



Fort Pierce Utilities Authority  
FPUAnet Communications  
500 Boston Avenue (PO Box 3191)  
Fort Pierce, FL 34950 (34948)

Dear Developer,

I am writing to you today on behalf of FPUAnet, the City of Fort Pierce's municipal fiber internet service provider. I am reaching out to you to discuss the benefits of choosing FPUAnet for your next development project.

FPUAnet offers a number of advantages over traditional internet providers, including:

- **Scalable to meet growing demands:** FPUAnet's fiber optic network is designed to scale to meet the growing demands of Fort Pierce. This means that you can be confident that your internet connection will be able to handle even the most demanding applications and devices.
- **Gigabit internet throughout the entire service area:** FPUAnet offers gigabit internet speeds throughout its entire service area. This means that you can get the fastest possible internet speeds, no matter where you live in Fort Pierce.
- **High-quality internet to rural and low-income areas:** FPUAnet is committed to providing high-quality internet access to all residents of Fort Pierce, including those in rural and low-income areas. This is important for ensuring that everyone has the opportunity to participate in the digital economy.
- **Faster and more affordable than privately owned ISPs:** FPUAnet's prices are competitive with other internet providers, and in many cases, they are even more affordable. This is because FPUAnet does not have to make a profit, so it can pass on the savings to its customers.

In addition to these advantages, FPUAnet is also committed to providing excellent customer service. Our team of experts is available 24/7 to help you with any questions or problems you may have.

I would be happy to discuss your specific needs in more detail. Please do not hesitate to contact me at [peters@fpu.com](mailto:peters@fpu.com) or 772-466-1600 ext.3311.

Thank you for your time and consideration. I look forward to hearing from you soon.  
Sincerely,

Eric Peters  
On behalf of FPUAnet



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.

772.466.1600 \* [www.fpu.com](http://www.fpu.com)





**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**

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

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

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**4. SITE ADDRESS AND PARCEL ID**

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**5. LEGAL DESCRIPTION AND EASEMENT DESCRIPTION**

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**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.



## BUREAU OF FIRE PREVENTION

### SITE PLAN REVIEW

TO: Site Plan Applicant

SITE PLAN: The District Flex Space

REVIEW DATE: 8/16/2024, 10/3/2024

PLANNER: VENNIS GILMORE

REVIEWED BY: Captain Andres Elizondo, Lt Almand

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Site Plan Approved with conditions:  X

Site Plan Requires Re-submittal: \_\_\_\_\_

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

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#### The Following Conditions/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>.~~ **Received 8/16/2024.**
- ~~2. Fire District review fees are due at the time of submittal. An abbreviated fee schedule is included on the application form.~~ **Received 8/21/2024.**
- ~~3. Please provide an electronic revised copy of the site plan (pdf format).~~ **Received 8/16/2024.**
- ~~4. Please provide written acknowledgement of the conditions/revisions provided.~~ **Received 10/3/2024.**
- ~~5. A separate review and permit is required for Underground Fire Mains connected to standpipes or sprinkler systems.~~ **Acknowledged 10/3/2024**

*"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)



6. ~~Fire department access roads provided in accordance with 18.2.3 shall be provided at the start of a project and shall be maintained throughout construction. (NFPA 1-16.1.4). Surface. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface. (NFPA 1-18.2.3.5.2)~~ **Acknowledged 10/3/2024**
7. ~~Per the St. Lucie County Fire District Fire Prevention Code Resolution 740-23, 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.)~~ **Acknowledged 10/3/2024**
8. ~~The Fire District reserves the right for future comments at the site plan & building construction phase.~~ **Acknowledged 10/3/2024**
9. ~~Be advised: Dimensions of largest vehicle are as follows: 38 tons or 77,000 lbs, 47.5 ft. total length, 21.5 ft. wheel base, 10.5 ft. total width, 41.5 degree turning radius. (SLCFD Resolution 740-23)~~ **Acknowledged 10/3/2024**
10. ~~Minimum roadway pavement width (two-way traffic) shall be twenty (20) ft. (SLCFD Resolution 740-23)~~ **Acknowledged 10/3/2024**
11. ~~Minimum roadway pavement width (one-way traffic) shall be twelve (12) ft. (SLCFD Resolution 740-23)~~ **Acknowledged 10/3/2024**
12. ~~Fire hydrants (shall be) are provided for buildings other than detached one-and-two-family dwellings IAW both of the following 1) The maximum distance to a fire hydrant from the closest point in the building shall not exceed 400 feet. 2) The maximum distance between fire hydrants shall not exceed 500 feet. NFPA 1-18.5.3. Please provide fire flow calculations for hydrants.~~ **Acknowledged 10/3/2024**
13. ~~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 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. (NFPA 1-18.3.1)~~ **Acknowledged 10/3/2024**
14. ~~Hydrants shall be located no more than 12ft. from the curb of roadways or from the edge of payment. Clearances of three feet (3 ft.) shall be maintained around the circumference of hydrants. A clear space of not less than five feet (5ft.) shall be~~

