group is now the property owner of the parcel?
3. On the plat consider dedicating the 1.42 acre wetland area as a conservation easement.
4. Provide sidewalks on both sides of the road in the development as well as on both entrances. Crosswalks in appropriate locations shall also be designated. Coordination will be needed with St. Lucie County to determine if sidewalks will be able to be constructed along their right-of-way outside of the development. New developments are required to construct sidewalks on all rights-of-way.
5. Will this be a gated community?
6. Provide an explanation on what is planned to occupy the amenity area. Staff would suggest a tot lot/active play area, dog park, or central community space with a gazebo, fountain, benches, trees, etc. If the central community space is chosen, consider adding a small walkout platform onto the pond.
7. Add a water feature to the pond along with littoral plantings. The littoral plantings can be depicted on the Landscape Plan.
8. For the dry pond consider providing some zero scaping elements, bioswale elements, or landscape design elements to complement the adjacent wetland area.

9. There is an R-4 Zoning Requirement table that has been provided on the Site Plan, is this intended to act as the requirements for the PD for the following: min lot area, min lot width, min lot depth, max lot coverage, min street frontage? If this is the case, the R-4 Zoning Requirements can just be changed to PD Requirements.
10. What is the maximum allowed height in the development? Will there be a separate rear setback for accessory structures? Will pools, sheds, or screened enclosures be permitted in the development. Include a note on the site plan addressing this if allowed.
11. Will items like power generators and air conditioning units be allowed within the side setback. If so, what would be the minimum side setback for these items. Include a note on the site plan addressing this if allowed.
12. Provide a calculation summary on the lighting plan that provides the Average, Maximum, Minimum, Average/Minimum, and Maximum/Minimum calculations for the provided lighting.
13. Are mailboxes being proposed for each residence?
14. Start to configure the desired addresses for each residence as this will need to be provided to the Planning Department prior to Building Permit submittal with the Planning Departments Address Request form. There is a \$25 fee per residential address.
15. Will there be a Homeowners Association to take care of community space maintenance within the development like the roads or the amenity area?
16. Provide a colored site plan (aerial overview) that also includes the landscaping.
17. Provide a typical lot landscape plan for each lot type on the overall Landscape Plan.
18. Provide the monument sign detail, size, and height as this must be approved with the Planned Development approval.
19. Has a wall been considered to buffer this development from the single-family homes to the west? This can also help to secure the property especially for the homes that are on the perimeter of the development. This can help with noise reduction.
20. If not already done so, consider having a community meeting with the nearby residents to notify them of the proposed single-family development.
21. An area or shelter for school age children shall be provided with coordination with Marty Sanders of the St. Lucie County School District (See SLC School District Comments on page 18 of this document)
22. The Traffic Study shall be approved and satisfied by St. Lucie County and their reviewer before the item is forwarded to the Planning Board for review.

23. Update the School zones in the Capacity Analysis as this project is within Fort Pierce and the two school noted are in Port St. Lucie. Weatherbee Elementary School, Forest Grove Middle School and Fort Pierce Central High School appear to be closer to this site.
24. Are there any additional elevations to be provided besides the one that has already been provided or are additional model styles still being considered for this development?
25. Please note that Impact Fees will be collected from both the City of Fort Pierce and St. Lucie County upon construction of each single family home.
26. Provide your Planned Development Guidelines. An example of what needs to be provided can be found within the provide link below. The guidelines in the provided link start on page 60.  
[https://destinyhosted.com/fortpdocs/2020/CCREG/20200921\\_1434/11996\\_Application\\_and\\_Supporting\\_Documents.pdf](https://destinyhosted.com/fortpdocs/2020/CCREG/20200921_1434/11996_Application_and_Supporting_Documents.pdf)
27. Within the Planned Development Guidelines provide your permitted uses. For example, a detached single family home will be a permitted use in this development. Will this development allow for vacation rentals as a permitted use?

Please provide a written response to all TRC comments and provide an electronic submittal of materials (complete submittal packet). All comments must be satisfied and addressed to move onto the Planning Board review stage. The presented review is specific to the proposed facility. Please contact me should you have any questions regarding the project at (772) 467-3742 or by e-mail: [bcreagan@cityoffortpierce.com](mailto:bcreagan@cityoffortpierce.com).

