

SEMINOLE COUNTY GOVERNMENT
 1101 EAST FIRST STREET, 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 [HERE](#).

PROJECT NAME:	CHAPMAN COUNTRY ACRES REPLAT - PSP	PROJ #: 26-55100001
APPLICATION FOR:	DR - SUBDIVISIONS PSP	
APPLICATION DATE:	1/26/26	
RELATED NAMES:	EP THOMAS SKELTON	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	27-21-31-300-0010-0000+++	
PROJECT DESCRIPTION	PROPOSED PRELIMINARY SUBDIVISION FOR 9 SINGLE FAMILY HOME DEVELOPMENT ON 19.09 ACRES	
NO OF ACRES	19.09	
BCC DISTRICT	1-Bob Dallari	
CURRENT ZONING	A-1	
LOCATION	ON THE SOUTHEAST SIDE OF E CHAPMAN RD, EAST OF PINE CROSS CT	
FUTURE LAND USE-	LDR	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
JACK MICHAEL MOSHELL 779 E CHAPMAN RD OVIEDO FL 32765 (407) 694-6763 [REDACTED]	THOMAS H SKELTON AMERICAN CIVIL ENGINEERING COMPANY 207 N MOSS RD WINTER SPRINGS FL 32708 (407) 327-7700 [REDACTED]	

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments from the ePlan review system. These items need responses with further information, data, explanation or revision of plans and documents before project approval.

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

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

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

State Permits that may be required:

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

PROTECT YOURSELF FROM FRAUDULENT INVOICES

Seminole County has received reports of fraudulent invoices targeting applicants in the Planning, Building Permitting, and Development Review processes. These invoices may appear professional and may use the County’s logo, address, or terminology. However, they are not legitimate County communications. Seminole County never requests wire transfer payments for Planning or Building Permitting fees. All official fee invoices are issues through County online payment systems and can be verified by contacting the Development Services Department.

If you receive any invoice or payment request that appears suspicious or unfamiliar, contact the Planning Department at (407) 665-7371 or the Building Department at (407) 665-7050 prior to making any payment.

AGENCY/DEPARTMENT COMMENTS

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	The density is not changing and is consistent with existing character of the area. There is no buffer required against a local road. Therefore, no buffers are required.	Info Only
2.	Building Division	- Standard building permit will apply - Each separate building and structure requires a separate permit. Example: Standalone building, fences, pools etc...	Info Only
3.	Building Division	- Standard pool permit will apply- All pools require barriers for safety purposes per FBC (R) R4501.17	Info Only
4.	Comprehensive Planning	Please provide the wetland delineation and mitigation documents.	Unresolved
5.	Comprehensive Planning	The subject properties have and LDR (Low Density Residential) Future Land Use designation. The plan states it has R-1 FLU. Please correct it to state Low Density Residential.	Unresolved
6.	Comprehensive Planning	Additional comments may be generated based on review of the wetland delineation and mitigation documents.	Unresolved
7.	Environmental Services	Seminole County Utilities has no objection to the proposed preliminary subdivision plan.	Info Only
8.	Natural Resources	Upland buffers are not needed between an impacted wetland and the remaining wetland.	Unresolved
9.	Natural Resources	Show more detailed grading between the dry ponds, lots, and the remaining wetland.	Unresolved
10.	Natural Resources	Provide any wetland mitigation documents for the proposed wetland impacts.	Unresolved
11.	Natural Resources	Specimen tree: Live oak, magnolia, bald cypress and longleaf pine trees twenty-four (24) inches DBH or greater. SCLDC Chapter 2	Info Only
12.	Natural Resources	Historic tree: Any live oak, bald cypress, or longleaf pine thirty-six (36) inches or greater DBH that is determined by Seminole County to be of such unique and intrinsic value to the general public because of its size, age, historic association or ecological value as to justify this classification. Prior to removal of any live oak, bald cypress, or longleaf pine thirty-six (36) inches or greater DBH, a report from a certified arborist must be submitted detailing the condition of the tree, if the condition of tree has a rating over 3 or above, the tree must be inspected by the Natural Resource Officer prior to removal. Any tree designated a Florida State Champion shall likewise be within this definition.	Info Only
13.	Natural Resources	Based on preliminary analysis, there may be endangered and threatened wildlife on the subject property. A threatened and endangered study along with a species of special concern survey will be required prior to final engineering or site plan approval. SCLDC 45.1(a)	Info Only
14.	Natural Resources	Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h)	Info Only

