

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

Comment Document – Second Resubmittal

PROJECT NAME:	ENCORE AT HILLVIEW - REZONE	PROJ #: 24-20000005
APPLICATION FOR:	PZ - REZONE (EXCL PD)	
APPLICATION DATE:	3/15/24	
RELATED NAMES:	EP KIM FISCHER	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	22-21-29-300-0180-0000	
NO OF ACRES	3.42	
BCC DISTRICT	3-LEE CONSTANTINE	
LOCATION	ON THE NORTH SIDE OF HILLVIEW DR, EAST OF SR 434	
FUTURE LAND USE-	HDR	
APPLICANT:	CONSULTANT:	
ZACH MILLER 8241 VIA BONITA ST SANFORD FL 32771 (407) 222-0692	KIM FISCHER CYCORP ENGINEERING 1614 WHITE DOVE DRIVE WINTER SPRINGS FL 32708 (407) 405-7819 KIM@CYCORPENGINERS.COM	

NOTICE:

This notice applies to those Applications for a development permit that are certified by a professional listed in s. [403.0877](#).

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

NO.	REVIEWED BY	TYPE	STATUS
1.	Building Division	All site lighting on Commercial parcels requires a building permit prior to commencement of work. This is a standalone permit separate from all other required permits.	Info Only
2.	Building Division	Vertical construction will require a separate Building permit and will be reviewed for and shall be designed and built in accordance with the 8th ed. Florida Building Code, Chapters 3, 4, 5, 6, 7 and 9, for 1) USE, 2) Height and area limitations, 3) Construction types and horizontal separation distances, 4) Building element protection and 5) Sprinkler and Alarm requirements and all other code requirements.	Info Only
3.	Comprehensive Planning	The subject property has High Density Residential (HDR) Future Land Use (FLU) designation. The purpose and intent of this land uses designation is to provide for a range of residential development at a maximum density of 20 dwelling units per net buildable acre. The proposed development is consistent with the HDR FLU, in terms of density.	Info Only
4.	Environmental Services	This development is not within Seminole County's utility service area. Please coordinate with the City of Altamonte Springs to service it. No review required.	Info Only
5.	Planning and Development	The required building setbacks for the R-3A zoning district are twenty (25) feet, along the perimeter of the proposed subdivision. On the site plan sheet under the site data table, please remove the minimum building setbacks for the interior lot lines they are not consistent with the R-3A zoning district.	Unresolved
6.	Planning and Development	On the site plan sheet under the site data table, please revise the maximum allowable building height to state thirty-five (35) feet not sixty (60) feet.	Unresolved
7.	Planning and Development	The Applicant will be required to redo their Community Meeting since the proposed development was for apartments not townhomes. Community Meeting Procedures Section 30.49. Prior to staff scheduling the required public hearings, the Applicant must conduct a community meeting in compliance with SCLDC Sec.30.49 – 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. At the time of the Rezone staff requires the Applicant to provide the Community Meeting Flyer, community meeting minutes, addresses, and sign in sheet from the community meeting.	Unresolved
8.	Planning and Development	The School Impact Analysis letter needs to be revised to state a rezone to R-3A and the number of townhome units.	Unresolved

9.	Planning and Development	Please provide a letter from the City of Altamonte Springs that they will be providing the potable water and sanitary sewer for the proposed project. The letter that was provided stated that they wanted Seminole County to provide services since it is outside the City of Altamonte service area. Environmental Services stated that the subject site is outside of Seminole County service area.	Unresolved
10.	Planning and Development	The proposed roadway cannot encroach into Tract D (open space). Please revise to place the private roadway outside of Tract D.	Unresolved
11.	Planning and Development	Please provide a scale bar on the development plan.	Unresolved
12.	Planning and Development	On the site plan sheet, please provide a tentative dimension of the proposed point of access.	Unresolved
13.	Planning and Development	On the site plan sheet, please demonstrate where the proposed subdivision sign will be located on site.	Unresolved
14.	Planning and Development	Sec. 30.4.8.3 (d) - Recreation and open space comprising no less than twenty-five (25) percent of the gross acreage, exclusive of the perimeter buffer, shall be set aside for usable recreation and open space.	Info Only
15.	Public Safety - Fire Marshal	1. Parking Restrictions: i. Access roadway widths less than 27 paved feet must have fire lane markings on a minimum of one side of the roadway. Parking is not allowed on at least one side of the street. ii. Parking is not allowed within 20 feet on either side of any fire hydrant (Detail FD-1 located at the end of Chapter 3 of this manual). iii. Parking is not permitted within any cul-de-sac(s) or dead-end(s).	Info Only
16.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
17.	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
18.	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
19.	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	Info Only

		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 2 1/2 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"	
20.	Public Safety - Fire Marshal	Hose Lay: Fire Department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first floor of the building is located not more than 150 FT (450 FT if equipped with an AUTOMATIC FIRE SPRINKLER SYSTEM) from Fire Department access roads measured by an approved route around the exterior of the building or facility (Section 18.2.3.2.2 and 18.2.3.2.2.1 NFPA 1)	Info Only
21.	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
22.	Public Safety - Fire Marshal	NO PARKING Signage and yellow striping for all fire department appliances such as FDCs, fire hydrants and fire department lanes shall be provided in accordance with NFPA 1, 18.2.3.6.1	Info Only
23.	Public Safety - Fire Marshal	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
24.	Public Safety - Fire Marshal	Include turning radius analysis with plans. * Turning radius analysis based on aerial truck Specifications. (Section 18.2.3.4.3. NFPA 1) Fire Truck Parameters: Pierce Arrow XT Chassis Aerial Platform 100 Inside Cramp Angle: 40 Degrees Axle Track: 82.92 inches Wheel Offset: 5.30 inches Tread Width: 17.5 inches Chassis Overhang: 68.99 inches Additional Bumper Depth: 22 inches Front Overhang: 90.99 inches Wheelbase: 270 inches Overall length: 581.75 inches Calculated Turning Radius: Inside Turn: 25 ft. 7 in. Curb to Curb: 41 ft. 8 in. Wall to Wall: 48 ft. 5 in. Overall length: 48 ft 6in.	Info Only
25.	Public Safety - Fire Marshal	New and existing fire hydrants shall be identified on plan to meet the requirements of section 18.5 of NFPA 1.	Info Only

