

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

<b>PROJECT NAME:</b>	<b>PICKLEBALL - PRE-APPLICATION</b>	<b>PROJ #: 25-80000068</b>
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	6/12/25	
RELATED NAMES:	EP MOE MUSLEEM	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	35-20-29-501-0000-003B	
PROJECT DESCRIPTION	PROPOSED REZONE FROM OP TO PD TO ALLOW INDOOR PICKLEBALL COURTS AND POSSIBLE OUTDOOR COURTS ON 1.67 ACRES IN THE OP ZONING DISTRICT LOCATED ON THE SOUTH SIDE OF EE WILLIAMSON RD, WEST OF 1-4	
NO OF ACRES	1.67	
BCC DISTRICT	3: CONSTANTINE	
CURRENT ZONING	OP	
LOCATION	ON THE SOUTH SIDE OF EE WILLIAMSON, WEST OF I-4	
FUTURE LAND USE	OFF	
SEWER UTILITY	SUNSHINE WATER SERVICES	
WATER UTILITY	SUNSHINE WATER SERVICES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
MOE MUSLEEM 1665 EE WILLIAMSON LLC 755 MONROE RD LAKE MONROE FL 32747 (407) 667-7779 MOEMUSLEEM@GMAIL.COM	MOE MUSLEEM 1280 UPSALA RD SANFORD FL 32771 (407) 667-7779 MOEMUSLEEM@GMAIL.COM	

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 MANAGER COMMENTS

- The subject property has a Future Land Use of Office and an OP (Office) zoning designation.
- The proposed use of a pickleball court is not a permitted use within the OP (Office) zoning district, given the surrounding area's Future Land Use designation of Suburban Estates and its overall low intensity.

## PROJECT AREA ZONING AND AERIAL MAPS

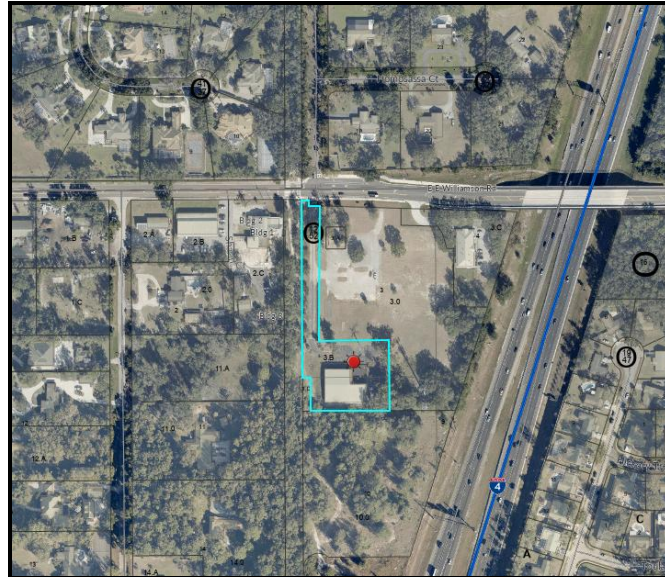
Zoning



Future Land Use



Aerial



## AGENCY/DEPARTMENT COMMENTS

NO.	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED Annie Sillaway	Buffer information can be found here: <a href="https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLA_DECO_CH30ZORE_PT67LASCBU">https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLA_DECO_CH30ZORE_PT67LASCBU</a>	Info Only
2.	Buffers and CPTED Annie Sillaway	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 Annie Sillaway	Off-site trees do not count toward the landscape buffer requirements.	Info Only
4.	Buffers and CPTED Annie Sillaway	Parking lot landscaping will be required in accordance with SCLDC Sec. 30.14.13.	Info Only
5.	Buffers and CPTED Annie Sillaway	A full buffer review will be done at time of site plan review, or at rezone if rezoning to a Planned Development.	Info Only
6.	Building Division Jay Hamm	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
7.	Building Division Jay Hamm	Conversion of an existing building from one use to another may trigger certain building code requirements that will result in modifications to the structure: 1.) Occupancy change requires compliance with the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction. 2.) A hard surface accessible route from the required accessible parking spaces to the accessible entrance to the structure shall be required. 3.) Please note that a conversion of a structure from residential to a commercial use will require modifications and compliance with the 8th edition (2023) Florida Building Code - Existing Building.	Info Only
8.	Building Division Jay Hamm	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
9.	Building Division Jay Hamm	Occupancy change requires compliance with the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction.	Info Only
10.	Building Division Jay Hamm	A hard surface accessible route from the required accessible parking spaces to the accessible entrance to the structure shall be required.	Info Only
11.	Comprehensive	Future Land Use of OFF has maximum FAR of 0.35	Info Only

