

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

**Comment Document – Initial Submittal**

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>

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|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| PROJECT NAME:                                                                                                               | PADDOCK WAY - FINAL ENGINEERING SUBDIVISION                                | PROJ #: 22-55200008                                                                                                                              |
| APPLICATION FOR:                                                                                                            | SUBDIVISION FINAL ENGINEERING PLAN                                         |                                                                                                                                                  |
| APPLICATION DATE:                                                                                                           | 12/02/22                                                                   |                                                                                                                                                  |
| RELATED NAMES:                                                                                                              | EP RAYMOND HARRISON                                                        |                                                                                                                                                  |
| PROJECT MANAGER:                                                                                                            | JOY GILES (407) 665-7399                                                   |                                                                                                                                                  |
| PARCEL ID NO.:                                                                                                              | 26-21-31-301-003A-0000+++                                                  |                                                                                                                                                  |
| PROJECT DESCRIPTION:                                                                                                        | FINAL ENGINEERING PLAN FOR 89 SINGLE FAMILY LOTS IN THE PD ZONING DISTRICT |                                                                                                                                                  |
| NO OF ACRES:                                                                                                                | 34.73                                                                      |                                                                                                                                                  |
| BCC DISTRICT:                                                                                                               | 1-Bob Dallari                                                              |                                                                                                                                                  |
| CURRENT ZONING:                                                                                                             | A-1                                                                        |                                                                                                                                                  |
| LOCATION:                                                                                                                   | NE OF ALAFAYA TRAIL AND PADDOCK WAY                                        |                                                                                                                                                  |
| FUTURE LAND USE:                                                                                                            | LDR                                                                        |                                                                                                                                                  |
| SEWER UTILITY:                                                                                                              | SEMINOLE COUNTY UTILITIES                                                  |                                                                                                                                                  |
| WATER UTILITY:                                                                                                              | SEMINOLE COUNTY UTILITIES                                                  |                                                                                                                                                  |
| APPLICANT:                                                                                                                  |                                                                            | CONSULTANT:                                                                                                                                      |
| RAYMOND HARRISON<br>DLC PADDOACK WAY, LLC<br>PO BOX 2181<br>ORLANDO FL 32802<br>(407) 765-3065<br>RAYMOND@HARRISONREALTY.CC |                                                                            | CHADWYCK MOORHEAD<br>MADDEN, MOORHEAD & STOKES, LLC<br>431 E HORATIO AVE STE 260<br>MAITLAND FL 32751<br>(407) 629-8330<br>NICOLE@MADDEN-ENG.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>