Sincerely,



Brandon Creagan, MCRP, LEED Green Associate  
Planner



THE SUNRISE CITY  
**FORT PIERCE**  
ENGINEERING  
DEPARTMENT

Florida

**To : Brandon Creagan, Planner**

**FROM : John R. Andrews, P.E., City Engineer**

JRA

**RE : Oleander Oaks Planned Development and Preliminary Plat  
TRC No. 21-43900001 & TRC No. 21-09000001**

**DATE : May 14, 2021**

This is to advise you that we have completed the review of the following documents as received by this office on May 13, 2021:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> PD & Preliminary Plat Application                     | <input type="checkbox"/> Construction Drawings                                   |
| <input type="checkbox"/> Test Reports & Related Documents                                 | <input type="checkbox"/> Executed Construction Contract                          |
| <input type="checkbox"/> Record Drawings  | <input type="checkbox"/> Permits from applicable Local, State & Federal Agencies |
| <input type="checkbox"/> Clearances from all applicable Local, State and Federal Agencies |  |

Based on our reviews and appropriate site final inspection, we

- Recommend  Do Not Recommend

- PD/Preliminary Plat 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 for comments

**PRELIMINARY PLAT COMMENTS:**

1. Provide a copy of the dedication/signature page as this sheet was not included with the submittal.
2. The submitted survey was not signed and sealed, please provide a certified boundary survey as per the requirements of Chapter 177.041 of the Florida State Statutes.
3. The preliminary plat shall include the overall tract boundary information, legal description, name and address of the owner, contour lines, drawing scale, easement dedication information, tract dedication information, vicinity sketch, etc. The applicant shall refer to the City of Fort Pierce Code of Ordinances Section 121 for specific requirements.

**PLANNED DEVELOPMENT COMMENTS:**

1. In accordance with the requirements specified in the City of Fort Pierce Code of Ordinances Section 119-2. Please provide a paper copy and electronic copy of a certified boundary and topographic survey. The survey shall identify the limits of the on-site wetlands and surface waters as referenced in the Natural Resource Assessment prepared by Kimley Horn & Associates. In addition, the survey shall identify the boundary limits of the 100-year and 500-year floodplain that traverses across the property.
2. Update page 17 of the Natural Resource Assessment report to reference the City of Fort Pierce as the local regulatory agency as opposed to St. Lucie County.
3. The site plan shall indicate sidewalk construction on both sides of the proposed roadway per the requirements specified in Section 121 of the Fort Pierce Code of Ordinances.
4. Update the site plan to identify the entrance roadway lane widths.
5. The project information references the purpose of the on-site lake is both for stormwater treatment and for the enjoyment of the residents, yet it appears that insufficient area exists upland from the lake's top of bank to provide safe pedestrian access. Please provide information on what type of activities are expected to occur around the lake.
6. The drainage plan was reviewed conceptually and will be reviewed in depth at time of building permit submittal.
7. Oleander is a St. Lucie County roadway; the applicant shall contact St. Lucie County directly for possible R/W donation and required improvements with the Oleander Avenue right-of-way.
8. **ADVISORY COMMENT:** The site contains active gopher tortoise burrows which means prior to issuance of any clearing permits or site development permits, the applicant shall submit a 100% gopher tortoise survey complete with a gopher tortoise relocation plan and the relocation permit issued by the Florida Fish and Wildlife Conservation Commission for the relocation of on-site gopher tortoises to a protected off-site location.

JRA/TST/tst





**BUILDING DEPARTMENT  
TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT FORM**

Meeting Date: 5.20.21  
Property Address: Rezoning (Planned Development) and Preliminary Plat - Oleander Oaks - Parcel ID: 2433-144-0002-000-3

*Please be advised that the project may trigger the requirements indicated below:*