	Planning David German	and allows for zonings of OP, RP, A-1, PD or PLI. Uses are listed in Future Land Use section Policy FLU 5.3.1 Office as follows: Uses 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. Based on this, the proposed use does not appear to be consistent with the OFF Future Land Use, a future land use amendment would be required for the proposed project.	
12.	Comprehensive Planning David German	Site is located adjacent to the Seminole Rails to Trails system. Consider a connection to the system to support outdoor recreation activities.	Info Only
13.	Comprehensive Planning David German	Planned Development (PD) Future Land Use is listed in Policy FLU 5.4.7 Determination of Compatibility in the Planned Development Zoning Classification as follows: The County shall consider uses or structures proposed within the Planned Development (PD) zoning classification on an individual basis evaluating the compatibility of the proposed use or structure with surrounding neighborhoods and uses. Compatibility may be achieved by application of performance standards such as, but not limited to, lot size, setbacks, buffering, landscaping, hours of operation, lighting, and building heights. The Board of County Commissioners shall have discretion as to the uses and structures approved with a PD classification, as well as all other features of the PD plan and the plan in its entirety.	Info Only
14.	Comprehensive Planning David German	Note OBJECTIVE FLU 4.4 PLANNED DEVELOPMENTS section of the Future Land Use Element, Seminole County Comprehensive Plan.	Info Only
15.	Environmental Services James Van Alstine	This development is not within Seminole County's utility service area. Please coordinate with Sunshine Water Services to service it. No review required.	Info Only
16.	Natural Resources Sarah Harttung	Specimen tree: Live oak, magnolia, bald cypress and longleaf pine trees twenty-four (24) inches DBH	Info Only

		or greater. SCLDC Chapter 2	
17.	Natural Resources Sarah Harttung	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
18.	Natural Resources Sarah Harttung	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)	Info Only
19.	Natural Resources Sarah Harttung	Dead or declining trees, as determined by a certified arborist, are exempt from arbor regulations. SCLDC 60.4(f)	Info Only
20.	Natural Resources Sarah Harttung	Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h)	Info Only
21.	Natural Resources Sarah Harttung	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
22.	Natural Resources Sarah Harttung	All preserved trees shall have their natural soil level maintained. Tree wells and/or planter islands shall be provided, if necessary, to maintain the natural existing soil level of at least seventy-five (75) percent of the drip line. SCLDC 60.8(g)	Info Only
23.	Natural Resources Sarah Harttung	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
24.	Natural Resources Sarah Harttung	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 preserved non-specimen trees preserved on site shall count one	Info Only

		(1) to one (1) toward meeting the total replacement requirement.	
25.	Natural Resources Sarah Harttung	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
26.	Natural Resources Sarah Harttung	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
27.	Natural Resources Sarah Harttung	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
28.	Natural Resources Sarah Harttung	The proposed development is within the Aquifer Recharge Overlay Zoning Classification. Please see SCLDC 30.10.1 for regulations pertaining to this overlay.	Info Only
29.	Natural Resources Sarah Harttung	The proposed development is within the Wekiva Study Area. Please see SCLDC 30.10.5.14 for regulations pertaining to this area.	Info Only
30.	Natural Resources Sarah Harttung 6/13/25 8:32 AM	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
31.	Planning and Development	On June 14 2005, the Applicant Matt Arena requested a Rezone from A-1 (Agriculture) to OP (Office) to convert the existing gym into an office use only not a gym.	Info Only
32.	Planning and Development Annie Sillaway	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. Seminole County Land Development Code:	Info Only