## AGENCY/DEPARTMENT COMMENTS

|    | Group                           | Reviewer Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Status        |
|----|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1. | Buffers and CPTED               | Please upload landscape plans for staff to review.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Not Met       |
| 2. | Environmental - Impact Analysis | Seminole County is the Water and Sewer service provider for this project. Capacity reservation will be required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Not Met       |
| 3. | Environmental Services          | The County only allows one lateral connection on a terminal manhole. Please make the change for Lots 25 through 28.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Not Met       |
| 4. | Environmental Services          | Change the flow direction for the lateral on Lot 16-17.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Not Met       |
| 5. | Environmental Services          | Lot 18's sewer lateral needs to connect to the main line, not a manhole.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Not Met       |
| 6. | Environmental Services          | Move fire hydrant assemblies further away from the sewer laterals in Paddock Way East on Lots 1 and 2; Lots 11 and 12; and Lots 57 and 58.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Not Met       |
| 7. | Natural Resources               | The site has favorable conditions for gopher tortoises. Please note new FFWCC rules pertaining to gopher tortoises and get any applicable state permits prior to construction.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Not Met       |
| 8. | Natural Resources               | It appears the FLUCCS classification for the northwest parcel has changed from 436 - Upland Scrub, Pine, and Hardwoods to 434 - Hardwood - Conifer Mixed, since a previous environmental report was submitted in July 2022. Please clarify why the classification has changed.                                                                                                                                                                                                                                                                                                                                                                          | Not Met       |
| 9. | Natural Resources               | The proposed project is within the Econ Protection Area. See SCLDC Chapter 30 Part 57 for requirements for development within the Econ Protection Area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Informational |
| 10 | Natural Resources               | Show location, size, and species of trees with minimum DBH of three (3) inches being removed and saved. SCLDC 60.22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Not Met       |
| 11 | Natural Resources               | Show tree preservation procedures for construction and development. SCLDC 60.22(c)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Not Met       |
| 12 | Natural Resources               | Show tree replacement table. SCLDC 60.22(f)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Not Met       |
| 13 | Natural Resources               | Show the required mix of tree species for tree replacement. SCLDC 60.4(h)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Not Met       |
| 14 | Natural Resources               | The preservation of any tree on the preferred tree replacement species list with a trunk diameter of twenty-four (24) inches and greater measured four and one-half (4.5) feet above the ground [Diameter at Breast Height (DBH)] may be considered as the basis for the Planning and Development Director, or his or her designee, granting a variance from the required replacement ratios or the literal application of the provisions of this chapter. Conditions of a variance so granted shall be made a part of the arbor permit. If you propose to remove a specimen tree, provide an evaluation from a Certified Arborist as to the condition. | Informational |
| 15 | Planning and Development        | The Overall Site Plan Sheet shows the north landscape buffer adjacent to Tract AE (25 ft wide Onslow Ave) as an easement on Lots 15-18; however, Site Plan Sheet C101 shows the landscape buffer as part of Tract LB1. Please rectify.                                                                                                                                                                                                                                                                                                                                                                                                                  | Not Met       |
| 16 | Planning and Development        | The approved Master Development Plan and the PSP/FDP shows Tract AE as 25 feet and the 10 foot wide Landscape buffer as Tract LB1 directly south of Tract AE. Site Plan Sheet C101 shows Tract                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Not Met       |

|    |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |
|----|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
|    |                            | AE as 15 feet wide. Please correct sheet C101.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |               |
| 17 | Planning and Development   | The Overall Site Plan Sheet shows Tract OS2 and Site Plan Sheet C101 does not show Tract OS2; please rectify.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Not Met       |
| 18 | Planning and Development   | Please darken east perimeter line of Tract LB3 and dimension the width of Paddock Way.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Not Met       |
| 19 | Planning and Development   | Please note that Tracts must be contiguous to share the same Tract label. The Overall Site Plan sheet shows the Tract LB1 label used for the buffer adjacent to Lot 18 and also for the buffer adjacent to the storm-water Tract OS3; however, those buffers do not appear to be contiguous due to the right-of-way Tract lying in-between.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Not Met       |
| 20 | Planning and Development   | Please quality check all Tract and Lot lines to ensure consistency with all plan sheets.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Not Met       |
| 21 | Public Safety - Addressing | (STREET SIGN/NAME) PLEASE NOTIFY HOME BUILDER/CONTRACTOR THAT ALL STREET SIGNS FOR THE DEVELOPMENT NEED TO BE INSTALLED AND HAVE PAST ADDRESSINGS INSPECTION, PRIOR TO ANY TYPE OF BUILDING PERMIT SUBMITTAL (FENCES/LIFT STATIONS/ WALLS, ETC), OTHERWISE THE PERMIT WILL BE REJECTED AND SENT BACK FOR CORRECTIONS. We have uploaded the street sign specs into the documents folder. It is the developer/owners responsibility to install all street signs for the development, prior to building permit approval. Street signs must be installed and inspected for all new developments, as the address for any type of building permit will be assigned to the internal street(s). All street signs require cross blades with the names of the intersecting streets. As determined by E911 Addressing, the sign blades must have the approved street name/spelling, proper designation and be placed in a location facing/fronting the correct street. No use of punctuation (hyphen, period, apostrophe) on street signs. If the street(s) are not built and permits are being submitted, signage can be placed at the main entry to the development and as roads are built, the street signs can be moved to their correct location. Contact E911 Addressing, email: addressing@seminolecountyfl.gov, after street signs are installed, as they require an inspection. Incorrect signs will be required to be corrected. For street sign requirements or questions, please contact Seminole County Traffic Engineering Division at 407-665-5677. Chapter 40.231 updated 4-27-2021 & SCLDC 90.6(A-L). | Informational |
| 22 | Public Safety - Addressing | Engineering requires the approved street names on the final engineering plans as it is the primary way for them to ensure names and placement of signs. This project will require 3 street names in total. 2 street names within the subdivision east of Paddock Way & 1 street name within the subdivision west of Paddock Way. Please submit Proposed street names to the Addressing Office for approval. Email: addressing@seminolecountyfl.gov . The approved street name designations are as follows: Circle (Subdivision east of Paddock Way) & Place & Court, Cove or Point - choose one (Subdivision west of Paddock Way).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Not Met       |
| 23 | Public Safety - Addressing | (STREET SIGN/NAME) Approved street names will be placed on a reserved street name list and will be held until the project is approved or recorded. Prior to approval, the approved street names are required to be labeled on final Site Plans, Engineering Plans                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Informational |