15.	Natural Resources	Impervious surfaces placed beneath the drip line of any preserved tree shall not exceed forty (40) percent of the drip-line area and shall not be placed closer than six feet from the trunk of any such trees without prior approval from the Development Services Director, or designee. SCLDC 60.8(f)	Info Only
16.	Natural Resources	Replacement of non-specimen trees shall be based on a one-to-one ratio of the cumulative DBH of the trees to be removed to the cumulative caliper of the trees to be installed. Specimen trees shall be replaced on a two-to-one ratio of the cumulative caliper of the trees to be installed to the cumulative DBH of the trees removed. SCLDC 60.9(d)(1)	Info Only
17.	Natural Resources	No applicant may be required to replace more than ninety caliper inches per acre (prorated for fractional acres) for each development approval or permit, as the case may be, upon demonstration that the applicant has avoided the removal of protected trees to the maximum extent practicable. SCLDC 60.9(d)(1)	Info Only
18.	Natural Resources	The cumulative DBH of specimen trees preserved on site shall count two (2) to one (1) toward meeting the total replacement requirement. SCLDC 60.9(d)(6a) The cumulative DBH of protected non-specimen trees preserved on site shall count one (1) to one (1) toward meeting the total replacement requirement.	Info Only
19.	Natural Resources	Trees located within a designated conservation area shall not count toward replacement requirements. SCLDC 60.9(d)(7)	Info Only
20.	Natural Resources	If the Development Services Director determines that the number of trees to be planted is unfeasible, then the applicant can account for the remainder of the required caliper inches by paying \$125 per caliper inch into the Arbor Trust Fund. SCLDC 60.9(d)(8)	Info Only
21.	Natural Resources	In the case of a subdivision development, an application for an arbor permit shall accompany the preliminary subdivision plan of said subdivision and shall be submitted to the Development Review Division for review. SCLDC 60.10(a)(1)	Info Only
22.	Natural Resources	In the case of any development which requires site plan approval by the Planning and Zoning Commission, the Board of County Commissioners, or both; permits for removal, relocation or replacement of trees covered under this Chapter 60 shall be obtained by making application at the time of site plan submittal. SCLDC 60.10(a)(2)	Info Only
23.	Natural Resources	The review may include, but need not be limited to, a field check of the site and referral of the application for recommendations to other appropriate administrative departments or agencies. SCLDC 60.10(d)	Info Only
24.	Natural Resources	No subdivision may be approved that would result in the removal of over seventy-five (75) percent of existing trees, with trunk diameters of six (6) inches	Info Only