		<a href="http://www.seminolecountyfl.gov/guide/codes.asp">http://www.seminolecountyfl.gov/guide/codes.asp</a> Seminole County Planning & Development: <a href="http://www.seminolecountyfl.gov/gm/">http://www.seminolecountyfl.gov/gm/</a>	
33.	Planning and Development Annie Sillaway	The setbacks for the OP (Office) zoning district are: Front: Twenty-five (25) feet, Rear yard: Ten (10) feet, Side Yard: Zero (0) feet, Side Street: Zero (0) feet.	Info Only
34.	Planning and Development Annie Sillaway	The OP (Office) zoning district permits use such as: Office use, Kindergarten, Middle, Highschool, Medical and Dental Clinic, Daycare, and Community Residential Home 7-14.	
35.	Planning and Development Annie Sillaway	The proposed use of an indoor and outdoor recreational field (pickleball court) is not permitted in the current OP (Office) Zoning district, nor is the use a special exception or limited use.	Info Only
36.	Planning and Development Annie Sillaway	Parking and landscaping requirements can be found in SCLDC Part 64 Chapter 30. Parking requirements for the subject use are: Recreation and Entertainment: 1 space/ 7 rated patron capacity.	Info Only
37.	Planning and Development Annie Sillaway	If outdoor lighting is proposed, a photometric plan may be required. (Part 64 Chapter 30, sec. 30.1234.)	Info Only
38.	Planned Development Annie Sillaway	The surrounding trend of development in the area is low intensity Suburban Estates Future Land Use consisting primarily of residential development with a minimum lot size of one (1) acre, general rural uses, and public elementary, middle, and high schools on sites that can accommodate the school site requirements. The use of indoor and outdoor recreation is not permitted under the Suburban Estates land use.	Info Only
39.	Planned Development Annie Sillaway	Indoor recreation uses are considered commercial in nature and are permitted under C-1 (Retail Commercial), C-2 (General Commercial), and C-3 (Heavy Commercial and Very Light Industrial) zoning districts. Outdoor recreation is permitted in C-2, and C-3 zoning districts.  C-1 and C-2 zoning require Commercial Future Land Use and C-3 zoning requires an Industrial Future Land Use, neither of which would be a compatible Future Land Use per Staff's analysis.	Info Only
40.	Planned Development Annie Sillaway	The intent of the Planned Development Future Land Use designation is to promote flexibility and creativity in the development design, especially where needed to implement adopted policies of the	Info Only

		Comprehensive Plan. It may also be used to promote affordable/workforce housing, pedestrian-oriented development, and protection of natural resources such as wetlands, lakes, and other natural amenities. This land use designation provides for a variety of densities and/or intensities arranged within a development site to facilitate flexible and creative site design. These considerations shall be paramount in any given project utilizing the Planned Development land use designation; an increase in density/intensity alone shall not justify an alternative to conventional future land use designations such as LDR, MDR, HDR, and Office, Commercial and Industrial.	
41.	Planned Development Annie Sillaway	A request for a Future Land Use Amendment to Planned Development must include a request to Rezone to the PD (Planned Development) zoning classification. The Applicant must demonstrate compliance with the applicable Seminole County Comprehensive Plan policies as well as Seminole County Land Development Code (SCLDC) regulations, including but not limited to, SCLDC Sec. 30.8.5. – PD Planned Development.	Info Only
42.	Planned Development Annie Sillaway	Staff has determined that the proposed use of outdoor recreational courts is not compatible with the surrounding area, and therefore, would not be supported by Staff. The proposed use of indoor recreational courts Might be compatible if the Applicant can demonstrate compliance with the PD (Planned Development) review criteria under SCLDC Sec. 30.8.5.3 – PD Review Criteria, and the development design provides mitigation of adverse impacts to the surrounding area.  Compatibility concessions may include limited hours of operation, limited number of courts, generous buffering, tree preservation, etc.	Info Only
43.	Planned Development Annie Sillaway	The subject site is within the Wekiva Study and must comply with the following Policies in the Seminole County Comprehensive Plan Policy FLU 2.3.12 Wekiva Study Area Natural Resource Protection: A Protection of Open Space <ul style="list-style-type: none"> <li>1. Encourage, and if warranted by Policy FLU 2.3.13 Wekiva Study Area Cluster Development Standards, require planned developments and cluster developments;</li> <li>2. Require dedicated conservation easements, or other appropriate legal mechanisms, to protect open space in perpetuity as part of</li> </ul>	Info Only