- 1. Building Official or his representative has no comment at the time of this meeting, but reserves submission of comments upon completion of the official plan review.
- 2. Pre-construction meeting with the City's Building Department is requested.
- 3. Any construction will need to meet the requirements of the Florida Building Code 7<sup>th</sup> Edition.
- 4. Means of egress is required.
- 5. Means of ingress is required.
- 6. Must meet the following Accessibility requirements:
  - Accessible route
  - Handicapped parking spaces
  - Means of egress
- 7. Change of Use required
  - to include a signed and sealed Life Safety Plan
  - to include a signed and sealed detailed comprehensive building plan.
- 8. Property exists in Special Flood Hazard Area. All Federal and State requirements shall be addressed.
- 9. Flood Development Permit required.
- 10. Building Permit required.
- 11. Signed and sealed construction drawings required.
- 12. Will need to meet the Fire Code.
- 13. Sprinkler system is required.
- 14. Smoke alarm system is required.
- 15. Other

**Additional Comments/Requirements:**

Building Official's or Representative's Signature

Date:

5/14/21



## Technical Review Committee meeting

**May 20, 2021**

Case # 21-43900001 / 21-0900001

Planner: Brandon Creagan

Planned Development

Oleander Oaks Residential Community, Ft. Pierce.

### **Comments:**

After reviewing the photometric plan, I observed several areas, generally around the curved roadway areas of the main thoroughfare of the residential development, where the illumination levels are near or at zero foot candles. The areas where the illumination levels reads zero or close to zero contrast the areas where the illumination levels are dramatically higher, which will lead to "dark pockets" of illumination in the roadway. Therefore, please consider revising the illumination to create a more even and uniform distribution of illuminance. Uniform lighting is easier on the eye during dark hours and allows for better perception of the environment.

The areas where illumination is observed to be low, as described are in the vicinity of lots # 6 and 7, #11 and 12, # 21 and 22 and # 28 and 29.

Officer Damian Spotts

Crime Prevention Practitioner

Fort Pierce Police Department.



Fort Pierce Utilities Authority  
Water/Wastewater Engineering  
1701 South 37<sup>th</sup> Street  
Fort Pierce, FL 34947  
772.466.1600 x3473

## Technical Review Committee Meeting

March 18, 2021

TECHNICAL REVIEW PROJECT # 21-43900001 & 21-09000001

Rezoning- Oleander Oaks

### Comments

FPUA W/WW Engineering: Concept approved. Water and wastewater services are available to the subject property. To connect to these services please submit Utility Plan (2 complete sets) along with a completed commercial service application to FPUA's Water and Wastewater Engineering department, at 1701 S 37th Street Fort Pierce Florida 34947. Please see the Developer's Responsibilities page attached or on the FPUA website for important steps to guide through the entire process including utility details and permit applications (link below).

<https://fpu.com/water-and-wastewater-engineering-downloads/>

FPUA Electric & Gas Engineering: Electric - The property is not in the FPUA electric service area. Located in FPL service area. Gas – Service is available to the site (From the NW corner of Oleander Avenue and Bell Avenue). Please provide a copy of the gas riser diagram with the anticipated load (if developer is interested in natural gas service to the propose site). For more information and incentive available, please contact Ana Johnson.

### *Ana María Johnson*

*Business Development Officer*

*Fort Pierce Utilities Authority*

206 S. 6<sup>th</sup> Street

Fort Pierce, FL 34950

772.466.1600 Ext. 3012

772.467.3115 Fax

[anjohnson@fpu.com](mailto:anjohnson@fpu.com)



Our mission is to provide our customers with economical, reliable, and friendly service in a continuous effort to enhance the quality of life in our community.

[www.fpu.com](http://www.fpu.com)





