

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

Comment Document – Initial Submittal

PROJECT NAME:	SNOWBALL PLAZA DAYCARE - PD REZONE	PROJ #: 24-20500004
APPLICATION FOR:	PZ - PD	
APPLICATION DATE:	5/16/24	
RELATED NAMES:	Z2024-010	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	18-21-29-504-0000-0060	
PROJECT DESCRIPTION	PROPOSED REZONE FROM RP TO PD FOR AN OFFICE/DAYCARE FACILITY ON .55 ACRES LOCATED ON THE SOUTH SIDE OF SR 436, EAST OF HUNT CLUB BLVD	
NO OF ACRES	.55	
BCC DISTRICT	3-Lee Constantine	
LOCATION	ON THE SOUTH SIDE OF SR 436, EAST OF HUNT CLUB BLVD	
FUTURE LAND USE-	OFF	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
DAN OHSIE D & E SNOWBALL, LLC 1851 SWEETWATER WEST CIR APOPKA FL 32712 (407) 772-0733 DSEMAILBOX@DSEORL.COM	DAVE SCHMITT P.E. DAVE SCHMITT ENGINEERING INC 12301 LAKE UNDERHILL RD ORLANDO FL 32828 (407) 207-9088 OHSIEDANIEL@ICLOUD.COM	

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

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

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

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

State Permits that may be required:

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

AGENCY/DEPARTMENT COMMENTS

No.	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	Please add the proposed landscape buffering on the overall site plan.	Unresolved
2.	Buffers and CPTED	For a complete Buffer Review Please provide the following with the site plan application: 1. Net buildable Area. 2. Hours of Operation. 3. Floor Area Ratio. 4. Impervious Surface Ratio. 5. Building Height in feet.	Unresolved
3.	Buffers and CPTED	PD CRITERIA: If a PD is proposed: Per Sec. 30.8.5.3 - Review criteria. of the Land Development Code: "In addition, PD zoning may be approved only when the Board determines that the proposed development cannot be reasonably implemented though existing provisions of this Code, and that a PD would result in greater benefits to the County than development under conventional zoning district regulations." Please indicate with the rezone application if alternative landscaping is proposed that will result in greater benefits to the County.	Unresolved
4.	Building Division	All structures that are required to be accessible per the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction, shall show the accessible route from the required accessible parking spaces to the accessible entrance to the structure.	Info Only
5.	Building Division	In accordance with the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction, at least one accessible route shall connect accessible buildings, facilities, elements, and spaces that are on the same site.	Info Only
6.	Building Division	The location of accessible parking spaces, loading zones, sidewalks, and exit ramps shall meet requirements of the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction.	Info Only
7.	Building Division	Food service establishments shall provide a minimum 750 gallon grease trap per Florida Administrative Code 64E-6.	Info Only
8.	Building Division	A change of occupancy classification will require a permit and possibly an alteration to the existing structure to comply with current code (8th ed. Florida Existing Building Code, Chapter 9.) Example: Business to Mercantile, Residential to Commercial	Info Only
9.	Building Division	All site lighting on Commercial parcels require a building permit prior to commencement of work. This is a standalone permit separate from all other required permits.	Info Only
10.	Building Division	Vertical construction will require a separate Building permit and will be reviewed for, and shall be designed	Info Only

		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.	
11.	Comprehensive Planning	Please add the proposed maximum floor area (FAR) ratio to the master development plan sheet. The Office Future Land Use allows up to 0.35 FAR.	Unresolved
12.	Comprehensive Planning	Please add the proposed allowable uses on the master development plan sheet. The allowable uses in the Office Future Land Use are: A. Conversion of existing residential structures to low intensity professional office uses; B. General office development; C. Nursery schools, libraries, laboratories, and day care centers; D. Public elementary schools, public middle schools, and public high schools; and E. Special exception uses such as hospitals, funeral homes, medical clinics, banks, and public utility and service structures. F. Missing Middle residential units within an office development, where such use occupies no more than 20 percent of next buildable area and 49 percent of total floor area.	Unresolved
13.	Environmental Services	This development is within Seminole County's water/sewer service areas and is already connected to our system. We have no issues with the proposed rezone.	Info Only
14.	Planning and Development	Based on Sec. 30.8.5.5 (4) - please provide a Vicinity map showing the location of the proposed development, relationship to surrounding streets and thoroughfares, existing zoning on the site and surrounding areas, existing land use on the site and surrounding areas within 500 feet.	Unresolved
15.	Planning and Development	Based on Sec. 30.8.5.5, please provide a digitally signed and sealed boundary survey and separate legal description of the property as a pdf.	Unresolved
16.	Planning and Development	Based on Sec. 30.8.5.5 (4) - please provide a Graphic plan showing topography.	Unresolved
17.	Planning and Development	On the overall site plan sheet under the site data, please provide a list of proposed permitted uses.	Unresolved
18.	Planning and Development	On the landscape sheet, please provide general buffer widths, opacities, and dimension on the site layout the buffer width requirements.	Unresolved