		<p>the subdivision and/or site plan approval process;</p> <ol style="list-style-type: none"> <li>3. Preserve environmentally sensitive areas via enforcement of the Environmentally Sensitive Lands Overlay District;</li> <li>4. Enforce open space ratios and open space credits provisions established in the Land Development Code (LDC) of Seminole County; and 5 Evaluate the LDC every seven years to determine if it is necessary to update definitions, standards, and guidelines for the provision of open space.</li> </ol> <p>B. Most Effective Recharge Areas</p> <ol style="list-style-type: none"> <li>1. Encourage, and if warranted by Policy FLU 2.3.13 Wekiva Study Area Cluster Development Standards, require planned developments and cluster developments;</li> <li>2. Evaluate the Aquifer Recharge Overlay Zoning Classification, which sets alternative design criteria and standards to protect the functions of most effective aquifer recharge areas as part of each Comprehensive Plan Evaluation and Appraisal Report; and,</li> <li>3. Enforce standards for the most effective recharge areas, as defined in the Aquifer Recharge Overlay Zoning Classification and Exhibit FLU: Aquifer Recharge Areas such as, but not limited to: <ol style="list-style-type: none"> <li>a. The maximum area covered by structures and impervious surface shall not exceed 65% for nonresidential uses and 60% for residential uses of the total land area; and</li> <li>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.</li> </ol> </li> </ol> <p>C. Karst Features and Sensitive Natural Habitat</p> <ol style="list-style-type: none"> <li>1. The County shall adopt Best Management Practices (BMPs), including applicable BMPs recommended in “Protecting Florida’s Springs – Land Use Planning Strategies and Best Management WILDLIFE, NATURAL RESOURCES, &amp; SUSTAINABILITY   FLU-31 Practices”, Florida Department of Community Affairs and Florida Department of Environmental Protection, 2002. BMPs may include, but not be limited to: <ol style="list-style-type: none"> <li>a. Increasing public awareness via Seminole</li> </ol> </li> </ol>	
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		<p>County Government Television (SGTV) of the Florida Yards and Neighborhoods Program regarding proper lawn and landscaping fertilization and irrigation techniques;</p> <ul style="list-style-type: none"> <li>b. Restricting untreated water from a development site from directly discharging into karst features;</li> <li>c. Requiring development proposals to verify by surveys and/or studies the presence of karst features and sensitive natural habitat;</li> <li>d. Requiring a clearing and building construction setback of a minimum of fifty (50) feet from karst features or sensitive natural habitat; and</li> <li>e. Maintaining a minimum of twenty-five (25) feet and an average of fifty (50) feet of natural buffer adjacent to karst features.</li> </ul> <p>2. The County shall also adopt BMPs to:</p> <ul style="list-style-type: none"> <li>a. Increase public awareness of the Florida Yards and Neighborhoods Program regarding proper lawn and Florida - Friendly landscaping, fertilization, and irrigation techniques;</li> <li>b. Request the Wekiva Working Group to recommend policies and/or regulations to protect natural resources, including springheads; and c Discourage the use of flammable plants such as saw palmetto and wax myrtle adjacent buildings to ensure a defensible transition space to minimize wildfire impacts.</li> </ul> <p>D. Land Development Code Provisions The County shall continue to enforce the land development regulations adopted in December 2006 (Section 369.321(6) Florida Statutes) to implement Plan policies that shall apply to properties located within the Wekiva Study Area. The County shall also consider adoption of a Wekiva Springs Overlay District to optimize the protection of springs.</p>	
44.	Planning and Development Annie Sillaway	<p><b>DIVISION 3. WEKIVA STUDY AREA ENVIRONMENTAL DESIGN STANDARDS</b></p> <p>30.10.5.11 Title and legislative findings. This Part shall be known and may be cited as the "Wekiva Study Area Environmental Design Standards".</p> <p>The following findings are hereby adopted as legislative findings by the Board of County Commissioners:</p>	Info Only

