

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

The DRC Agenda can be found [here](#).

PROJECT NAME:	HIDDEN COVE MINOR PLAT - PRE-APPLICATION	PROJ #: 25-80000092
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	8/22/25	
RELATED NAMES:	EP KIM FISCHER	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	11-21-29-300-0040-0000	
PROJECT DESCRIPTION	PROPOSED MINOR PLAT FOR FOUR LOTS ON 10 ACRES IN THE PD ZONING DISTRICT LOCATED SOUTH OF HIDDEN WOODS COVE, WEST OF VIRGINIA AVENUE	
NO OF ACRES	10	
BCC DISTRICT	3: CONSTANTINE	
CURRENT ZONING	PD	
LOCATION	SOUTH OF HIDDEN WOODS COVE, WEST OF VIRGINIA AVENUE	
FUTURE LAND USE-	LDR	
SEWER UTILITY	N/A	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
SEAN CASSELL 185 HIDDEN WOODS COVE ALTAMONTE SPRINGS FL 32701 (321) 288-5606 SPCASSELL@HOTMAIL.COM	KIM FISCHER CYCORP ENGINEERING INC 1614 WHITE DOVE DRIVE WINTER SPRINGS FL 32708 (407) 405-7819 KIM@CYCORPENGINEERS.COM	

Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.

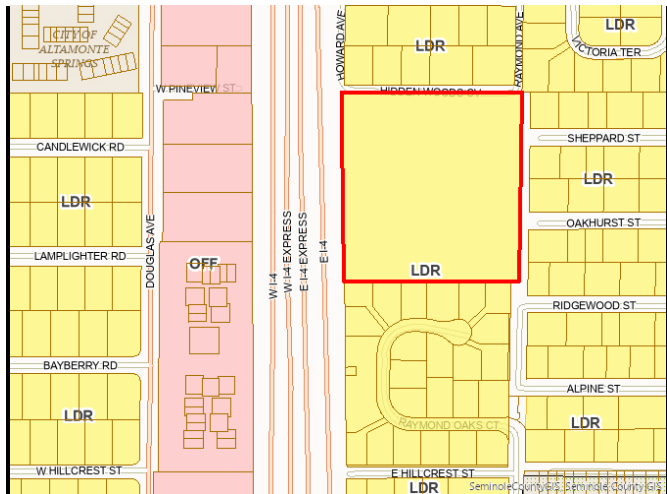
The development project review will be completed utilizing Electronic Plan Review (ePlan). For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide that can be found [here](#).

PROJECT MANAGER COMMENTS

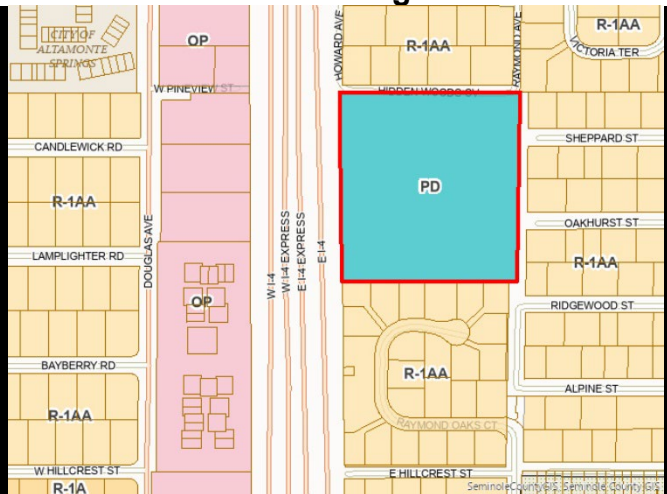
- The subject property has a Future Land Use of Low Density Residential and a zoning designation of Planned Development (PD).
- This property is located within the Hidden Woods Planned Development. The proposed four (4) lot subdivision does not meet conditions that were approved in the Development Order (DO) for the current PD. Therefore, in order to pursue a subdivision not accordance with the DO, a Rezone will be required.
- Any proposed zoning district shall be compatible with the Low Density Future Land Use designation. Alternatively, a PD Major Amendment may be pursued in order to change the conditions within the DO. A PD Major Amendment would still require that the development meet all PD requirements.