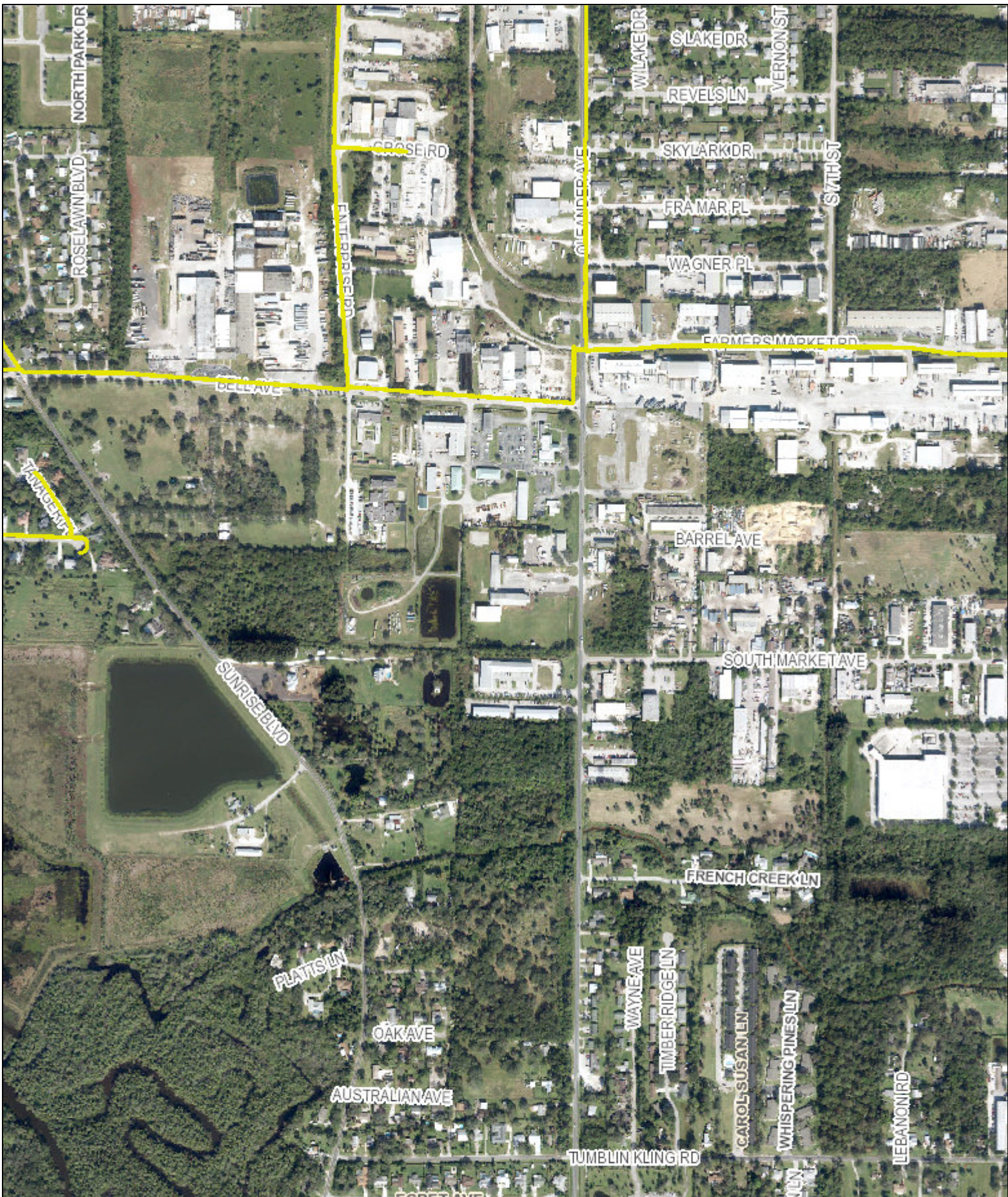
FPUA will require a utility easement for all propose FPUA facilities. Please find attached a copy of the FPUA GIS map (Gas).

If the owner/representatives should have any questions, please have them contact me or the individual listed above.



Our mission is to provide our customers with economical, reliable, and friendly service in a continuous effort to enhance the quality of life in our community.





Legend	
Electric Primary Wire	Pole
Transmission Wire	Valves
Gas Main	Gas
Fiber Optic Cable	Water
Potable Water Main	Fire Hydrant
Raw Water Main	Well
Wastewater Force Main	Lift Station
WW Gravity Main	Waste Water
Pad Mount	Overhead
Fuse	Transformers

**Disclaimer:**  
 The data contained herein is offered "as is", with no claim or warranty as to its accuracy or completeness. The data is for reference only and should not be considered to be of survey precision. Due to formatting restrictions, the information provided in the map may not be represented in the legend.



Date: 5/10/2021



FPUA Web Map

1 inch = 751 feet

Create d By: Name

(772) 466-1600  
 FAX (772) 461-1938



**FORT PIERCE UTILITIES AUTHORITY  
"Community Proud"**

**Developer's Responsibilities for Utility Connection**

The purpose of this document is to provide clear direction for connecting a project to the Fort Pierce Utilities Authority (FPUA) water and wastewater system.