		<p>(a)The Seminole County Comprehensive Plan provides for the protection and maintenance of the natural landscape within the Wekiva Study Area.</p> <p>(b)The numerous natural resources, including groundwater resources, within the Wekiva Study Area, are important resources that contribute to the quality of life in Seminole County.</p> <p><b>30.10.5.12 Purpose and intent. The purpose of this Part is to guide the design and location of development within the Wekiva Study Area in a manner which:</b></p> <p>(a) Provides uniform design standards to establish high quality development.</p> <p>(b) Maintains existing flora and fauna.</p> <p>(c) Allows for effective and innovative planning and development activities.</p> <p>(d) Protects the natural resources, including, but not limited to, wetlands systems, karst features, sensitive natural habitat, groundwater resources, aquifer recharge areas, springs, and springsheds.</p> <p>(e) Provides for minimization of disturbance to listed species and their habitats.</p> <p>(f) Implements, and is consistent with, the provisions of the Wekiva Parkway and Protection Act.(g)Implements, and is consistent with, the Seminole County Comprehensive Plan.</p> <p>30.10.5.13 Applicability. All new development or re-development, excluding single family lots existing on the effective date of this Part, except as may be otherwise provided for in this Part, but not limited to (to the extent permitted by law) development undertaken by agencies of local, regional, state, or federal government, shall be carried out in accordance with the requirements of this Part, in addition to the requirements of any other applicable provisions of the Land Development Code of Seminole County.</p> <p>30.10.5.14. Environmental development standards.</p> <p>(a) Karst Features Protection.</p> <p>(1) A clearing and construction setback of a minimum of fifty (50) feet from karst features is required. Clearing within the setback to stimulate</p>	
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		<p>canopy growth is permitted. Routine maintenance shall be permitted within the fifty (50) foot setback, outside of the natural buffer. Routine maintenance is limited to mowing of grass, and removal of underbrush and dead trees.</p> <p>(2) A minimum twenty-five (25) feet, average fifty (50) feet upland buffer, in the aggregate, within the development site, adjacent to karst features is required. Buffers shall remain natural and undisturbed.</p> <p>(3) Fertilizers, pesticides, and herbicides shall be U.S. Government approved, and shall not be applied within fifty (50) feet of karst features, or natural water bodies.</p> <p>(4) Discharging of untreated water from a development site directly into karst features or natural water bodies shall be prohibited. Karst features, including sinkholes with a direct connection to the aquifer and stream-to-sink features, shall not be utilized as stormwater management facilities. Vegetative swales, bio-retention, or other treatment methods, as approved by the Development Review Manager, may be installed to ensure minimal treatment of discharge into karst features and/or natural water bodies.</p> <p>(5) Where an existing lot/parcel of record is too small to accommodate a fifty (50) foot clearing and building setback and/or natural buffer as required in this Part, the allowable use may be established provided that the building and associated paved areas are situated on a development site the greatest distance practicable from the karst features, and further provided that a swale and berm are located between the development and the karst feature. The swale and/or berm shall be designed to direct drainage away from the karst feature, and approved by the Development Review Manager.</p> <p>(6) Karst features, and the required natural buffer, shall be placed in a conservation easement pursuant to subsection 30.10.5.14(e).</p> <p>(7) An applicant may object to the designation of karst features by providing demonstration through competent expert evaluations of hydrological and/or</p>	
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		<p>geotechnical data to the Development Review Manager that the land does not contain karst features as identified in this Part.</p> <p>(b) Sensitive Natural Habitat Protection.</p> <p>(1) A clearing and building construction setback of a minimum of fifty (50) feet from sensitive natural habitat areas, as defined in this Part, is required.</p> <p>(2) Where an existing lot/parcel of record is too small to accommodate a fifty (50) foot clearing and building setback as required in this Part, the allowable use may be established provided that the building and associated paved areas are situated on a development site the greatest distance practicable from the sensitive natural habitat feature, and approved by the Development Review Manager.</p> <p>(3) Sensitive natural habitat areas shall be placed in a conservation easement pursuant to subsection 30.10.5.14(e).