		or greater, from any site, unless the Planning Manager finds that the development of the site would be severely restricted. Special consideration and credit will be given to the retention of trees having a trunk diameter of twenty-four (24) inches or larger. Special consideration will be given for waterfront features and shoreline protection as specified in Chapter 71 of this Code. SCLDC 35.61(b)	
25.	Natural Resources	Each platted lot must have a buildable area equal to the minimum lot size requirement of the applicable zoning district and located above the 100-year floodplain elevation or wetlands line, whichever is higher. Any portion of the platted lot which lies below the 100-year floodplain elevation or wetlands line must be dedicated to the public as a drainage easement, a conservation easement, or both. SCLDC 35.61(c)	Info Only
26.	Natural Resources	The proposed development is within the Econlockhatchee River Protection Overlay. Please see SCLDC 30.10.4.5 for regulations pertaining to this overlay.	Info Only
27.	Natural Resources	Rare upland habitats shall be preserved in order to maintain the essential characteristics and viability of the rare habitats. When determined to be feasible by the County, property which contains rare upland habitats should be connected to other communities through preservation of land as mitigation for wetland impacts which are authorized by law. Preserved rare upland habitats shall be eligible for the award of density credits in accordance with the terms of this Part. SCLDC 30.10.4.5(b)(9)	Info Only
28.	Natural Resources	In the Econ, there is a 50 ft. setback from all wetlands connected to the Big Econ River and its tributaries. There is a 50 ft. average, 25 ft. minimum setback from all isolated wetlands within the Econ River Basin. Both the wetlands and upland buffers must be placed within the conservation easement, but the buffer area can be counted towards net buildable area. SCLDC 30.1085	Info Only
29.	Natural Resources	Provide the full wetland delineation report.	Unresolved
30.	Natural Resources	Please provide a sealed or certified tree survey prepared by a professional surveyor, completed within the past 2 years. Show the location, DBH, common name, and, if applicable, indicate specimen tree status of all protected and preserved trees. SCLDC 60.10(b)(1)	Unresolved
31.	Natural Resources	Sufficient separation, as determined by the County, shall be provided between stormwater management structures and conservation areas (such as, by way of example and not by way of limitation, properties assigned the conservation land use designation pursuant to the provisions of the Seminole County Comprehensive Plan pursuant to the Land Development Code of Seminole County),	Info Only

		conservation easements as defined by Section 704.06, Florida Statutes, and similar properties in order to insure that no adverse impact occurs to the hydrologic regime of the conservation areas.	
32.	Natural Resources	The upland buffers on lots 8 and 9 appear to be wetlands. Buffer requirements after mitigation will be determined through the permitting process.	Info Only
33.	Planning and Development	Please provide a School Impact Analysis (SIA). At the time of Final Plat submittal, 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.	Unresolved
34.	Planning and Development	The access easement is not permitted as proposed. Per SCLDC Sec. 35.64, lots not having full frontage on a street shall each have an accessway of at least twenty (20) foot width and suitable for access by emergency vehicles. Please revise to provide a ROW tract in accordance with engineering comments and code requirements.	Unresolved
35.	Planning and Development	Please note that the definition of net buildable as follows; the total number of acres within the perimeter boundaries of a development, excluding areas devoted to rights-of-way widths, transmission and power line easements, lakes and areas defined as wetlands and floodprone areas. Please include a revised net buildable acreage calculation showing any ROW dedication to Chapman and internal ROW subtractions as well as wetlands and floodplain as applicable.	Unresolved
36.	Planning and Development	On the PSP, please amend building area on the lots to state "net buildable area" and include the area of each lot in accordance with the net buildable acreage definition. Each lot should retain one (1) acre of net buildable area.	Unresolved
37.	Planning and Development	Please note: any portion of the platted lot which lies below the 100-year floodplain elevation or wetlands line must be dedicated to the public as a drainage easement, a conservation easement, or both.	Info Only
38.	Planning and Development	On the PSP, please show setbacks from existing structures to proposed lot lines to ensure all structures are meeting setbacks.	
39.	Planning and Development	On the PSP, please revise the Future Land Use to read Low Density Residential, not R1. Please also state the maximum density is four (4) dwelling units per net buildable acre.	Unresolved
40.	Planning and Development	The proposed wetland areas to remain (4.16 acres) subtracted from gross acreage (19.09 acres) equates to 14.93 acres, not 14.94. Please update. I do realize if subtracted in sq. ft. this equates to 14.9353 which would round up, but for sake of continuity of the equation in acreage provided please revise. This number will likely change anyways based on	Unresolved