Note that approval through the City of Fort Pierce or Saint Lucie County site plan approval process does not constitute approval of your detailed utility plans through FPUA. The steps required for FPUA approval are listed below. All Forms, Standards and Specifications, Standard Details, etc. can be downloaded from our website under the Doing Business with FPUA link then W/WW Engineering Downloads.

1. Visit [www.FPUA.com](http://www.FPUA.com) and become familiar with our Standards and Specifications. Standard details are provided .pdf format for easy transfer onto your construction plans. These details are updated often and you are responsible for obtaining the most current specifications.

(<http://www.fpu.com/Business/StartStopNewServices/DevelopmentServicesWWWDDownloads.aspx>)

2. It is recommended at this time to contact schedule a pre-design conference with an FPUA Project Manager.
3. Submit payment for Engineering plan review and inspection services fee as per U.A. Resolution 2011-06. You may calculate this fee yourself or contact our office and we shall prepare and fax/e-mail an invoice to you. If you elect to calculate the fee yourself in an effort to expedite the submittal process, keep in mind that your calculations are subject to FPUA approval. This fee must be paid prior to the return of your first plan submittal, permits, etc. Review fees are based on:

\$500 Flat charge per development  
plus \$20 per water equivalent residential connection (WERC) at 300 gallons per day  
plus \$20 per sewer equivalent residential connection (SERC) at 240 gallons per day

Note: For multi-family developments, (more than two units per building) each unit represents 70% of one WERC and 87.5% of one SERC.

4. Submit 2 initial sets of detailed utility drawings to 1701 S. 37<sup>th</sup> Street, Fort Pierce, FL 34947. Submit 3 sets of drawings.

Note: Reference section 1.22 of the General Design & Construction Standards for Drawing/CAD requirements. Failure to adhere to requirements will result in utility plan denial. Allow 30-day response time. It may take several submittals to receive an approved design.

5. Submit any required permits (Draft) with your initial construction plans. Please use the Water and Wastewater FDEP Permit forms provided on the website as the pertinent information is always current.
6. Submit a Notice of Intent to Discharge Form with your initial construction plans. Should you need an Application for Wastewater Discharge Permit, you will be contacted by our Pretreatment Coordinator.

7. Upon plan approval, you will receive one set of the submitted plans stamped approved or approved as noted and any applicable permits executed.
8. Execute and submit a Water and Wastewater Supply Agreement at the time of final plan submittal. This is a three party document outlining the requirements of the project owner and project engineer.
9. If your property is outside the City Limits, the property owner will be required to sign an Annexation Agreement. Please utilize the following procedure to complete the agreement: provide your FPUA Project Manager with the following information for the property owner: Name, Contact Number, Site Address, Mailing Address, Parcel ID Number

Our office will provide this information to our attorney, R.N. Koblegard, who will prepare an annexation agreement and their office will call the property owner to schedule an appointment to sign the agreement and will thereafter record the agreement. The service fees, which are subject to change and are payable to Mr. Koblegard at the time the agreement is signed, range from \$50 - \$400.

**Note that until the approval and acceptance of the Plans and Permits, the execution of the Annexation Agreement, Supply Agreement, and Payment of Capital Improvement Charges, Accrued Guaranteed Revenue Charges, and other associated fees, the project cannot move forward to the construction phase.**

10. Submit five sets of shop drawings for all sanitary structures and manufacturer's cut sheets for all materials. These submittals will be reviewed and may be returned approved or revise and resubmit if major deficiencies are found.
11. Contact your FPUA Project Manager to schedule a pre-construction meeting.
12. When your project is getting about 90% complete, please contact your FPUA Project Manager to schedule a post-construction meeting. At that meeting, you will need to have your turnover package complete. All items in the turnover package must be complete prior to scheduling a walk-through. Listed below are the items in the turnover package:
  - a. Bill of Sale/Cost and Quantities (utilize form on website)
  - b. FDEP Water/Wastewater Certification
  - c. DDC Data Sheet to include device number, manufacturer, installation date, test date and results, and device size
  - d. Record Drawings – Need Two Sets of Paper Copy Drawings (As-Builts are not accepted)
  - e. Gravity Sewer Inspection DVD
  - f. Lift Station Start Up
  - g. Lift Station O & M Manuals (FPUA Owned Only)
  - h. Private Lift Station/Collection System Application (if applicable)
13. If your project requires an easement, the property owner will be required to sign an Easement Form. Please complete the attached form Request for Preparation of Easement and return to your FPUA Project Manager.