PROJECT AREA ZONING AND AERIAL MAPS

Future Land Use: LDR



Zoning: PD



Aerial



AGENCY/DEPARTMENT COMMENTS

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	The buffer is calculated based on project intensity versus surrounding property (or roadway, as applicable) intensity. The subject property will be assigned a Land Use Intensity (LUI) rating based on proposed density/intensity. The adjacent properties will be estimated per guidelines in the code (vacant vs developed). See the link below for calculating LUI. Sec. 30.14.6, https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBU_OPSP_S30.14.6DELAUSCLIN	Info Only
2.	Buffers and CPTED	A full buffer review will be done at time of rezone. Buffer requirements will be calculated based on project intensity, per Sec. 30.14.6. Upon submittal of plans, please provide 1. Net buildable Area. 2. Hours of Operation. 3. Floor Area Ratio. 4. Impervious Surface Ratio. 5. Building Height in feet in order to calculate required buffers. Based on preliminary evaluation of the proposal, no buffers will be required.	Info Only
3.	Buffers and CPTED	100 percent of landscaped areas are required to be irrigated. See the following link for requirements https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBU_OPSP_S30.14.18LAPLIRPLSURE	Info Only
4.	Comprehensive Planning	Policy FLU 5.2.1 Low Density Residential of the Comprehensive Plan lists the following as uses: Uses A Single family detached residences (site-built or modular), and/or Missing Middle housing typologies as defined in the Introduction Element (except for six-plexes, Courtyard Buildings, and Live/Work units), up to four dwelling units per net buildable acre; B Public elementary schools, public middle schools and public high schools; and C Special exception uses such as group homes, houses of worship, day care, guest cottages, home occupation, public utilities, and publicly owned parks and recreational areas. Proposed use appears to be consistent with the Low Density Residential (LDR) Future Land Use.	Info Only
5.	Comprehensive Planning	Site has a Future Land Use of LDR (Low Density Residential) and a maximum density of four dwelling units per net buildable acre.	Info Only
6.	Comprehensive Planning	Site is located in the Wekiva Study Area. Please note Comprehensive Plan Policy FLU 2.3.14 Wekiva Study Area Incorporated Objective and Policies.	Info Only
7.	Environmental Services	Seminole County Utilities has no issues with the proposed minor plat.	Info Only
8.	Environmental Services	The proposed lots are within Seminole County's potable water service area and are required to connect. There is an 8" PVC potable water main running along the east side of Raymond Avenue.	Info Only
9.	Environmental Services	The proposed lots are within Seminole County's sanitary sewer service area, but since we do not have any sanitary sewer lines nearby, onsite sewage treatment and disposal systems (OSTDS) aka septic systems would be needed to service them instead. To apply for an OSTDS permit (to construct, repair, modify, or abandon) follow link: https://www.flrules.org/gateway/reference.asp?No=Ref-14359 , download and complete an application form (DEP4015, page 1)	Info Only