19.	Planning and Development	On the overall site plan sheet under the site data table, please provide building height and number of stories.	Unresolved
20.	Planning and Development	On the overall site plan sheet, please identify and state all utility service suppliers.	Unresolved
21.	Planning and Development	Please provide an analysis of the impact of the proposed planned development on roads, schools, utilities, and other public facilities. -- SCLDC Sec. 30.445	Info Only
22.	Planning and Development	The submittal requirements for a master development plan and PD Rezone may be modified by the Development Services Director as appropriate for a specific application. -- SCLDC Sec. 30.445(a)(1)	Unresolved
23.	Planning and Development	The subject property is within the Countys Urban Bear Management Area and must comply with the requirements outlined in Chapter 258 of the Seminole County Code of Ordinances (2015-33). http://www.seminolecountyfl.gov/core/fileparse.php/4073/urll/Bear-Management-Ordinance-Final-Approved-Document.pdf	Info Only
24.	Planning and Development	Per Sec. 30.8.5.11 (d) – Commonly Accessible Open space. Open space area requirements for planned developments shall be provided as indicated below, and unless otherwise stated within the master development plan or PD development order, shall meet the criteria of Section 30.14.2.2. (1) Minimum eight (8) percent of net buildable acres shall be designed as commonly accessible open space, which shall be included as a part of total open space requirements. (2) Open Space may be provided in multiple locations however each location must be: a. Bordered by streets, stormwater ponds, natural lakes, or commonly accessible pedestrian pathways. b. Not less than 0.25 contiguous acres. c. c. A minimum of forty (40) feet in width. Except that open space areas adjacent to a stormwater pond or natural lake may be a minimum of twenty (20) feet in width from the top of berm to the public right-of-way or lot line. Dog parks and tot	Info Only

		<p>lots that are a minimum of seventy-five (75) square feet per dwelling unit are also exempt from this requirement and may count towards open space. Dog parks must contain waste disposal receptacles and appropriate signage.</p> <p>(3) Required sidewalks may be incorporated into the park areas as ADA-compliant pathways subject to Crime Prevention Through Environmental Design (CPTED) design principles (pathways should not be obscured behind hedges, utility structures, or other large objects).</p> <p>(4) Stormwater ponds must be amenitized as follows:</p> <ul style="list-style-type: none"> a. Stormwater ponds must be open to the community and not fenced. b. Fifty (50) of pond frontage must be open to streets or parks. Where pond frontage is along a park, a walkway (minimum five (5) feet in width) is required unless adjacent to a street with a sidewalk. c. Landscaped areas must comply with the provisions of Section 30.14.16 (General provisions for all landscaped areas) and (Water-efficient landscaping design requirements). 	
25.	Planning and Development	Prior to scheduling a Community Meeting, please provide the project manager with a draft community meeting notification flyer to ensure the flyer meets the requirements of SCLDC Sec. 30.49 - Community Meeting Procedure, before mailing out the surrounding neighbors. After the Community Meeting has commenced the applicant will be required to upload or email the project manager the community meeting minutes, sign-in sheet, and addresses).	Unresolved
26.	Planning and Development	The Applicant will be required to get a license for the Daycare facility through the state.	Info Only
27.	Planning and Development	Staff shall transfer the conditions from the last Development Order from 2007 to the new Development Order for the PD Rezone. The 2007 Development Order is located in the resources folder in eplan.	Info Only
28.	Planning and Development	New Public Notification Procedures are required for all Future land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Public Notification Procedures link in the Resources tab located at the top of your ePlan task window or below for the requirements: https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf	Info Only

29.	Planning and Development	On the overall site plan sheet under the site data, please state the proposed Zoning is PD (Planned Development).	Unresolved
30.	Planning and Development	On the overall site plan sheet, please provide the maximum allowable Floor Area Ratio (F.A.R.). The subject site has an Office Future Land Use designation which allows a maximum Floor Area Ratio (F.A.R.) of 0.35.	Unresolved
31.	Planning and Development	Please place a note on the plan stating verbatim, "The maintenance of the eight (8) foot high stucco block wall with cap and landscaping, along Chadwick is required to be maintained throughout the life of the building".	Unresolved
32.	Planning and Development	A PD Rezone may take between 4 - 6 months and involves a public hearing with the Planning & Zoning Commission followed by a public hearing with the Board of County Commissioners. Properties greater than ten (10) acres will require a second Adoption hearing with the Board of County Commissioners.	Info Only
33.	Planning and Development	The PD Master Development Plan and Development Order shall define the overall intent of the PD, including but not limited to, permitted and prohibited uses; the maximum density or intensity; access points; building setbacks; and buffers.	Info Only
34.	Planning and Development	Approval for a PD (Planned Development) is obtained through a two-step process. The first step is BCC Board approval of the PD Rezone with a Master Development Plan & Development Order. The second step consists of Final Development Plan (may include engineering for Commercial development) approval by the Development Services Director along with the recording of the Developer's Commitment Agreement. Information on PD Rezoning can be found at: http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/rezoning-l-use-amendment-application.shtml	Info Only
35.	Planning and Development	Per Policy FLU 2.3.12 (B)(3)(a)- Aquifer Recharge Areas (FLU Exhibit-21) the site impervious surface shall not exceed 65% for non-residential uses. On the overall site plan sheet under the site data, please state the maximum impervious for the site is sixty-five (65) percent.	Unresolved
36.	Planning and Development	Per FLU 2.3.12 (B)(3)(b)- With the exception of handicapped parking spaces, no more than 25% of the total number of required off-street parking spaces shall not be paved. On the overall site plan under the site data, please place a note on the plan that twenty-five (25) percent of the off-street parking spaces shall not be	Unresolved