|    |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |
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|    |                            | and Recorded plats. Once the project has been approved or recorded, the unused street names will be deleted from the list. If the plan approval expires, the street names shall require additional review and approval at the time of re-submittal. (Office of Emergency Management Addressing Policy)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |               |
| 24 | Public Safety - Addressing | Please provide an aerial image showing an overlay of where the streets and buildings will be located. This will help us to determine the correct location to add the address points and draw in the street centerline on the 911 map.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Not Met       |
| 25 | Public Safety - Addressing | (ADDRESS ASSIGNMENT) The existing addresses on the property, parcel 26-21-31-301-003B-0000 is 2495 Paddock Way; 26-21-31-301-003H-0000 is 2483 Paddock Way; 26-21-31-301-003A-0000 is 2471 Paddock Way; 26-21-31-301-003G-0000 is 2459 Paddock Way; 26-21-31-301-003E-0000 is 2486 Paddock Way. Please contact the Office of Emergency Management Addressing Office by email: <a href="mailto:addressing@seminolecountyfl.gov">addressing@seminolecountyfl.gov</a> after demolition of the structures and we will remove the addresses from our database.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Informational |
| 26 | Public Safety - Addressing | (Subdivision Plats) The addressing fee for the subdivision east of Paddock Way for 58 lots + 1 entrance address & a Lift Station is \$750.00. The addressing fee for the subdivision west of Paddock Way for 29 lots + 1 entrance address is \$500.00. Prior to the final approval of each plat and recording, the addressing fee shall be paid by check or money order only, payable only to 'Seminole County' (No credit cards & no cash accepted). The fee can be mailed to Seminole County Addressing Section 3rd Floor, 150 Eslinger Way, Sanford, FL 32773. In person payments accepted by appointment only. Please call 407-665-5045, 407-665-5191, 407-665-5190 or email <a href="mailto:addressing@seminolecountyfl.gov">addressing@seminolecountyfl.gov</a> (Addressing Policy)                                                                                                                                                                                                                                                                       | Informational |
| 27 | Public Safety - Addressing | 911 Addressing does not need to review building permits for fences or walls. Therefore, these potential items should be discussed with the Developer, on which parcels the fence or wall work will be done. It is suggested to contact the Building Division prior to submitting your permit at 407-665-7050, as the Building Division will determine how many permits are required for each affected parcel. The Information Kiosk web map found at the following link may be helpful. <a href="https://www.seminolecountyfl.gov/departments-services/information-services/gis-geographic-information-systems/">https://www.seminolecountyfl.gov/departments-services/information-services/gis-geographic-information-systems/</a> The maps direct link is: <a href="https://seminolegis.maps.arcgis.com/apps/webappviewer/index.html?id=668252d321334112be7534024b972bc6">https://seminolegis.maps.arcgis.com/apps/webappviewer/index.html?id=668252d321334112be7534024b972bc6</a> . Please forward this comment to the home builder & potential contractors. | Informational |
| 28 | Public Safety - Addressing | (PLAT) Subdivisions will be pre-addressed within (14) working days after recording the plat in the public records. Until the plat is recorded any addresses associated to the project are subject to change. SCLDC 90.5.6 (d). You are welcome to email: <a href="mailto:addressing@seminolecountyfl.gov">addressing@seminolecountyfl.gov</a> a copy of the recorded plat, with the plat book and page number inscribed and we may be able to release addresses sooner provided, the fees have been paid.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Informational |
| 29 | Public Safety - Addressing | (Development Name) There are two sections that will access separately from Lake Hayes Road and this creates two separate subdivisions. To avoid duplicate or similar names, the name by                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Informational |