		and submit it, along with a site plan (DEP4015, page 2), a building floor plan, and the required application fee to your local Florida Department of Health location. Please contact the Florida Department of Health for more information on septic system sizing, standards, and any other questions/concerns that you may have.	
10.	Environmental Services	The nearest possible sewer connection is a manhole near the northeast corner of Raymond Oaks Court and Raymond Avenue but the developer/property owners would have to extend a sewer force main or a gravity sewer main from this manhole up Raymond Avenue to service sewer to these new lots.	Info Only
11.	Environmental Services	The proposed lots are not within any reclaim irrigation service areas so irrigation will be provided by their potable water systems or by an alternative irrigation source such as an irrigation well.	Info Only
12.	Environmental Services	If you would like to see a utility GIS map of the area, please submit a request form by following the provided link: https://www.seminolecountyfl.gov/departments-services/utilities/utilities-engineering/utility-gis-information.stml This page can also be navigated to from our official website via Departments and Services -> Utilities -> Utilities Engineering -> Utility GIS Information. Once there, there will be a bold CLICK HERE in blue near the center of the page. A request form will be sent out to our department inbox for review, and we'll get back to you with a response as soon as we can. This is for the purpose of tracking the release of sensitive utility GIS map information.	Info Only
13.	Natural Resources	There are no wetlands indicated on this parcel according to our Seminole County Maps. ***Please be advised the county wetland maps can be used only as guidelines and cannot be used to make jurisdictional wetlands determination. A field determination can be made by a qualified environmental scientist. **	Info Only
14.	Natural Resources	The proposed development is partially within the Aquifer Recharge Overlay Zoning Classification (Astatula-Apopka Fine Sands soil type). Please see SCLDC 30.10.1 for regulations pertaining to this overlay.	Info Only
15.	Natural Resources	Reasonable efforts shall be made in the design and construction of all site improvements and alterations to save existing trees and native vegetation. Existing native vegetation that is specified to remain shall be preserved in its entirety with all trees, understory and ground cover left intact. Every effort shall be made to minimize alteration of the existing topography to preserve existing vegetation and maintain natural flow regimes. SCLDC 30.10.1.6(a)(3)	Info Only
16.	Natural Resources	The proposed development is within the Wekiva Study Area. Please see SCLDC 30.10.5.14 for regulations pertaining to this area.	Info Only
17.	Natural Resources	According to County maps, there may be karst features present on the subject parcel. A karst-specific geotechnical report may be required with site plan or final engineering submission.	Info Only
18.	Natural Resources	A clearing and construction setback of a minimum of fifty (50) feet from karst features is required. Clearing within the setback to stimulate canopy growth is permitted. Routine maintenance shall be permitted within the fifty (50) foot setback, outside of the natural buffer. Routine maintenance is limited to mowing of grass, and removal of underbrush and dead trees. SCLDC 30.10.5.14(a)(1)	Info Only
19.	Natural Resources	A minimum twenty-five (25) feet, average fifty (50) feet upland buffer, in the aggregate, within the development site, adjacent to	Info Only

		karst features is required. Buffers shall remain natural and undisturbed. SCLDC 30.10.5.14(a)(2)	
20.	Natural Resources	Karst features, and the required natural buffer, shall be placed in a conservation easement pursuant to subsection 30.10.5.14(e).	Info Only
21.	Planning and Development	INFORMATIONAL: County staff has reviewed the subject project based on the information you have provided to us and have compiled the following information for your use. Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time to time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review. Seminole County Land Development Code: http://www.seminolecountyfl.gov/guide/codes.asp Seminole County Planning & Development: http://www.seminolecountyfl.gov/gm/	Info Only
22.	Planning and Development	Property is within the Hiddenwoods Reserve PD and shall be developed in accordance with the approved PD Developer's Commitment Agreement and Master Development Plan. The proposed Minor Plat would constitute a significant deviation from the approved PD. This would require a rezone in order to establish new entitlements to the property. The proposed zoning district would need to be compatible with the area and Future Land Use Designation of Low Density Residential.	Info Only
23.	Planning and Development	Each proposed lot would have to meet minimum lot size of selected zoning district or established conditions if amending the existing PD.	Info Only
24.	Planning and Development	Minor Plat Criteria: 1) The parcel abuts and each created lot will abut existing dedicated public right-of-way that conforms to the County's standards for width; and (2) Each created lot shall have a minimum lot frontage of twenty feet (20'). (3) The development of the parcel would require no additional facility improvements to potable water, sanitary sewer, drainage facilities or roads; and (4) The parcel would be subdivided into no more than four (4) agricultural or residential lots or two (2) non-residential or non-agricultural lots; and (5) If septic tanks are to be utilized for sewage disposal, each lot must conform to the standards set forth in section 35.64; and (6) The subdivision of the parcel would meet all requirements of Part 4 of this Chapter which requirements may be waived by the Development Review Manager if he or she finds and determines that the general intent of this Chapter is met and the subdivision otherwise complies with State law.	Info Only
25.	Planning and Development	This subdivision may not be eligible for the Minor Plat process as proposed. The parcels as submitted in the sketch provided do not appear to have direct access onto existing dedicated public right-of-way that conforms to the County's standards for width. Raymond Avenue exists between the subject property and Sheppard Street and Oakhurst Street. This property would be held to the subdivision standards contained within Seminole County Land Development Code, Chapter 35. The subdivision process is a three	Info Only