		potential floodplain and ROW subtractions. Please be sure all calculations are clear and easily followed.	
41.	Planning and Development	On the PSP, please provide a tract table which indicates the maintenance of each tract. Please be sure to put the internal ROW and retention areas in tracts and denote within the tract table.	Unresolved
42.	Planning and Development	The subject property is not located in the Bear Management Area. Please remove the note.	Unresolved
43.	Planning and Development	On the PSP, please add a note that states this project is in the Econlockhatchee River Protection Area and will adhere to all applicable Seminole County Comprehensive Plan and Land Development Code requirements.	Unresolved
44.	Planning and Development	On the PSP, please clarify the size of the utility and drainage easement on the east side of Lot 1. The lighter dashed line seems to indicate a large portion.	Unresolved
45.	Public Safety - Addressing	On the Final Engineering and the Final Plat, please do not reference the address "779 E. Chapman Road" or any address. Addresses shall not be labeled on a Final Engineering or plat of record.	Info Only
46.	Public Safety - Addressing	(STREET SIGN/NAME) Do not abbreviate street name designations on the Final Engineering and the Final Plat. The street designations are required to be abbreviated on the street signs. The approved street name designations and their proper abbreviations are as follows: E Chapman Road and Pine Cross Court.	Info Only
47.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) There are existing addresses to both Pine Cross Court and E Chapman Road. It appears that the access does change for 765 E Chapman Road and 779 E Chapman Road. Since those properties are proposed to access from Pine Cross Court, they will be readdressed from E Chapman Road to Pine Cross Court. A notification letter will be mailed to each property owner notifying them that their address will change after the plat is recorded and once their current driveway changes (no longer accessing E Chapman Road and their access will be from Pine Cross Court. Please keep our office updated of when the driveway will change as it will trigger the readdress. This is a Public Safety concern for them to be addressed to E Chapman Road and their access is from Pine Cross Court. Is there anyone else that needs to receive a copy of the notify letter? Feel free to contact Amy Curtis at 407-665-5191 or email: addressing@seminolecountyfl.gov	Info Only
48.	Public Safety - Addressing	(Development Name) The existing subdivision name "CHAPMAN COUNTRY ACRES" will remain same name as in CHAPMAN COUNTRY ACRES Plat Book 80 Pages 90 & 91.	Info Only
49.	Public Safety - Addressing	The street names are required to be labeled on the Final Engineering Plan and the Final Plat.	Info Only

50.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) All building/unit number(s) shall be issued by the Seminole County 911 Administration, Addressing Office. SCLDC 90.5	Info Only
51.	Public Safety - Addressing	ADDRESS ASSIGNMENT) Address and applicable fees for proposed lots 7, 8 & 9 will be determined at permitting upon the approved site plan. SCLDC 90.4(A) (C)	Info Only
52.	Public Works - County Surveyor	I have reviewed the submitted survey and have no comments at this time except that this survey will not be able to be used for the plat submittal as it is not a clean boundary survey. And it does not meet the requirements of signature and seal by 5j-17 FAC.	Info Only
53.	Public Works - Engineering	Chapman Road does not appear to be 20' for a portion of the end of the road. The County requires 20' minimum to develop off of. Please verify the roadway is at least 20' wide or show it to be widened to a point that is 20' wide.	Unresolved
54.	Public Works - Engineering	There is required to be a five-foot wide sidewalk on all roadway frontages. This includes Chapman Road and the new internal roads. Please show a sidewalk on the south side of Chapman Road along the property frontage. Also show a 5' sidewalk along both sides of the internal subdivision road.	Unresolved
55.	Public Works - Engineering	The County has finished the Econlockhatchee Drainage Basin study. There is now a 100-year flood elevation associated with the property. The flood elevation is 56.41' NAVD88. Please show this contour line elevation on the PSP and the survey. No impacts to the County flood plain will be allowed without volumetric compensation.	Unresolved
56.	Public Works - Engineering	The County requires that all post development flood plains be placed in conservation and cannot be county as net buildable area for lots. Please show post development areas. If compensating storage is needed, please show where it is intended as most of the site is wetlands as well. Volumetric Compensation may not be reasonably possible.	Unresolved
57.	Public Works - Engineering	The Country does not generally accept pavers as a County Standard paved roadway surface. The existing paver driveway most likely does not meet County Standards for roadway structure. The Seminole County Public Works Engineering Manual requires all private roadways to meet all public standards. Either revise the roadway to paved or concrete or a waiver will be required, and the final engineering plan will have to be shown to meet County standards.	Unresolved
58.	Public Works - Engineering	Please revise the Cul-de-sac to the County required 42' minimum radius.	Unresolved
59.	Public Works - Engineering	Please remove the standard details from the PSP plan. Please also remove all final engineering grading from the PSP plans.	Unresolved
60.	Public Works - Engineering	While not needed now at final engineering a double row of silt fence will be required along the wetland.	Info Only