|    |                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |
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|    |                              | which a new development shall be legally known in the County, shall be submitted for compliance review to the email:addressing@seminolecountyfl.gov. The approved names shall be the only conspicuous name posted or advertised on signage and shall also be the title on the proposed plats. Following approval of the site or final engineering plan, the applicant shall have one (1) year to commence construction. If no site construction has commenced within (1) one year, the project is considered expired and any approved development name, including street names, that have been reserved, will be removed from the reserve list and considered void. (90.10(b)(c)(e)), (177.051) |               |
| 30 | Public Safety - Addressing   | There are two properties that will still access from Paddock Way and are addressed as such. Please ensure the Paddock Way street signs remains during and after construction for 911 Emergency Response Purposes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Informational |
| 31 | Public Safety - Addressing   | STREET SIGN/NAME) Prior to street name submittals, please review the uploaded attachment in documents folder: Street Sign and Street Naming Info combined which explains how to select a street name and provides links to check existing & reserved names. Street sign specs are also included in this document. SCLDC 90.6 (A-L)                                                                                                                                                                                                                                                                                                                                                              | Informational |
| 32 | Public Safety - Fire Marshal | 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       |
| 33 | Public Safety - Fire Marshal | 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       |
| 34 | Public Safety - Fire Marshal | Provide Fire Lane Signage per NFPA 1, 2018 ED, CH 18, 18.2.3.6.3 (Florida Specific)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Not Met       |
| 35 | Public Safety - Fire Marshal | Gates shall open all the way to 20 feet for fire department access. Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.4 (2018 Edition) Fire Department Padlock (Knox) for manual gates shall be provide. Fire department SOS for electrically operated gates, Siren Operated Sensor with a battery back-up and an approved Knox key switch (Open all the way to 20 feet for fire department access) in accordance with NFPA 1, section 18.2.2.2 (2018) shall be provided.                                                                                                                     | Not Met       |
| 36 | Public Safety - Fire Marshal | New fire hydrants must also be tested after installation. The developer shall demonstrate satisfactory test results. (NFPA 1, 18.3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Not Met       |
| 37 | Public Safety - Fire Marshal | Additional comments may be generated upon resubmittal.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Not Met       |
| 38 | Public Works - Engineering   | The access easement AE is not sufficient to cover the existing road. Please provide a 25-foot minimum access easement tract.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Not Met       |
| 39 | Public Works - Engineering   | Please show the stop bars even though they are called out. Please label the stop bar and stop signs at the entrance to Street A and end of Street C. Please show the stop sign and bar at the entrance to Street C                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Not Met       |
| 40 | Public Works - Engineering   | The Paddock Way road should be improved to a reasonable standard as the HOA will be responsible for it. We have already had complaints on 2 previous subdivisions off of easements such as                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Not Met       |

