

Document date:

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

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

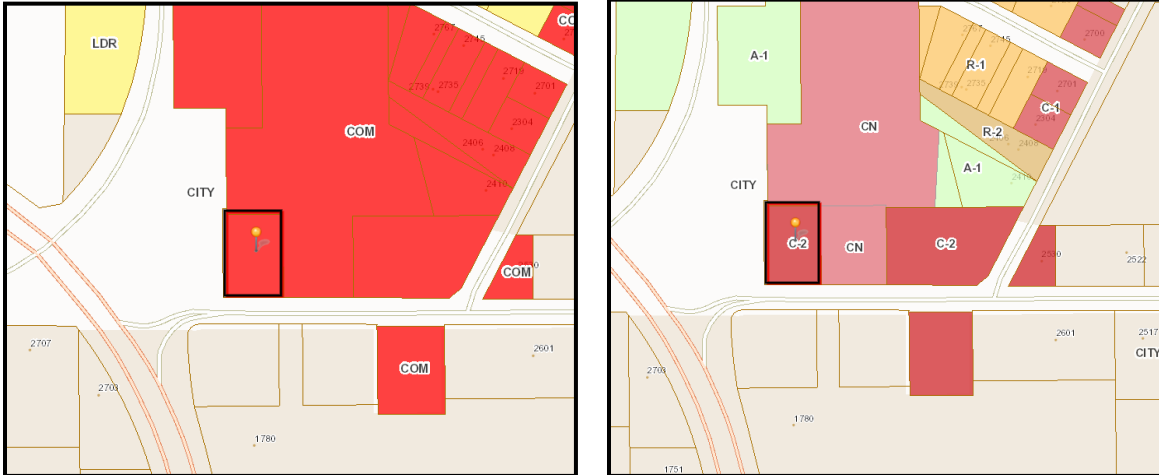
PROJECT NAME:	USED CAR DEALERSHIP - PRE-APPLICATION	PROJ #: 24-80000064
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	5/13/24	
RELATED NAMES:	EP JUAN BAUTISTA	
PROJECT MANAGER:	YVONNE D'AVANZO (407) 665-7354	
PARCEL ID NO.:	35-19-30-300-0160-0000	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR A USED CAR DEALERSHIP ON 0.46 ACRES IN THE C-2 ZONING DISTRICT LOCATED ON THE NORTH SIDE OF COUNTRY CLUB RD, EAST OF AIRPORT BLVD	
NO OF ACRES	0.46	
BCC DISTRICT	5: HERR	
CURRENT ZONING	C-2	
LOCATION	ON THE NORTH SIDE OF COUNTRY CLUB RD, EAST OF AIRPORT BLVD	
FUTURE LAND USE-	COM	
APPLICANT:	CONSULTANT:	
JUAN BAUTISTA UPFER LLC 814 E HARBOUR CT OCOEE FL 34761 (407) 369-3599 SUPPORT@UPFER.COM	N/A	

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

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

PROJECT AREA ZONING AND AERIAL MAPS

The subject site has a Commercial Future Land Use with C-2 (General Commercial), zoning classification which allows automobile sales as a permitted use.



AGENCY/DEPARTMENT COMMENTS

REF #	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	Buffer information can be found here: https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU	Info Only
2.	Buffers and CPTED	Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups.	Info Only
3.	Buffers and CPTED	Parking lot landscaping will be required in accordance with SCLDC Sec. 30.14.13.	Info Only
4.	Buffers and CPTED	A full buffer review will be done at time of site plan review, or at rezone if rezoning to a Planned Development.	Info Only
5.	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.	Info Only
6.	Buffers and CPTED	Per Sec. 30.14.15. Screening: Mechanical equipment, refuse areas, and utilities visible from residential properties or public rights-of-way must be screened in accordance with this section.	Info Only
7.	Building Division	Any building construction and/or modification will require Building permits and engineered plans to meet the current 8th ed (2023) Florida Building Codes.	Info Only
8.	Building Division	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
9.	Building Division	A hard surface accessible route from the required accessible parking spaces to the accessible entrance to the structure shall be required.	Info Only
10.	Building Division	Site lighting and signage will require separate building permits.	Info Only
11.	Comprehensive Planning	The purpose and intent for this land use is to identify locations for a variety of commercial uses including neighborhood and community shopping centers, convenience stores, retail sales, highway oriented commercial, and other commercial services. This land use should be located at the intersections of major roadways and along major roadways as infill development where this use is established. The maximum intensity permitted in this designation is 0.35 floor area ratio.	Info Only