</p> <p>(4) An applicant may object to the designation of sensitive natural habitat by providing demonstration through competent expert evaluation of biological data to the Development Review Manager that the land does not contain sensitive natural habitat as identified in this Part. If the Development Review Manager concurs with the evaluations submitted by the applicant, these provisions shall not apply to the subject land.</p> <p>(c) Open Space Protection.</p> <p>(1) Open space areas shall be physically connected, whenever practicable, when spread throughout a development site.</p> <p>(2) Development shall preserve conservation areas via enforcement of the FP-1 (Floodprone) zoning classifications pursuant to Section 30.12.1.1 of this Code</p> <p>(3) Development shall meet the open space ratios and open space credit provisions established in Section 30.14.2.</p> <p>(4) Development shall use joint or shared access and stormwater facilities to minimize impervious surfaces, as determined by the Development</p>	
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		<p>Review Manager.</p> <p>(d) Protection of Most Effective Recharge Areas.</p> <p>(1) Development shall comply with the standards for the most effective recharge areas, as defined in the Aquifer Recharge Overlay Zoning Classification of Section 30.10.1. For the purposes of this Part, all properties identified as containing Type "A" Hydrologic Soils Group, as defined by the U.S. Soil Conservation Service, shall be subject to the standards of the Aquifer recharge Overlay Zoning Classification of Section 30.10.1.</p> <p>(2) All residential developments shall use swales with swale blocks or raised driveway culverts, except when soil, topography, or seasonal high water conditions are inappropriate for infiltration as determined by a County Professional Engineer licensed in the State of Florida.</p> <p>(3) Vegetated infiltration areas shall be used to provide stormwater treatment and management on all sites, except when soil, topography, or seasonal high water conditions are inappropriate for infiltration as determined by a County Professional Engineer licensed in the State of Florida.</p> <p>(4) Design of the stormwater systems for residential and commercial uses shall use bio-retention areas (below grade vegetated areas) to increase stormwater treatment and reduce stormwater volume. Downspouts for both residential and commercial development shall be directed from the roof to vegetated areas for uptake.</p> <p>(e) Conservation Easements. Where easements are required by the County for protection of wetlands, floodprone areas, open space, karst features, or sensitive natural habitat, within this Part, these shall be dedicated to at least one (1) of the following entities:</p> <p>(1) St. Johns River Water Management District; or</p> <p>(2) The homeowners association; or</p> <p>(3) Seminole County.</p> <p>(f) Wekiva River Protection Area Environmental Design Standards In addition to the provisions</p>	
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		contained in Division 3 (Wekiva Study Area Environmental Design Standards) of this Part, development activities must also comply with the following provisions contained in Division 2 (Wekiva River Protection Area Environmental Design Standards) of this Part:(1)Section 30.10.5.9. Definitions.(2)Subsection 30.10.5.10(b) (except for (b)(2)), (c), and (d).	
45.	Planning and Development Annie Sillaway	<p>Policy FLU 2.3.14 Wekiva Study Area Incorporated Objective and Policies The following objective and policies from various Elements of the Seminole County Comprehensive Plan to reinforce the provisions of the Wekiva River Protection Act are hereby incorporated into this Element by reference below:</p> <p>A. Most Effective Recharge 1 Conservation Element – Policy CON 1.3 Recharge Area Protection 2 Future Land Use Element – Policy FLU 2.5.2 Cluster Development</p> <p>B. Open Space 1 Conservation Element – Policy CON 3.6 Conservation Easements/Dedication 2 Future Land Use Element – Policy FLU 2.5.2 Cluster Development 3 Recreation and Open Space Element – Policy REC 6.2 Recreation Grants 4 Recreation and Open Space Element – Policy REC 7.5 Agency Coordination 5 Recreation and Open Space Element – Policy REC 7.7 Significant Open Space and Natural Lands Acquisition.</p> <p>C. Sensitive Natural Habitat 1 Introduction Element – Definition of Rare Upland Habitat 2 Recreation and Open Space Element – Policy REC 7.7 Significant Open Space and Natural Lands Acquisition.</p> <p>D. Property Rights 1 Future Land Use Element – Objective FLU 7.1 Protection of Private Property Rights</p>	Info Only
46.	Planning and Development Annie Sillaway	<p><b>A Planned Development is obtained through a two-step process:</b></p> <p><b>1st step-</b> Approval of the PD (Planned Development) Rezone, which includes the Master Development Plan (MDP) and the Development Order. This process requires a public hearing before the Planning and Zoning (P&amp;Z) Commission, followed by a public hearing before the Board of County Commissioners (BCC). The timeline may</p>	Info Only