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

ST. LUCIE COUNTY FIRE DISTRICT  
Community Risk Reduction Division  
Office of the Fire Marshal



Telephone: (772) 621-3322  
Fax: (772) 621-3604

~~provided in front of each hydrant connection having a diameter greater than 2 1/2 inches. The center of hose outlet shall be not less than 18 inches above final grade. (SLCFD Fire Prevention Code Resolution 740-23).~~ **Acknowledged 10/3/2024**

*"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)



PUBLIC WORKS DEPARTMENT  
DEVELOPMENT REVIEW COMMITTEE

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September 17, 2024

**PROJECT:** The District Flex Space  
**REF:** PZSITE2024-00006  
**TO:** Vennis Gilmore  
**FROM:** Grant Chambers

Corrections:

1. Interconnectivity shall be provided to the adjacent drive aisles for better access distribution.

Conditions:

2. A Site Development Permit is required prior to performing site improvement activities.



**To : Vennis Gilmore, Assistant Planning Director**

**FROM : Tracy Telle, Engineering Manager**

**RE : 2591 McNeil Road – The District  
PZSITE2024-00006**

**DATE : December 4, 2024**

This is to advise you that we have completed the review of the following documents as received by this office on December 4, 2024

- |   |   |
|---|---|
| <input type="checkbox"/> Development Permit Compliance Review | <input type="checkbox"/> Construction Drawings            |
| <input checked="" type="checkbox"/> Site Plan                 | <input type="checkbox"/> Test Reports & Related Documents |
| <input type="checkbox"/> Executed Construction Contract       | <input type="checkbox"/> Record Drawings                  |
| <input type="checkbox"/> Permits                              | <input type="checkbox"/> Other _____                      |

Based on our reviews and appropriate site final inspection, we

- Recommend Approval                       Do Not Recommend Approval

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 advisory comments

**ENGINEERING ADVISORY COMMENTS:**

1. The project is comprised of two parcels and will be required to be unified under one owner prior to DPCR approval.
2. The stormwater drainage plan was reviewed conceptually. An in-depth review will be conducted at the time of DPCR. Please provide all appropriate calculations as required by Code Chapter 119 Stormwater Management and Site Development Technical Regulations.
3. Coordination with NSLRWCD and/or St. Lucie County is required for impacts to the existing drainage easement.
4. A tree mitigation plan shall be required prior to any land clearing activities. A building permit will not be issued until all tree mitigation fees are paid. A complete review of the mitigation calculations will be conducted at time of site work submittal.
5. McNeil Road is a St. Lucie County owned and maintained roadway. All proposed improvements within the limits of McNeil Road R/W will require permitting through St. Lucie County.

## Technical Review Committee Meeting

TECHNICAL REVIEW PROJECT: # PZSITE2024-00006

**The District Flex Space -1st Resubmittal**

### Comments

W/WW Engineering: Concept approved.

Water and wastewater is available to serve the subject parcel. To connect to water and wastewater services please submit Utility Plan (2 complete sets) along with a completed commercial service application, and plan review 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 applications (link below). For questions please contact Shane Ostrander [sostrander@fpu.com](mailto:sostrander@fpu.com) or 772-466-1600 ext 3468

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



Developer Responsibilities  
CL

Electric Engineering: FPUA Electric & Gas Engineering has reviewed the application. **Approved.**

**New pad mount transformer lead time is at 52 weeks.**

**Please contact Sal Scimeca for electric customer requirements and project coordination.**

**Before work begins.**

Sal Scimeca  
Engineering Technician III, Electric & Gas Engineering  
Fort Pierce Utilities Authority  
[sscimeca@fpu.com](mailto:sscimeca@fpu.com)  
772.466.1600 ext. 6957

(Con't pg 2)



Gas: Approved.

FPUAnet Fiber: FPUAnet **Approves**; Fiber Internet Service – **Can Available**.

If client would like **Fiber Internet Service** from FPUAnet Communications, please contact Eric Peters at (772) 468-1697 for **Fiber Internet** requirements if service is desired.



Developer  
Letter.pdf



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.





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Connor Kennedy, Engineering Design & Construction  
10250 SW Village Parkway – Suite 201  
Port St. Lucie, FL 34987

**Re: Site Plan & Design Review – The District**

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Dear Connor Kennedy,

The following are comments from the Planning Department's review of your application (Please Provide a Written Response and any revisions (if applicable) for all responsible Departments):

1. Prior to Certificate of Occupancy, a Landscape Maintenance Agreement is required:

The Landscape Maintenance Agreement shall note that all approved landscaping shall be installed, irrigated, and maintained in perpetuity in accordance with section 123-7 of the City Code of Ordinances, in order that it continues to present a healthy, neat, and orderly appearance free of refuse and debris, in conformity with the following requirements:

- a. Vegetation required by this article shall be replaced with equivalent or better vegetation if it is not living. All trees for which credit is awarded and which subsequently die shall be replaced by the same or greater number of living trees according to the standards established in this article.
- b. Maintenance shall include sufficient weeding, watering, fertilizing, pruning, mowing, edging, mulching and other horticultural practices to ensure that the landscaping continues to maintain a healthy, neat, and orderly appearance.