12.	Comprehensive Planning	Proposed use is allowable within the current FLU designation.	Info Only
13.	Comprehensive Planning	Proposed use is located within the County/City of Sanford Joint Planning Area, and staff recommends contacting the city for a potential pre-annexation agreement.	Info Only
14.	Environmental Services	This development is not within Seminole County's utility service area. Please coordinate with the City of Sanford to service it.	Info Only
15.	Natural Resources	According to the county wetland maps, wetlands are possibly located in the northeast corner of the property. ***Please be advised the county wetland maps can be used only as guidelines and cannot be used to make jurisdictional wetlands determination. A field determination can be made by a qualified environmental scientist. **	Info Only
16.	Natural Resources	Wetland boundaries need to be delineated by a wetlands specialist and approved by Seminole County and staff of FDEP if residential not in the WRPA or SJRWMD if residential in the WRPA or if in a Commercial plat. The plat must show the approved wetland line and provide the date and name of the SJRWMD reviewer.	Info Only
17.	Natural Resources	A 15-foot minimum, 25-foot average undisturbed upland buffer must be provided from all approved jurisdictional wetland boundaries.	Info Only
18.	Natural Resources	Conservation easements dedicated to Seminole County will be required over the wetlands and required buffers, and all property within the 100-year flood plain.	Info Only
19.	Natural Resources	Resources for wetland information: St. Johns River Water Management District: www.sjrwmd.com Florida Department of Environmental Protection: www.dep.state.fl.us Seminole County Map Resources: www.seminolecountyfl.gov Wetland and Flood Prone: Under ONLINE SERVICES / Interactive Maps / Information Kiosk Quadrangles: DEPARTMENTS/ Information Technologies / GIS / Maps available for viewing / Wetland quadrangle maps. Seminole County Property Appraiser Map Resources: http://www.scpafl.org Zoning, Future Land Use, FEMA, Aerials	Info Only
20.	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
21.	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,	Info Only

		indicate specimen tree status of all protected and preserved trees. SCLDC 60.10(b)(1)	
22.	Natural Resources	Dead or declining trees, as determined by a certified arborist, are exempt from arbor regulations. SCLDC 60.4(f)	Info Only
23.	Natural Resources	Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h)	Info Only
24.	Natural Resources	The canopy trees listed in Chapter 30 Part 14 Approved Plant List Table or from the Florida Friendly Landscaping Guide may be used as replacement stock without prior approval. SCLDC 60.9(a)	Info Only
25.	Natural Resources	Reasonable efforts should be made to preserve specimen trees. A permit to remove a specimen tree shall be granted when one or more of the following items do not allow for reasonable options to preserve the tree(s): Grading and drainage requirements within the drip line of canopy trees; The construction of a building; The installation of required utilities; or Access to and immediately around proposed structures. SCLDC 60.9(c)	Info Only
26.	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
27.	Natural Resources	Canopy trees used for replacement shall be a minimum of ten (10) feet in height and have a caliper no less than three (3) inches. SCLDC 60.9(d)(3)	Info Only
28.	Natural Resources	Understory trees shall not make up more than twenty-five (25) percent of the total number of trees planted to meet the required replacement for the site. Understory trees used for replacement shall be a minimum of four (4) feet in height and have a caliper no less than one and a half inches. SCLDC 60.9(d)(4)	Info Only
29.	Natural Resources	Palm trees listed in the recommended stock may be used as replacement trees with the following ratio: one (1) inch of palm caliper = 0.33 inches of canopy or understory tree. Palm trees may not account for more than twenty (20) percent of the required replacement trees. SCLDC 60.9(d)(5)	Info Only
30.	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)	Info Only
31.	Natural Resources	Trees located within a designated conservation area shall not count toward replacement requirements. SCLDC 60.9(d)(7)	Info Only