		paved.	
37.	Planning and Development	Based on FLU Policy 5.3.1 (C) Office Uses - Nursery schools and daycare centers are a permitted use under the Office Future Land Use.	Info Only
38.	Planning and Development	If the Applicant is varying from the off-street parking requirements in the SCLDC (Seminole County Land Development Code) they will be required to provide a parking study to show that the reduced parking is acceptable for the permitted use.	Info Only
39.	Planning and Development	On the site plan sheet under the site data, please provide the hours of operation.	Unresolved
40.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: Utility lines will be designed to meet Seminole County requirements.	Unresolved
41.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: Utility easements dedicated to Seminole County shall be provided over all water and sewer mains located outside the public right of way.	Unresolved
42.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: All project signage shall comply with the Seminole County Land Development Code.	Unresolved
43.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: Project will be constructed in _____ phase.	Unresolved
44.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: Dumpster enclosure will meet Seminole County Land Development Code Sec. 30.1233 – Miscellaneous design standards.	Unresolved
45.	Planning and Development	On the overall site plan, please place this note verbatim under the notes section: Outdoor lighting will comply with Seminole County Land Development Code Sec. 30.1234. – Outdoor Lighting Requirements.	Unresolved
46.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms. Future daycare use shall require fire sprinkler system per FFPC 8th ed, 16.3.5.1 - all new day care occupancies shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with section 9.7.	Info Only
47.	Public Safety - Fire Marshal	All existing fire department access road shall remain in place.	Info Only
48.	Public Safety - Fire Marshal	Change of occupancy/use shall be permitted through the SC building department. Additional code requirements for New Day Care occupancy can be found within the FFPC 8th ed chapter 16.	Info Only
49.	Public Safety -	Please show any existing hydrants on plans during site	Info Only

	Fire Marshal	plan review.	
50.	Public Works - Engineering	The ADA space in front of the building does not meet requirements for the drive aisle. Please either relocate the space next to the other ADA space or remove it if it is not needed.	Unresolved
51.	Public Works - Engineering	The landscape plan and the site plan are not consistent. Please make the plans match.	Unresolved
52.	Public Works - Engineering	There are several spaces and the drive aisle in front of the building that would not be able to be utilized by a normal vehicle. Please label these spaces as compact spaces.	Unresolved
53.	Public Works - Engineering	The parking is substantially less than what is required. The uses should be limited to specific uses that will address the proposed parking. Please address this issue.	Unresolved

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".

54.	Planning and Development	Please revise the name of the plan to state Master Development Plan.	03 - OVERALL SITE PLAN.pdf	Unresolved
55.	Planning and Development	Please provide the name of the Planned Development in the title block.	03 - OVERALL SITE PLAN.pdf	Unresolved
56.	Planning and Development	Please state these as Existing Zoning and Existing Future Land Use.	03 - OVERALL SITE PLAN.pdf	Unresolved
57.	Planning and Development	Please move the parcel number under the site data.	03 - OVERALL SITE PLAN.pdf	Unresolved
58.	Planning and Development	Please provide dimensions of all boundary lines.	03 - OVERALL SITE PLAN.pdf	Unresolved
59.	Planning and Development	Based on the name in the title block as daycare the parking calculations are not correct. If the applicant is proposing a daycare facility the parking calculations are 1 space/employee. Please revise the parking space accordingly based on	03 - OVERALL SITE PLAN.pdf	Unresolved

		the permitted uses that are being proposed.		
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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
Buffers and CPTED	Corrections Required	Maya Athanas 407-665-7388 mathanas@seminolecountyfl.gov
Environmental - Impact Analysis	No Review Required	Becky Noggle
Environmental Services	Approved	James Van Alstine
Public Works - Engineering	Corrections Required	Jim Potter 407-665-5764 jpotter@seminolecountyfl.gov
Planning and Development	Corrections Required	Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov
Comprehensive Planning	Corrections Required	Maya Athanas 407-665-7388 mathanas@seminolecountyfl.gov
Natural Resources	No Review Required	Sarah Harttung
Public Works - Impact Analysis	No Review Required	William Wharton
Public Safety - Fire Marshal	Approved	Matthew Maywald
Building Division	Review Complete Recommend Approval	Jay Hamm

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

1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
7/1/24	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Maya, Annie, Jim

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

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 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