In case of violation:

Maintenance shall include the replacement of all unhealthy/dead material within 30 days after a notification of violation in conformance with the approved site plan or landscape plan. Violations of this article, or failure to maintain all required landscaping as reflected in the approved landscaping plan, shall be grounds for referral to the special magistrate for appropriate action.

**(See attached Landscape Maintenance Agreement**

2. Prior to the issuance of any site clearing permits, a Final Tree Mitigation Survey shall be approved by the City of Ft. Pierce Arborist for the required mitigation of the City regulated trees proposed to be removed as a result of this site's development/construction activity.
3. Per City Code Section 125-317. – Sidewalks (b) Applicability. In order to provide continual access for pedestrians, sidewalks and sidewalk linkages shall be required to be provided by the property owner or permit applicant when one of the following events occur:

(4) Plans submitted for site plan, conditional use, PUD/PUR, and subdivision review. Plans shall reflect all proposed sidewalk improvements.

**Please provide pedestrian sidewalks, sidewalk linkages, and possible cross access to abutting commercial properties. See example below.**

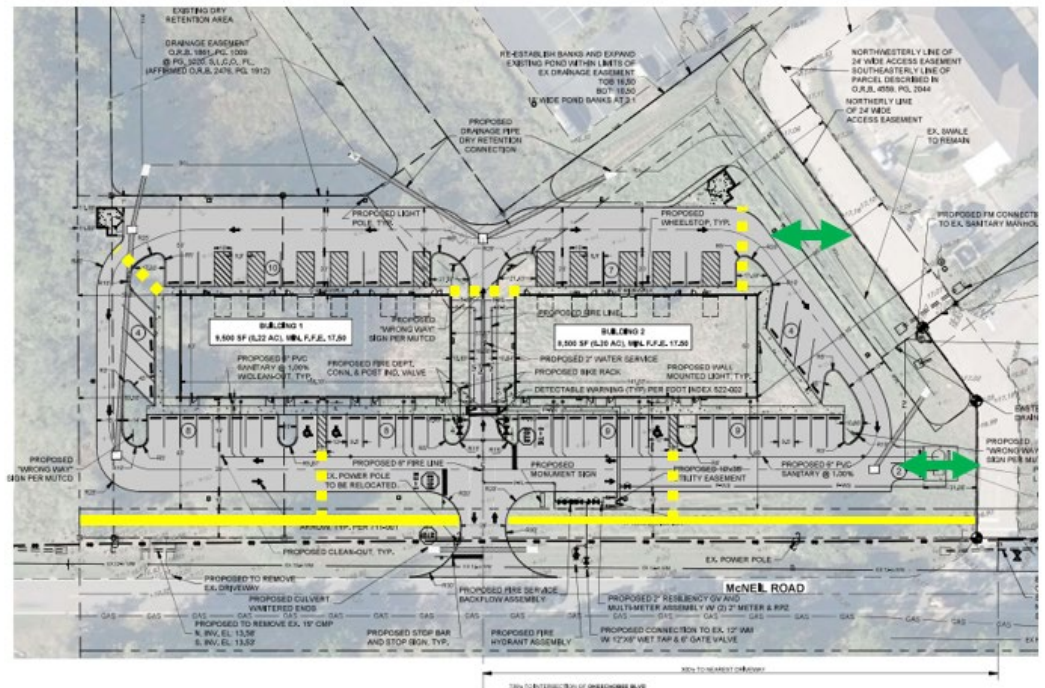
Sidewalks



Sidewalk Linkages



Potential Cross Access/Sidewalks



4. Per City Code Section 125-314. – Design Review (9) Signs. – **Please consider installing a landscaped area around the proposed monument sign base which extends a minimum distance of three (3) feet in all directions. Such landscaped area shall be completely covered by ground cover, trees at a minimum height of 15 feet and shrubs, hedges, or similar vegetative materials.**
5. **Per the City’s Comprehensive Plan Policies 2.5.4 and 2.5.5:**

**Apply access management standards along main arterial and collector roads to improve safety. Access management strategies such as inter-parcel or shared driveway access shall be implemented.**

**Implement pedestrian cross-access, pedestrian features, transit features and other transportation demand strategies on all primary City corridors.**

If deemed necessary, please provide a written response to each comment to expedite the review of any subsequent submittals. Please contact me should you have any questions regarding the project at (772) 467-3741 or by e-mail: [vgilmore@cityoffortpierce.com](mailto:vgilmore@cityoffortpierce.com).

Sincerely,

Vennis Gilmore

Assistant Planning Director