32.	Natural Resources	When ten (10) or more trees are required to be planted on a site to meet the requirements of Chapter 60, a mix of trees shall be provided at least one (1) of which shall be native to the Central Florida Region and no single tree species may constitute more than fifty (50) percent of the trees planted. SCLDC 60.9(d)(9)	Info Only
33.	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
34.	Natural Resources	Each application for a permit to remove, relocate or replace trees covered under this Chapter 60 must be accompanied by a written statement indicating the reasons for removal, relocation, or replacement of trees. SCLDC 60.10(d)	Info Only
35.	Natural Resources	Please provide a tree mitigation table with site plan submission. SCLDC 60.10 (b)(2f)	Info Only
36.	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
37.	Planning and Development	INFORMATIONAL: County staff has reviewed the subject project based on the information you have provided to us and have compiled the following information for your use. Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.	Info Only
38.	Planning and Development	The proposed project is subject to a Site Plan Review Process. Information can be found in Seminole County Land Development Code, Chapter 40.	Info Only
39.	Planning and Development	The subject site has a Commercial Future Land Use with a C-2 (General Commercial), classification which allows automobile sales as a permitted use, yet excludes auto repairs. If the site is to include a mechanical garage (auto repairs), as per Table 5.2 Permitted Use Table - It would require a Special Exception approval by the Board of County Commissioners. Chapter 30 – Zoning Regulations - The Planning and Zoning Commission shall hold a public hearing or hearing to consider	Info Only

		a proposed special exception and submit in writing its recommendations on the proposed action and if the special exception should be denied or granted with appropriate conditions and safeguards to the Board of County Commissioners for official action.	
40.	Planning and Development	<p>F.A.R. Definition: The Floor Area Ratio (FAR) is the relationship between the total usable floor area of the building and the total area of the lot on which the building stands. The subject site has a Commercial Future Land Use designation which allows a maximum Floor Area Ratio (F.A.R.) of 0.35.</p> <p>Building site area requirements - Adequate space will be required for off-street parking, loading, and landscaping requirements.</p>	Info Only
41.	Planning and Development	The maximum building height in the C-2 (General Commercial) zoning district is thirty-five (35) feet.	Info Only
42.	Planning and Development	The minimum open space requirement is twenty-five (25) percent.	Info Only
43.	Planning and Development	<p>The C-2 (General Commercial) zoning district requires the following minimum building setbacks:</p> <p>Front Yard – Twenty-five (25) feet</p> <p>Side Yard - setback may be reduced to zero (0) feet except when a side lot line abuts property assigned a residential zoning classification or land use designation.</p> <p>Side Street - Zero (0) feet</p> <p>Rear Yard - Ten (10) feet</p>	Info Only
44.	Planning and Development	<p>Parking requirements can be found in SCLDC, Part 11 Chapter 30. 30.11.6.2, Dimensional requirements of off-street parking spaces.</p> <p>(a) Except where otherwise specified in this Code or Federal or State law, a minimum of twenty (20) percent of required off-street parking space shall consist of a minimum net area of two hundred (200) square feet with a minimum width of ten (10) feet and a minimum length of twenty (20) feet, exclusive of access drives or aisles thereto.</p> <p>(b) Up to eighty (80) percent of spaces provided may have a minimum net area of one hundred and sixty-two (162) square feet, a minimum width of nine feet (9), and a minimum length of eighteen feet (18). Parallel parking spaces may be reduced to nine feet (9) in stall width.</p>	Info Only
45.	Planning and Development	Exterior lighting will require a separate permit. A photometric plan may be required for exterior lighting. All commercial, office, industrial, and multi-family development shall comply with the exterior lighting requirements noted in Seminole	Info Only

		County Land Development Code, Part 15 Chapter 30, sec. 30.15.1 Exterior lighting requirements.	
46.	Planning and Development	A refuse (dumpster) enclosure will require a separate permit. All solid waste containers, except approved recycling containers, shall be enclosed on at least three (3) sides with a six (6) foot screen. Dumpster enclosure must meet the standard of Seminole County Land Development Code, see Sec. 30.14.15 (a) - Screening of Refuse Facilities.	Info Only
47.	Planning and Development	The subject site is located within the City of Sanford Utility service area; please contact the City at 407-688-5000 to discuss utility requirements and a pre-annexation agreement prior to submitting a formal application with the County for development.	Info Only
48.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
49.	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
50.	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
51.	Public Safety - Fire Marshal	"All the following items shall be acknowledged and added to the site plan sheets as note: 1. Fire department access roads provided at the start of a project and shall be maintained throughout construction. (NFPA 1, 16.1.4). 2.A second entrance/exit might be required per AHJ if the response time for emergency is exceeded per NFPA 1, Section 18.2.3.3 Multiple Access Roads. 3.A water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material accumulates. This applies to both commercial and residential developments. (NFPA 1, 16.4.3.1). 4.Where underground water mains and hydrants are to be provided, they shall be installed, completed, and in service prior to construction work. (NFPA 1, 16.4.3.1.3). 5.Fire flow testing shall be performed in accordance with NFPA 291, recommended practice for fire flow testing. 6.A 36 in. clear space shall be maintained around the circumference of fire hydrants and a clear space of not less than 60 in. (1524 mm) shall be provided in front of each hydrant connection having a diameter greater than 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"	Info Only

