

**SEMINOLE COUNTY GOVERNMENT**  
1101 EAST FIRST STREET, 2ND FLOOR, WEST WING  
SANFORD, FLORIDA 32771

**Comment Document – Initial Submittal**

**A Development Review Committee (DRC) meeting will not automatically be scheduled for your item; one must be requested.** Please review the comments; if you determine that you would like to be scheduled for a 20 minute meeting with the Development Review Committee (DRC), please email your request to attend to [devrevdesk@seminolecountyfl.gov](mailto:devrevdesk@seminolecountyfl.gov) or call (407) 665-7372 no later than noon on 12/29/2022, in order to place you on the Wednesday, 01/04/2023 meeting agenda.

**MEETINGS ARE NOW BEING HELD IN A HYBRID FORMAT (IN-PERSON AND VIRTUALLY ON ZOOM), IF YOU REQUEST A MEETING, YOU MUST INDICATE WHETHER YOU WOULD LIKE TO ATTEND THE MEETING IN-PERSON OR REMOTELY VIA ZOOM.**

The DRC meeting allows 20 minutes per project to discuss and clarify any comments of concern. Additional comments or deletion of comments may result from discussions at the DRC meeting. The DRC Agenda can be found at <http://www.seminolecountyfl.gov/departments-services/board-of-county-commissioners/meeting-agendas.stml>

PROJECT NAME:	CITY CHURCH OF ORLANDO - SPECIAL EXCEPTION	PROJ #: 22-32000011
APPLICATION FOR:	SPECIAL EXCEPTION - OTHER	
APPLICATION DATE:	11/30/22	
RELATED NAMES:	BS2022-11	
PROJECT MANAGER:	KATHY HAMMEL (407) 665-7389	
PARCEL ID NO.:	31-19-30-300-012A-0000	
PROJECT DESCRIPTION	PROPOSED AMENDMENT TO PRIOR SPECIAL EXCEPTION TO RELOCATE AND REPURPOSE THE WORSHIP CENTER AND ADD RECESS FIELD ON 11.92 ACRES	
BCC DISTRICT	5-HERR	
CURRENT ZONING	A-1	
LOCATION	SE OF WILSON ROAD AND ORANGE BLVD	
APPLICANT: CONSULTANT:		
RM STRATEGIES 1711 S. ORANGE BLVD SANFORD FL 32771 (407) 872-1515 PERMITTING@EVANSENGINC.COM		

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments and markups from the ePlan review

system. These items need responses with further information, data, explanation or revision of plans and documents before project approval.

**Please itemize any and all revisions made to the development plan in addition to those made in response to staff comments; include a statement in your response to comments that no additional revisions have been made to the site plan beyond those stated.**

For questions regarding the ePlan process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

*See comments within the comment document for any fees due, as fees may be due for different aspects of your development project. Fees showing in ePlan reflect Planning & Development review or revision fees only.*

**State Permits that may be required:**

FDOT, FDEP- UTILITIES, SJRWMD, ENVIRONMENTAL REPORTS, ARCHEOLOGICAL REPORTS, FDEP- ENVIRONMENTAL, SJRWMD- ENVIRONMENTAL, FFW, IF APPLICABLE.

**AGENCY/DEPARTMENT COMMENTS**

1	Building Division	All structures that are required to be accessible per the 7th ED (2020) FBC, Florida Accessibility Code for Building Construction, shall show the accessible route from the required accessible parking spaces to the accessible entrance to the structure.	Informational
2	Building Division	In accordance with the 7th ED (2020) FBC, Florida Accessibility Code for Building Construction, at least one accessible route shall connect accessible buildings, facilities, elements, and spaces that are on the same site.	Informational
3	Building Division	The location of accessible parking spaces, loading zones, sidewalks, and exit ramps shall meet requirements of the 7th ED (2020) FBC, Florida Accessibility Code for Building Construction.	Informational
4	Building Division	Food service establishments shall provide a minimum 750 gallon grease trap per Florida Administrative Code 64E-6.	Informational