		(3) step process. This includes the Development Plan (optional), Preliminary Subdivision Plan, and Final Plat. Please see the following link for more information: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH35SURE	
26.	Planning and Development	This parcel is a parcel of record as of the year 2000 and the year 1971, per tax records, indicating that it has not been subdivided.	Info Only
27.	Planning and Development	A Rezone may take between 3 - 4 months and involves a public hearing with the Planning & Zoning Commission followed by a public hearing with the Board of County Commissioners.	Info Only
28.	Planning and Development	<p>Community Meeting Procedures Section 30.3.5.3: Prior to staff scheduling the required public hearings, the Applicant must conduct a community meeting in compliance with SCLDC Sec.30.3.5.3 – Community Meeting Procedure (Ordinance #2021-30). The community meeting shall be held at least twenty (20) calendar days prior to the scheduled public hearing or public meetings in a location accessible to the public, near the subject property, and in a facility that is ADA compliant.</p> <p>Prior to scheduling a Community Meeting, please provide the project manager with a draft community meeting notification flyer to ensure the flyer meets the requirements of SCLDC Sec. 30.3.4.2(e) - Community Meeting Procedure, before mailing out the surrounding neighbors. After the Community Meeting has commenced the applicant will be required to upload or email the project manager the community meeting minutes, sign-in sheet, and addresses).</p>	Info Only
29.	Planning and Development	A School Concurrency Application (SIA) must be submitted to the Seminole County School Board at the same time concurrency is submitted to P&D for review. An Approved School Concurrency "SCALD" letter will be required before concurrency will be approved. All questions on School Concurrency should be directed to Joy Ford at 407-320-0560 or jford@scps.k12.fl.us.	Info Only
30.	Planning and Development	<p>Approval for a PD (Planned Development) Major Amendment is obtained through a two-step process:</p> <p>1st step- Approval of the PD (Planned Development) Rezone, which includes the new Master Development Plan (MDP) and amended Development Order. This process requires a public hearing before the Planning and Zoning (P&Z) Commission, followed by a public hearing before the Board of County Commissioners (BCC). The timeline may range between 4 to 6 months, depending on staff review timelines and Board agenda scheduling deadlines. (Per Sec. 30.8.5.6 (a) - the Applicant has 5 years from the date of approval of the Master Development Plan to submit for an FDP).</p> <p>2nd step- Approval of the new Final Development Plan (FDP) and amended Developer's Commitment Agreement which is approved administratively. (Per Sec. 30.8.5.9 If Substantial Development has not occurred within 8 years of approval of the Master Development Plan, the entitlements expire, and a rezone shall be required). Information on PD Rezoning can be found at: http://www.seminolecountyfl.gov/departments-</p>	Info Only