52.	Public Safety - Fire Marshal	Access to a door: Fire department access roads shall extend to within 50 FT of at least one exterior door that can be opened from the outside and that provides access to the interior of the building per Section 18.2.3.2.1 NFPA 1	Info Only
53.	Public Works - Engineering	Based on the FEMA FIRM Map the site is not located in the floodplain. The site is located in Zone X - Area of Minimal Flood Hazard. Based on the available County data, wetlands are possibly located in the northeast corner of the property. Please be advised the County wetland maps can be used only as guidelines and cannot be used to make jurisdictional wetlands determination. A field determination can be made by a qualified environmental scientist. Wetland boundaries need to be delineated by a wetlands specialist and approved by Seminole County and staff of FDEP if residential not in the WRPA or SJRWMD if residential in the WRPA or if in a Commercial plat. The plat must show the approved wetland line and provide the date and name of the SJRWMD reviewer. A 15-foot minimum, 25-foot average undisturbed upland buffer must be provided from all approved jurisdictional wetland boundaries.	Info Only
54.	Public Works - Engineering	The proposed project is located within the Sanford Drainage Basin.	Info Only
55.	Public Works - Engineering	Based on the USDA Web Soil Survey, the site has predominantly Adamsville-Sparr Fine Sand (100%), Map Unit Symbol 2. Adamsville Fine Sand soils (54%) are classified by the USDA as "Somewhat Poorly Drained" soils. The USDA Web Soil Survey estimates the Depth to Water Table to be 24 to 42 inches and designates the Hydrologic Soil Group as A. Sparr Fine Sand soils (36%) are classified by the USDA as "Somewhat Poorly Drained" soils. The USDA Web Soil Survey estimates the Depth to Water Table to be 18 to 42 inches and designates the Hydrologic Soil Group as A/D.	Info Only
56.	Public Works - Engineering	Based on the Seminole County available one (1) foot contours data, the topography of the site appears to be relatively flat and slightly sloping to the north. The highest point is on the south side of the property (Elevation 41.0 feet), while the lowest point is on the north side of the property (Elevation 40.0 feet).	Info Only
57.	Public Works - Engineering	Based on the preliminary review, the site appears to outfall to the wetland area located on the adjacent property to the north. This area is known to have drainage issues and it is divided into two different Drainage Basins, the Lake Monroe (Lockhart-Smith Canal) Drainage Basin, to the north of the dividing line and Sanford Drainage Basin, to the south of the dividing line. Per the Seminole County Public Works Engineering Manual - Section 2.4.1 (Design Storm - Minimum), a retention or detention facility for sites with no	Info Only