Our office will provide this information to our attorney, who will prepare an easement and their office will call the property owner to schedule an appointment to sign it and will thereafter record the easement. The service fees, which are subject to change and are payable to Mr. Koblegard at the time the easement is signed, are \$250 plus recording costs.

14. The following items need to be received prior to any meters being installed or chain being removed from DDC:

- a. All Fees Paid (meter, DDC, deposits, New Account Setup Fees, etc.)
- b. Final Inspection/Walk-Through
- c. Punch List Complete
- d. Contractor's Affidavit and Release of Lien (utilize form on website)
- e. Executed Easement
- f. Memorandum from Applicable Right-of-Way Agency (Agency Granting Permit) that Project is Acceptable to Them
- g. Record Drawings – After Review and Approval, Need Two Sets Paper Copy, One Set of Mylars and One CD in AutoCad Format.

## DDC Installation Procedures

Below are the procedures for the installation of a DDC for unmetered fire

- ④ Fire/Mechanical Plans (offsite to device only) approved by FPUA Project Manager (PM)
- ④ Submittals approved by PM, with an approved set provided to Water Distribution (WD)
- ④ PM will acquire DDC installer contact information at pre-construction meeting and provide to WD
- ④ DDC contractor must be licensed with certification in backflow device installation and testing. Proof of certification must be provided to WD prior to pressure test
- ④ Upon notification of the need for a DDC, Engineering Coordinator (EC) e-mails Key Accounts (KA) with device size and account information
- ④ KA sets up account and creates service order which charges \$40 Initiation of Service Charge and alerts WD, via service order, of the DDC being installed
- ④ Contractor installs standpipes, concrete pad, and DDC under direct supervision of Water/Wastewater/Natural Gas Engineering Inspector to ensure compliance with clearances and adequate work space for future testing, maintenance, and repairs. Inspector locks device with chain after installation
- ④ Prior to scheduling the backflow certification test through the inspector, all lines to and from the device must be chlorinated and pressure tested per their respective agencies
- ④ WD Service Foreman must be notified (via Inspector) at least 24 hours prior to the test. Service Foreman must be present for the test and re-locks the OS&Y in the closed position after test. The test sheet must be given to WD either directly after the test or arrangements should be made to receive the test results. Engineering does not need a copy of the test results; WD will notify inspector of the test results
- ④ If at any time after the DDC installation the lock or chain has been found cut, the Revenue Protection Officer will be notified immediately. **Tampering or removal of the lock and/or chain will result in a Tampering Fee of \$200 and all associated fees according to the current FPUA Resolution. (WD will do a T-Tamper-Water service order; Revenue Protection Officer will go to site, take pictures, and bill tampering fee)**
- ④ After final walk-thru, EC will send Meter Installation Authorization (MIA) Form to WD Administrative Coordinator authorizing removal of the chain and begin billing
- ④ WD will remove the chain and add the DDC information to the account, including the device number and billing rate
- ④ EC will send Cost and Quantities to Finance to record the asset