26.	Public Safety - Fire Marshal	Verify compliance with table 18.5.4.3 for maximum fire hydrant fire flow capacity distance to the building, and number of hydrants.	Info Only
27.	Public Works - County Surveyor	<p>Please do not show Hillview as platted right of way. The right of way according to the plat stops at the plat. The Applicant must determine, who owns the right of way to determine if you have legal access. If the Applicant cannot determine who has ownership of the right of way, then please, label the right of way line as monumented, or described if their deed calls out the right of way. This was not done, please remove the term platted from within the right of way as it is not platted, and ownership and recording are undetermined at this time. The Rezone should be placed on hold on this until the right of way is resolved to the county's satisfaction.</p> <p>Reviewer Response: Raymond Phillips - 11/25/24 8:44 AM</p> <p>Resolved post comment: The Applicant needs to understand that the County Surveyor will not approve a plat where Seminole County does not own the adjacent right of way.</p>	Info Only
28.	Public Works - County Surveyor	I appreciate that the right of way for tract A will be private in favor of the homeowner's association	Info Only
29.	Public Works - Engineering	No specific issues with the rezone for traffic and stormwater. Please note that at final engineering the plans will have to coordinate with the Hillview Drive County Project. There are known issues with drainage in the area and additional retention may be required.	Info Only

Agency / Department Mark Up Comments

Comments within this section of the comdoc are from mark-ups on the individual plan sheets or documents in the ePlan system that correspond with the file identified in column "File Name".

30.	Planning and Development	Please remove the proposed future land use under the site data.	01-DEVELOPMENT PLAN.pdf	Unresolved
31.	Planning and Development	Per Sec. 30.14.2.3 (f) - Except as provided in this paragraph, no parcel of property or portion thereof, no parcel of property or portion thereof, less than forty (40) feet wide and seven thousand five hundred (7,500) square feet in size, shall be counted toward the designated open space requirement. If there are Open space areas within the development that are less than forty (40) feet in width containing paved or stabilized paths for pedestrians and/or bicycles shall be exempt from this requirement if such paths are part of a comprehensive circulation system serving the entire development. Tract F and Tract G are too small to count toward the required open space. Please revise the total open space calculation to remove Tract F and Tract G and provide other areas on site that meet the requirements for open space calculation.	01-DEVELOPMENT PLAN.pdf	Unresolved
32.	Planning and Development	Please revise the school table to match the revised School Impact Analysis letter.	01-DEVELOPMENT PLAN.pdf	Unresolved
33.	Planning and Development	The proposed density under the site data table is not consistent with the proposed density stated under open space/density table. Please revise to be consistent.	01-DEVELOPMENT PLAN.pdf	Unresolved
34.	Planning and Development	Please remove the building height, building setbacks and interior lot line building setbacks, this information has been provided under the site data table.	01-DEVELOPMENT PLAN.pdf	Unresolved
35.	Planning and Development	Please revise the building setbacks under the site data table to state twenty-five (25) foot perimeter building setbacks for the Front, Side and Rear.	01-DEVELOPMENT PLAN.pdf	Unresolved
36.	Planning and Development	Please revise the perimeter building setback line to state twenty-five (25) feet not thirty-five (35) feet.	01-DEVELOPMENT PLAN.pdf	Unresolved
37.	Planning and Development	Please provide the ORB and Page numbers and the plat name.	01-DEVELOPMENT PLAN.pdf	Unresolved

38.	Planning and Development	Please revise the proposed density to state the total units per acre.	01-DEVELOPMENT PLAN.pdf	Unresolved
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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	STATUS	REVIEWER
Public Safety - Fire Marshal	Approved	Matthew Maywald
Buffers and CPTED	Approved	Maya Athanas
Natural Resources	Approved	Sarah Harttung
Comprehensive Planning	Approved	Maya Athanas
Environmental Services	No Review Required	James Van Alstine
Public Works - Impact Analysis	No Review Required	William Wharton
Public Works - Engineering	Review Complete Recommend Approval	Jim Potter
Planning and Development	Corrections Required	Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov
Public Works - County Surveyor	Approved	Raymond Phillips
Building Division	Approved	Tony Coleman

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

1st RESUBMITTAL (due to the new workflow for the townhome review)

DATE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
12/12/24	Annie

The initial application fee allows for the initial submittal review plus two resubmittal reviews. For the fourth review and each subsequent review, the resubmittal fees are as follows:

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

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

Upon completion of your plan review process, Planning & Development staff must authorize and stamp plans for construction use. **UPON RECEIPT OF THE APPROVAL LETTER**, the site contractor must then contact Seminole County Planning & Development Inspections Supervisor,

Keith Denton, at 665-7409, to schedule a pre-construction conference and pay the site inspection fee prior to the start of any site work. Once this meeting as occurred and Planning and Development has been notified by Public Works Development Inspections that a site permit was issued, 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>

**Sincerely,
SEMINOLE COUNTY GOVERNMENT
DEVELOPMENT SERVICES
PLANNING & DEVELOPMENT STAFF**