		viable outfall and/or defined conveyance system or with a restricted outfall system requires the Stormwater Quantity Analysis to meet a 25-Year, 24-Hour storm event total retention. Stormwater Quality Analysis shall meet the St. Johns River Water Management District (SJRWMD) requirements. A detailed Drainage Plan will be required at permitting. A detailed Drainage Analysis will be required at Final Engineering.	
58.	Public Works - Engineering	A permit from the St. John's River Water Management District or Florida Department of Environmental Protection is generally required for projects with more than 5,000 sq. ft. of new impervious area, or 4,000 sq. ft. of new building for a total of 9,000 sq. ft. of new impervious surface. For more information see www.sjrwmd.com .	Info Only
59.	Public Works - Engineering	A National Pollutant Discharge Elimination System (NPDES) Permit is required for all projects that disturb greater than one (1) acre. (http://cfpub.epa.gov/npdes/home.cfm?program_id=45)	Info Only
60.	Public Works - Engineering	The primary access point to the subject property is Country Club Road that is functionally classified as Urban Minor Collector Road and was last resurfaced in 2020. The roadway geometry and structure meet the current Seminole County standards. Country Club Road is not currently programmed to be improved according to the Seminole County 5-year Capital Improvement Program. Construction of a new driveway is required to access the subject property. The new driveway will need to meet the minimum driveway standards defined in the Seminole County Public Works Engineering Manual.	Info Only
61.	Public Works - Engineering	Per the Seminole County Public Works Engineering Manual - Section 1.2.8 (Development Planning and Regulation - Corner Clearance), parcels located in the corner of two or more roadways where at least one of the roads is a public facility must locate access drives no closer than 330 feet from the intersection. Access may be provided at 200 feet from the intersection, where approved by the County Engineer. If the corner parcel accesses one or more arterial or collector roadways, full access is limited to 660 feet from the intersection on the arterial or collector. A right-in/right-out is permitted at 330 feet from the intersection. (Detail T-1) Per the Seminole County Public Works Engineering Manual - Section 1.2.7 (Number and Spacing of Driveways), spacing between driveways must conform to the Table 1.2.7.A., which is based on functional classification. The required minimum separation for Minor Collector Road is 330 feet. Distance is measured from nearest edge of pavement to edge of pavement (Detail T-1). Considering that there is an existing driveway just west of the subject property that serves as a primary access to the County retention pond and the width of the subject property is only 113 feet, the required 330 feet minimum separation	Info Only

		cannot be met. The County will consider approving a driveway access to the subject property as far as possible from the above referenced existing driveway.	
62.	Public Works - Engineering	Per the Seminole County Public Works Engineering Manual - Section 1.3.1.B (Auxiliary Lanes Requirements), in all cases, an inbound radius of 50 feet at development access is required. Refer to the Manual's Detail T-16 for design and markings specifications.	Info Only
63.	Public Works - Engineering	At Final Engineering approval, a note to the plans that states "Any sidewalk less than 5 feet wide (6 feet along arterial or collector roads) or any broken sidewalk within Seminole County ROW abutting property frontage will be brought into compliance with the Seminole County regulations.	Info Only
64.	City of Sanford	If the facility will discharge to City of Sanford sewers and if ANY type of mechanical repairs (including fleet maintenance) and/or vehicle/equipment washing and/or the potential for employees/mechanics to come in contact with petroleum products onsite, an appropriately sized oil water separator(s) will be required. This includes the requirement to install an under-sink oil water separator at employee handwashing sinks if an in-ground separator is not present and/or required.	Info Only

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
Planning and Development	Review Complete	Yvonne D'Avanzo ydavanzo@seminolecountyfl.gov 407-655-7354
Buffers and CPTED	Review Complete	Maya Athanas mathanas@seminolecountyfl.gov 407-655-7388
Public Works - Impact Analysis	No Review Required	William Wharton wwharton@seminolecountyfl.gov 407-655-5730
Public Works - Engineering	Review Complete	Vladimir Simonovski vsimonovski@seminolecountyfl.gov 407-655-5762
Public Safety - Fire Marshal	Review Complete	Matthew Maywald mmaywald@seminolecountyfl.gov 407-655-5177
Natural Resources	Review Complete	Sarah Harttung sharttung@seminolecountyfl.gov 407-655-7391
Environmental Services	Review Complete	James Van Alstine jvanalstine@seminolecountyfl.gov 407-655-2014
Building Division	Review Complete	Jay Hamm jhamm@seminolecountyfl.gov 407-655-7468
City of Sanford	Review Complete	Hope Duncan duncanh@sanfordfl.gov 407-688-5000 x 5512

RESOURCE INFORMATION

Seminole County Land Development Code:

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

Seminole County Comprehensive Plan:

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

Development Services:

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

Wekiva Consistency form:

<http://www.seminolecountyfl.gov/core/fileparse.php/3207/urlt/WekivaConReview.pdf>

Seminole County Property Appraiser Maps:

<http://www.scpafl.org>

Seminole County Wetland Information:

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

FEMA LOMR (Letter of Map Revision):

www.fema.gov

Cities in Seminole County:

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

Other Agencies:

Florida Dept of Transportation	FDOT		www.dot.state.fl.us
Florida Dept of Enviro Protection	FDEP	(407) 897-4100	www.dep.state.fl.us
St. Johns River Water Mgmt Dist	SJRWMD	(407) 659-4800	www.sjrwmd.com
Health Department	Septic	(407) 665-3621	

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