**REQUEST FOR PREPARATION OF EASEMENT**

**1. CUSTOMER NAME AND ADDRESS**

---

---

---

---

**2. CUSTOMER CONTACT PERSON, ADDRESS AND PHONE NUMBER**

---

---

---

**3. FPUA CONTACT PERSON AND CONTACT INFORMATION**

---

---

**4. SITE ADDRESS AND PARCEL ID**

---

---

---

---

**5. LEGAL DESCRIPTION AND EASEMENT DESCRIPTION**

---

---

---

---

---

---

---

---

**6. EASEMENT TO BE PREPARED AT THE COST OF**

PROPERTY/BUSINESS OWNER  
 FPUA

**7. PROJECT SCHEDULED COMMENCEMENT DATE \_\_\_\_\_**

**8. ATTACH SKETCH OF EASEMENT**

## SEQUENCE OF EVENTS IN PREPARATION OF EASEMENT

1. Complete Request for Preparation of Easement. When at all possible, all easements should be done on one form.
2. Forward completed Request form to FPUA Attorney.
3. FPUA Attorney will order title search.
4. Upon receipt of title search, FPUA Attorney will email identity of owner and any mortgagees to FPUA Contact Person.
5. FPUA Contact Person will contact Customer/Owner to determine willingness to sign an easement and inform the Owner of the need for the lender, if any, to join in easement.
6. If Customer/Owner is willing to sign an easement, FPUA Contact Person will so advise FPUA Attorney, and an easement will be prepared.
7. FPUA Attorney will call Customer/Owner to make arrangements to have the easement signed. In the alternative, if Contact Person wishes, the easement and other documents can be emailed to FPUA Contact Person to have signed. FPUA Contact Person will then return the signed easement/documents to FPUA Attorney.
8. FPUA Attorney will record the signed easement/documents and will return the recorded easement to Water/Wastewater Engineering to the Engineering Coordinator.
9. Engineering Coordinator assigns a Utilities Easement Number, scans and saves easement document, and records in the MS Access Easement Database.
10. Engineering Coordinator gives the easement to the technician assigned to put on GIS. Technician draws easement on GIS and gives to Project Manager for verification.
11. Upon verification, Project Manager gives Engineering Coordinator original recorded easement. Engineering Coordinator places in fireproof file cabinet.

May 18, 2021

**PROJECT:** Oleander Oaks  
**REF:** TRC App. #21-43900001 & 21-09000001  
**TO:** Brandon Creagan  
**FROM:** David Hays

The following comments are offered by SLC Public Works Department:

1. The project accesses onto a County Road, Oleander Avenue. The ROW depicted on the plan does not match the survey.
2. It is anticipated that north bound and south bound turn lanes will be required.
3. The traffic report will be reviewed by a third party through the County.
4. A 6 FT sidewalk will be required along the property's frontage. The Board of County Commissioners may accept a Fee-in-Lieu of construction.
5. A Site Development Permit will be required from the County prior to implementation of site activities. The SD Permit will provide for drainage connection and right-of-way improvements.
6. Written response to Pre-application review has not been received.
7. For discussion regarding these comments, please contact me at 772-462-1491, [haysd@stlucieco.org](mailto:haysd@stlucieco.org) or Grant Chambers at 772-462-2741, [chambersg@stlucieco.org](mailto:chambersg@stlucieco.org).

Cc: Alicia Rosenthal

# St. Lucie County Schools

## Oleander Oaks

1. The City code requires sidewalks on the adjacent street. That area should be properly graded, and a sidewalk be constructed along the project frontage of Oleander Avenue.
2. The walking conditions for students along Oleander Avenue is considered hazardous. The developer should coordinate with St. Lucie County to work on providing a safe route to school.
3. The school capacity analysis has the wrong school zones. At this time, we do not have any concerns with school capacity.
4. We will place any required bus stop on Oleander. Will the developer provide either a shelter or a place for student to wait for the bus out of the dirt/grass?



May 19, 2021

**VIA EMAIL**

Mr. Brandon Creagan, LEED Green Associate, Planner  
City of Fort Pierce  
100 North U.S. Highway 1  
Fort Pierce, Florida 34950

**RE: Proposed Transportation Impact Review  
Oleander Oaks  
Fort Pierce, Florida**

Dear Mr. Creagan:

As the Federal and State-designated agency responsible for transportation planning for the City of Fort Pierce, City of Port St. Lucie, St. Lucie Village, and St. Lucie County, the St. Lucie Transportation Planning Organization (St. Lucie TPO) has completed a transportation impact review with regard to the above-referenced proposed development. The proposed development consists of a subdivision of 50 single-family homes on approximately 13 acres. Based on the review, the following comments are provided:

- **Historical Growth Rate:** The Traffic Impact Study for the proposed development utilizes the medium growth rate of 1.55 percent from the University of Florida Bureau of Economic and Business Research (BEBR) for the historical growth rate without any meaningful justification. However, the St. Lucie TPO has adopted the BEBR high growth rate for the historical growth rate which reflects the actual annual growth rate in the County since 1995. Therefore, 2.55 percent should be utilized for the historical growth rate in the Traffic Impact Study.
- **Sidewalk on Oleander Avenue:** The proposed development does not include the construction of a sidewalk along the development on the west side of Oleander Avenue. Although a sidewalk from Midway Road to South Market Avenue is programmed for construction by St. Lucie County in FY 2020/21, it will be located on the east side of Oleander Avenue. Therefore, the proposed development should include the construction of a sidewalk along its frontage on the west side of Oleander Avenue.
- **Subdivision Sidewalks:** The proposed development does not include sidewalks on both sides of the subdivision streets. Sidewalks should be constructed on both sides of the subdivision streets.