|    |                                |                                                                                                                                                                                                                                                                                                                                 |         |
|----|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
|    |                                | this that the HOA is not maintaining to a reasonable standard. The maintenance schedule is now required to be stated on the plans and the Covenants. Please propose minimum maintenance schedule specifications where the road can be asked by the owners to request for the road to be repaired outside that minimum schedule. |         |
| 41 | Public Works - Engineering     | The ROW dedications for RW1 and RW2 are required to be HOA not County. Please revise accordingly.                                                                                                                                                                                                                               | Not Met |
| 42 | Public Works - Engineering     | The drainage system for each phase of a project must be capable of standing on its own independent of future development. Engineering Standards Manual 2.1.3(A).                                                                                                                                                                | Not Met |
| 43 | Public Works - Engineering     | Multiple inconsistencies were found on the plans. Please verify and coordinate all plans, profiles, sections and details. Specifically, see . Sheets                                                                                                                                                                            | Not Met |
| 44 | Public Works - Engineering     | Show all erosion control on the plans (e.g., silt fence, rubble rip-rap, pond outfall protection, etc.) Engineering Standards Manual 2.6.                                                                                                                                                                                       | Not Met |
| 45 | Public Works - Engineering     | Provide a copy of approved SJRWMD ERP (or letter of exemption) required prior to pre-construction meeting. (informational)                                                                                                                                                                                                      | Not Met |
| 46 | Public Works - Engineering     | Provide the FEMA Flood Hazard Classification with date and map number shown on plans. Delineate flood hazard areas if more than one classification exists onsite. Provide BFE's (base flood elevations) where applicable. Engineering Standards Manual 2.4.5 (A)10.                                                             | Not Met |
| 47 | Public Works - Engineering     | Compensation must be provided for any encroachment into the floodplain. If the floodplain is being altered in any way, or if the current FEMA FIRM map for the property is in question, a LOMC (letter of map change) must be submitted to FEMA and must be approved by the County. Engineering Standards Manual 2.4.5 (E)      | Not Met |
| 48 | Public Works - Engineering     | Provide and show minimum allowable easements and adequate access easements on the plans. Engineering Standards Manual 2.3                                                                                                                                                                                                       | Not Met |
| 49 | Public Works - Engineering     | No permanent structures such as walls (unless part of a drainage system) should be located in drainage or utility easements.                                                                                                                                                                                                    | Not Met |
| 50 | Public Works - Impact Analysis | A traffic impact study (TIS) is required for this development prior to final approval. The TIS should be prepared in accordance with the Seminole County Traffic Impact Study Guidelines. A proposed TIS methodology is to be submitted to staff for review and approval prior to submittal of the TIS itself.                  | 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               | Reviewer Comments                 |
|----------------------------|----------------|---------------------------------|----------------------|-----------------------------------|
| Public Safety - Addressing | Amy Curtis     | acurtis@seminolecountyfl.gov    | Corrections Required | Amy Curtis 407-665-5191           |
| Planning and Development   | Joy Giles      | jgiles@seminolecountyfl.gov     | Corrections Required | Joy Giles                         |
| Environmental Services     | Paul Zimmerman | pzimmerman@seminolecountyfl.gov | Corrections Required | Paul Zimmerman, PE (407) 665-2040 |
| Environmental -            | Becky Noggle   | bnoggle@seminolecountyfl.gov    | Corrections          |                                   |

|                                      |                 |                                |                      |                     |
|--------------------------------------|-----------------|--------------------------------|----------------------|---------------------|
| Impact Analysis                      |                 |                                | Required             |                     |
| Public Safety - Fire Marshal         | Diane Gordon    | dgordon@seminolecountyfl.gov   | Corrections Required | 407.665.2681        |
| Natural Resources                    | Sarah Harttung  | sharttung@seminolecountyfl.gov | Corrections Required | Phone: 407-665-7391 |
| Public Works - Engineering           | Jim Potter      | jpotter@seminolecountyfl.gov   | COMMENTS FORTHCOMING |                     |
| Building Division Review Coordinator | Tony Coleman    | acoleman@seminolecountyfl.gov  |                      |                     |
| Public Works - Impact Analysis       | William Wharton | wwharton@seminolecountyfl.gov  | Corrections Required |                     |
| Buffers and CPTED                    | Maya Athanas    | mathanas@seminolecountyfl.gov  | Corrections Required | (407) 665-7388      |
| Building Division                    | Tony Coleman    | acoleman@seminolecountyfl.gov  | No Review Required   |                     |

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:                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| 1/27/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | The application fee allows two resubmittals.<br><i>Note: No resubmittal fee for small site plan</i> | Joy Giles, Jim Potter, Amy Curtis, Paul Zimmerman, Becky Noggle, Diane Gordon, Sarah Harttung, Bill Wharton, Maya Athanas |
| <p>The application fee allows two resubmittals. For the third review, the resubmittal fees are:</p> <p>Major Revision: 50% of original application fee.<br/>Minor Revision: 25% of original application fee.</p> <p>Summary of Fees: <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml</a></p> <p><b>NOTE:</b> Other fees may be due: see comments for any additional fees due for your development project. (example: Addressing fee)</p> <p>REQUIRED FOR THE SECOND (2ND) AND ALL SUBSEQUENT SUBMITTALS:</p> <p><b>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.</b></p> |                                                                                                     |                                                                                                                           |

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>                                                                               |