		services/development-services/planning-development/forms-applications-resources/rezoning-l-use-amendment-application.shtml	
31.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
32.	Public Safety - Fire Marshal	Adequate water supply with fire flow calculations for fire protection (hydrants) shall be provided per section 18.3 and 18.4 of NFPA 1.	Info Only
33.	Public Safety - Fire Marshal	Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.5.1.1	Info Only
34.	Public Safety - Fire Marshal	"All the following items shall be acknowledged and added to the site plan sheets as note: 1.Fire department access roads provided at the start of a project and shall be maintained throughout construction. (NFPA 1, 16.1.4). 2.A second entrance/exit might be required per AHJ if the response time for emergency is exceeded per NFPA 1, Section 18.2.3.3 Multiple Access Roads. 3.A water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material accumulates. This applies to both commercial and residential developments. (NFPA 1, 16.4.3.1). 4.Where underground water mains and hydrants are to be provided, they shall be installed, completed, and in service prior to construction work. (NFPA 1, 16.4.3.1.3). 5.Fire flow testing shall be performed in accordance with NFPA 291, recommended practice for fire flow testing. 6.A 36 in. clear space shall be maintained around the circumference of fire hydrants and a clear space of not less than 60 in. (1524 mm) shall be provided in front of each hydrant connection having a diameter greater than 21/2 in. NFPA 1, 18.5.7. 7.Hydrant shall be marked with a blue reflector in the roadway in accordance with NFPA 1, chapter 18.5.10. 8.Access to gated Subdivisions or Developments shall provide Fire Department access through an approved SOS and Seminole County Knox Key Switch. NFPA 1, 18.2.2.2"	Info Only
35.	Public Safety - Fire Marshal	Future building shall require : Access to a door: Fire department access roads shall extend to within 50 FT of at least one exterior door that can be opened from the outside and that provides access to the interior of the building per Section 18.2.3.2.1 NFPA 1	Info Only
36.	Public Safety - Fire Marshal	Future building shall require : Please verify the composition of the fire department access road (and driveway) to the structure. This shall be a compacted all weather surface and comprised of asphalt, concrete, millings, etc. It shall not consist of sugar sand. NFPA 1, 18.2.3.4.2	Info Only
37.	Public Safety - Fire Marshal	Future building shall require: Dead end fire department access roads in excess of 150 ft in length shall be provided with approved provisions for the fire apparatus to turn around per section 18.2.3.5.4 of NFPA 1	Info Only
38.	Public Safety - Fire Marshal	Please provide an ingress/egress easement maintenance agreement to continue in perpetuity ensuring continuous fire department access in accordance with FFPC and as established within the approved plans.	Info Only
39.	Public Works - Engineering	Raymond Avenue is not to County standard for width. Both Oakhurst Street and Sheppard Street are to standard for width and would be able to be accessed by the lots proposed.	Info Only
40.	Public Works - Engineering	Please note that at Building permit review each lot would have to do an engineered grading plan which would require some stormwater retention to be included.	Info Only

AGENCY/DEPARTMENT REVIEWER CONTACT

This section shows the reviewers of this project from the various County agencies.

Department	Reviewer	Email	Contact
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Building Division	Jay Hamm	jhamm@seminolecountyfl.gov	407-665-7468
Comprehensive Planning	David German	dgerman@seminolecountyfl.gov	407-665-7386
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764
Public Works - Impact Analysis	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5716

RESOURCE INFORMATION

Seminole County Land Development Code:

https://library.municode.com/fl/seminole_county/codes/land_development_code

Seminole County Comprehensive Plan:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/codes-regulations/comprehensive-plan/index.stml>

Development Services:

<http://www.seminolecountyfl.gov/departments-services/development-services/>

Seminole County Property Appraiser Maps:

<https://map.scpafl.org/>

Seminole County Wetland Information:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/wetl-dock-information.stml>

Wekiva Consistency form:

<https://www.seminolecountyfl.gov/docs/default-source/pdf/WekivaRiverAreaConsistencyFormNovember2024ADA.pdf>

FEMA LOMR (Letter of Map Revision):

www.fema.gov

Cities:

Altamonte Springs	(407) 571-8150	www.altamonte.org
Casselberry	(407) 262-7751	www.casselberry.org
Lake Mary	(407) 585-1369	www.lakemaryfl.com
Longwood	(407) 260-3462	www.longwoodfl.org
Oviedo	(407) 971-5775	www.cityofoviedo.net
Sanford	(407) 688-5140	www.sanfordfl.gov
Winter Springs	(407) 327-5963	www.winterspringsfl.org

Other Agencies:

Florida Dept of Transportation	FDOT		www.dot.state.fl.us
Florida Dept of Enviro Protection	FDEP	(407) 897-4100	www.dep.state.fl.us
St. Johns River Water Mgmt Dist	SJRWMD	(407) 659-4800	www.sjrwmd.com
Health Department	Septic	(407) 665-3605	www.floridahealth.gov

Other Resources:

Flood Prone Areas	www.seminolecountyfl.gov/gm/building/flood/index.aspx
Watershed Atlas	www.seminole.wateratlas.usf.edu