61.	Public Works - Engineering	This wetland seems to be isolated, and land locked per the new Basin study. Show a positive legal outfall or hold the entire 100-year, 24-hour storm event onsite without discharge.	Unresolved
62.	Public Works - Engineering	The County requires that the roadway Right-of-way (ROW) be a tract except in the rural area. The site is not in the rural area and needs to be a ROW tract and not an easement.	Unresolved
63.	Public Works - Engineering	The ponds may not be sufficient for the site. The ponds need to meet County standards for slopes, berms and grading back into the wetlands. The impacted area may be much larger than shown. Please revise the pond to better address potential grading, berms etc. No specific design information is needed at this time.	Unresolved
64.	Public Works - ROW Review	The right-of-way width for Chapman Road (adjacent to the subject parcels) as depicted on the boundary survey from Ireland & Associates Surveying, Inc. and with the latest revision date of 6/4/2025 concurs with our records.	Resolved
65.	Public Works - ROW Review	The right-of-way recording information depicted on the boundary survey is incorrect. The northern half of the right-of-way within Section 22-21-31 is ORB 95, PG 274 and not PG 272. The right-of-way recording information for the southern half of the right-of-way within Section 27-21-31 is ORB 95, PG 279, and not PG 268.	Unresolved

DEPARTMENT PROJECT STATUS AND CONTACT

This section shows the reviewers of this project from the various departments.

Department	Reviewer	Email	Contact	Status
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	Approved
Building Division	Daniel Losada	dlosada@seminolecountyfl.gov	407-665-7468	Approved
Comprehensive Planning	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388	Corrections Required
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143	No Review Required
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014	Review Complete Recommend Approva
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391	Corrections Required
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	Corrections Required
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177	Approved
Public Safety - Addressing	Amy Curtis	acurtis@seminolecountyfl.gov	407-665-5191	Corrections Required
Public Works- County Surveyor	Raymond Phillips	rphillips@seminolecountyfl.gov	407-665-5647	Approved
Public Works- ROW Review	Neil Newton	nnewton@seminolecountyfl.gov	407-665-5711	Corrections Required
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Corrections Required
Public Works - Impact Analysis	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Approved

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

1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
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2/26/2026	<p>The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i></p>	<p>Kaitlyn Apgar, Maya Athanas, Sarah Harttung, Jim Potter, Amy Curtis, Neil Newton</p>
<p>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: Major Review (3+ reviewers remaining) – 50% of original application fee Minor Review (1-2 reviewers remaining) – 25% of original application fee</p> <p>Summary of Fees: http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml</p> <p>NOTE: Other fees may be due. See comments for any additional fees due for your development project. (example: Addressing fee)</p>		

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	www.altamonte.org
Casselberry	(407) 262-7700	www.casselberry.org
Lake Mary	(407) 585-1449	www.lakemaryfl.com
Longwood	(407) 260-3440	www.longwoodfl.org
Oviedo	(407) 971-5555	www.cityofoviedo.net
Sanford	(407) 688-5000	www.sanfordfl.gov
Winter Springs	(407) 327-1800	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) 665-3621	

Other Resources:

Flood Prone Areas	www.seminolecountyfl.gov/gm/building/flood/index.aspx
Watershed Atlas	www.seminole.wateratlas.usf.edu
Seminole Co. Property Appraiser	www.scpafl.org