5	Building Division	A change of occupancy classification will require a permit and possibly an alteration to the existing structure to comply with current code (7th ED. Florida Existing Building Code, Chapter 9.) Example: Business to Mercantile, Residential to Commercial	Informational
6	Building Division	All site lighting on Commercial parcels require a building permit prior to commencement of work. This is a standalone permit separate from all other required permits.	Informational
7	Building Division	Vertical construction will require a separate Building permit and will be reviewed for, and shall be designed and built in accordance with the 7th ED. Florida Building Code, Chapters 3, 4, 5, 6, 7 and 9, for 1) USE, 2) Height and area limitations, 3) Construction types and horizontal separation distances, 4) Building element protection and 5) Sprinkler and Alarm requirements and all other code requirements.	Informational
9	Public Safety - Fire Marshal	All structures proposed to be occupied by students shall comply with the Florida Fire Prevention Code, adopted edition at time of permitting, NFPA 101, CH 14, New Educational and CH 15 Existing Educational.	Not Met
10	Public Safety - Fire Marshal	Adequate water supply with needed fire flow calculations for fire protection (hydrants) shall be provided per chapter 18.4 of NFPA 1 (FFPC 7th ED, 2020). Fire flow testing shall be performed in accordance with NFPA 291, Recommended Practice For Fire Flow Testing. If no municipal water supply is available, onsite water storage will be required for fire protection.	Not Met

11	Public Safety - Fire Marshal	<p>The requirements below shall be on all site plans as notes for sprinkled buildings: a)At minimum, a Class Five contractor is required to install fire lines. Fire lines shall begin at the point in which the piping is used exclusively for fire protection and end at a point 1-foot above the finished floor.b)The fire line for sprinkled buildings starts at the double detector check valve.c)No other water connection shall be off of the fire line.d)The Fire Department Connection shall be within 100 feet of the fire hydrant if standpipe system is provided.e)Any fire line charged by the FDC shall be DR-14 pipe. The only valve allowed in the FDC line is a check valve. All fire lines shall be inspected by the Fire Inspection Dept. before being covered.</p>	Not Met
12	Public Safety - Fire Marshal	<p>Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.5.1 (2018 Edition). Provide verification that all fire department access roads are a minimum of 20 FT in clear width even if there is a median on the road. If on-street parking, provide verification that proper clearances will be maintained, and no parking sign shall be provided</p>	Not Met

13	Public Safety - Fire Marshal	Fire department access roads shall extend to within 50 FT of a single door providing access to the interior of the building per Section 18.2.3.2.1 NFPA 1 2018 Edition When the access road is a dead end, in excess of 150 ft in length, an approved turn around for fire apparatus shall be provided (NFPA 1, 18.2.3.4 2018 ED) 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, Chapter 18.2.3.4.2 (2018). Verify that stabilized road can hold 39 tons	Not Met
14	Public Safety - Fire Marshal	Type and use of building may require fire sprinklers and fire alarm Sprinklered buildings: provide Location of Point of Service, Backflow Preventer and/or Post Indicating valves, and Fire Department Connection are required on the Site Plan in order to complete the Review (NFPA 1, 2018 Edition). NFPA 24, 5.2.1 Hydraulic calculations shall show that the main is able to supply the total demand at the appropriate pressure.	Not Met
15	Public Safety - Fire Marshal	Hose Lay: Fire Department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first floor of the building is located not more than 150 FT (450 FT if equipped with an AUTOMATIC FIRE SPRINKLER SYSTEM) from Fire Department access roads measured by an approved route around the exterior of the building (Section 18.2.3.2.2 NFPA 1).	Not Met
16	Public Safety - Fire Marshal	Additional comments may be generated based on actual Site submittal	Not Met

17	Public Safety - Fire Marshal	Acknowledge, 'Not Met' comments as requirements upon final engineering and/or site development in for of response letter.	Not Met
18	Buffers and CPTED	Please provide the ISR for staff to determine landscape buffer requirements. Additonal comments may be generated based on resubmittal.	Not Met
19	Buffers and CPTED	Parking lot landscaping will be required in accordance with SCLDC Sec. 30. 1292. This must be indicated on the landscape plan when submitting for site plan review.	Informational
20	Buffers and CPTED	Buffer information can be found here: <a href="http://www.seminolecountyfl.gov/core/fileparse.php/3295/urlt/bufferingbooklet.pdf">http://www.seminolecountyfl.gov/core/fileparse.php/3295/urlt/bufferingbooklet.pdf</a> Buffer regulations (SCLDC Part 67) can be found with the Municode link in the Resources Tab of your eplan task or the link provided below: <a href="https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU">https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU</a>	Informational
21	Buffers and CPTED	Please refer to the SCLDC sections 30.1282 and 30.1284 on opacity and plant units.	Informational
22	Buffers and CPTED	Please be aware a landscape plan must be submitted with the site plan application and must indicate the width, length, opacity, plant unit selection, and plant calculations for each required landscape buffer.	Informational
23	Buffers and CPTED	Please be aware that required landscape buffering may impact site design. Please add a note to the plan to indicate landscape buffers will be provided in compliance with SCLDC Ch. 30 Part 67.	Not Met
24	Public Works - Engineering	No specific issues with the special exception for traffic. Please note that the access and turn lanes will have to be addressed at final engineering.	Informational