Please contact me should any additional information or clarification be required with regard to this review.

Sincerely,

Peter Buchwald  
Executive Director

cc: Jack Andrews, P.E., Fort Pierce City Engineer



**BUREAU OF FIRE PREVENTION**

**SITE PLAN REVIEW**

**TO: Site Plan Applicant**

**SITE PLAN: Oleander Oaks**

**REVIEW DATE: 5/11/2021**

**PLANNER: CREAGON**

**REVIEWED BY: Captain Wayne Boyer**

---

**Site Plan Approved: \_\_\_\_\_**

**Site Plan Approved with conditions:   X**

**Site Plan Approval withheld pending written acknowledgement of conditions: \_\_\_\_\_**

**Site Plan Rejected: \_\_\_\_\_**

---

**The Following Revisions Are Necessary:**

- 1. Please submit a completed application for Development/Site Plan Review (St. Lucie County Fire District Development & Site Plan Review Application). This form is available on-line at <https://www.slcfcd.com>**
- 2. Fire District review fees are due at the time of submittal. An abbreviated fee schedule is included on the application form.**
- 3. Please send the Fire District electronic plans for the site and buildings.**
- 4. A separate review and permit is required for Underground Fire Mains connected to standpipes or sprinkler systems.**
- 5. An approved water supply capable of supplying the required fire flow for fire protection (shall be) is identified to all premises upon which facilities, buildings, or**

*"Our Family Serving Yours"*

5160 N.W. Milner Drive, Port St. Lucie, Florida 34983-3392

Telephone: (772) 621-3400 Fax: (772) 621-3500

[www.slcfcd.com](http://www.slcfcd.com)



portions of buildings which are to be constructed or moved into the jurisdiction. The approved water supply shall be in accordance with NFPA 1:18.4. See “Needed NFPA Fire Flow Calculator Spreadsheet”.

6. Fire Hydrants (shall be) are provided for detached one- and two-family dwellings IAW both of the following: 1) The maximum distance to a fire hydrant from the closet point on the building shall not exceed 600 feet. 2) The maximum distance between fire hydrants shall not exceed 800 feet. NFPA 1:18.5.2.
7. Security gates must either be manned 24 hour/day or provide an access control key switch on the control panel to allow for Fire Department entry in an emergency. Security gates must maintain a clear width of 12 feet when open and provide a means to open the gates manually upon loss of power.
8. Per NFPA 1114 Chapter 9, Section 1.3. Prior to the final occupancy of any building, the permitted water supply for fire protection, including fire hydrants and fire suppression systems, shall be installed, tested, and acceptable to the AHJ (SLCFD).
9. At least 13 feet 6 inches nominal vertical clearance shall be provided and maintained over the full width of all means of access. Including, but not limited to trees, canopies, etc., as referred to in Exhibit "A," attached hereto.
10. Minimum Size of Water Mains
  - a. The minimum size of water mains for supplying water for firefighting purposes shall be six (6) inches.
  - b. The minimum size of water mains supplying hydrants on a dead end main shall be eight (8) inches.
  - c. The maximum number of hydrants located on a dead end main shall be one (1).
  - d. Grid or Tee systems shall be supplied by a minimum of an eight (8) inch looped main. Exceptions may be granted based on the capacity of the water distribution system but in no case shall the main size be less than six (6) inches.
  - e. The minimum size water main(s) shall be determined by the needed fire flow as established by the Fire Marshal and based on the current Insurance Service Office (ISO) requirements.

*“Our Family Serving Yours”*

5160 N.W. Milner Drive, Port St. Lucie, Florida 34983-3392  
Telephone: (772) 621-3400 Fax: (772) 621-3500

[www.slcfd.com](http://www.slcfd.com)