25	Public Works - Engineering	No specific issues noted with the special exception for stormwater. This is a land locked area and at final engineering the retention will have to be evaluated and show that it holds the entire 100-year storm event onsite.	Informational
26	Planning and Development	Seminole County requires community meetings for all Future Land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Community Meetings link in the Resources tab located at the top of your ePlan task window or below for the requirements that the applicant must meet. <a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf</a>	Not Met
27	Planning and Development	New Public Notification Procedures are required for all Future land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Public Notification Procedures link in the Resources tab located at the top of your ePlan task window or below for the requirements: <a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf</a>	Not Met
28	Planning and Development	Will the outdoor recreation area have lights? Please provide the hours the outdoor area will be in use.	Not Met

## AGENCY/DEPARTMENT EFORM COMMENTS AND PROJECT STATUS

*This section shows the reviewers of this project from the various County agencies. It may also include additional comments for review and response.*

Department	Reviewer	Email	Status
Buffers and CPTED	Maya Athanas	mathanas@seminolecountyfl.gov	Corrections Required
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	Review Complete Recommend Approval
Planning and Development	Kathy Hammel	khammel@seminolecountyfl.gov	Corrections Required
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	Approved
Public Works - Impact Analysis	William Wharton	wwharton@seminolecountyfl.gov	No Review Required
Public Safety - Fire Marshal	Diane Gordon	dgordon@seminolecountyfl.gov	Corrections Required
Building Division	Tony Coleman	acoleman@seminolecountyfl.gov	Approved

The next submittal, as required below, will be your:

☒ 1<sup>st</sup> RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
Xx/xx/2019	The application fee allows two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Xx, xx, xx

The application fee allows two resubmittals. For the third review, the resubmittal fees are:

**Major Revision: 50% of original application fee.**  
**Minor Revision: 25% of original application fee.**

Summary of Fees: <http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml>

**NOTE:** Other fees may be due: see comments for any additional fees due for your development project. (example: Addressing fee)

**REQUIRED FOR THE SECOND (2ND) AND ALL SUBSEQUENT SUBMITTALS:**

**DIGITAL SIGNATURES – The use of PEDDS signing method sunsetted on June 30, 2015. Design professionals must use digital signatures that have been verified through a 3rd party Certificate Authority.**

This is a commercial service that the consultant would contract with a provider for. Seminole County does not endorse any specific certificate authority. Digital signing (with a certificate issued through a 3rd party Certificate Authority) should contain an image that includes the design professional's seal, name and license number. This is required by law for all design professional's and will be returned for correction if the signature does not meet the minimum requirements of the Florida Statutes and Florida Administrative Code.



Customers may, at their discretion, wish to send the County their digital signature certificate in advance of any reviews of their work. To do so, customers must complete the Digital Signature Affidavit form and follow the instructions as noted on the ePlan Review web page. <http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.stml>

Upon completion of your plan review process, Planning and Development staff must authorize and stamp plans for construction use. Once you receive an approval letter from Seminole County, the site contractor must contact Seminole County Planning and Development Inspections to schedule a pre-construction conference prior to the start of any site work. Upon issuance of the site permit, your approved drawings and/or documents will be released to you through the ePlan System. For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

**Cities:**

Altamonte Springs	(407) 571-8000	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7700	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1449	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3440	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5555	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5000	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-1800	<a href="http://www.winterspringsfl.org">www.winterspringsfl.org</a>

**Other Agencies:**

Florida Dept of Transportation	<b>FDOT</b>	<a href="http://www.dot.state.fl.us">www.dot.state.fl.us</a>
Florida Dept of Enviro Protection	<b>FDEP</b>	(407) 897-4100 <a href="http://www.dep.state.fl.us">www.dep.state.fl.us</a>
St. Johns River Water Mgmt Dist	<b>SJRWMD</b>	(407) 659-4800 <a href="http://www.sjrwmd.com">www.sjrwmd.com</a>
Health Department	<b>Septic</b>	(407) 665-3621

**Other Resources:**

Flood Prone Areas	<a href="http://www.seminolecountyfl.gov/gm/building/flood/index.aspx">www.seminolecountyfl.gov/gm/building/flood/index.aspx</a>
Watershed Atlas	<a href="http://www.seminole.wateratlas.usf.edu">www.seminole.wateratlas.usf.edu</a>
Seminole Co. Property Appraiser	<a href="http://www.scpafl.org">www.scpafl.org</a>