		<p>range between 4 to 6 months, depending on staff review timelines and Board agenda scheduling deadlines. (Per Sec. 30.8.5.6 (a) - the Applicant has 5 years from the date of approval of the Master Development Plan to submit for an FDP).</p> <p><b>2nd step-</b> Approval of the Final Development Plan (FDP) as an Engineered Site Plan and Developers Commitment Agreement which is approved administratively. (Per Sec. 30.8.5.9 If Substantial Development has not occurred within 8 years of approval of the Master Development Plan, the entitlements expire, and a rezone shall be required).</p>	
47.	Planning and Development Annie Sillaway	<p>Seminole County requires community meetings for all Future Land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Community Meetings link in the Resources tab located at the top of your ePlan task window or below for the requirements that the applicant must meet.</p> <p><a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf</a></p>	Info Only
48.	Planning and Development Annie Sillaway	<p>Seminole County requires community meetings for all Future Land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Community Meetings link in the Resources tab located at the top of your ePlan task window or below for the requirements that the applicant must meet.</p> <p><a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf</a></p>	Info Only
49.	Planning and Development Annie Sillaway	<p>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:</p> <p><a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf</a></p>	Info Only
50.	Planning and Development Annie Sillaway	<p>Per Sec. 30.8.5.1 - Intent and purpose.</p> <p>The Planned Development (PD) District is intended to promote flexibility and innovation to meet the needs of County residents and businesses by facilitating innovative design solutions and development plans, that may be difficult to achieve under conventional zoning regulations. Planned developments shall promote flexibility and creativity in addressing changing social, economic and</p>	Info Only



		<p>market conditions, especially where they are used to implement adopted policies of the Comprehensive Plan. Examples of development concepts that may be appropriate for PD zoning include, but are not limited to, enhanced protection of natural resource areas, mixed use or transit-oriented development, and infill development or redevelopment.</p> <p>An increase in density or intensity alone shall not be a sufficient justification for seeking an alternative to conventional zoning districts. Development standards to be applied within a planned development shall be established by the Board of County Commissioners (BCC) at the time of rezoning. Such rezoning shall be conditioned upon a master development plan and a written development order. Specific criteria for the development may address, but are not limited to, compatibility with surrounding land uses, road access, availability and efficient use of utility capacity, coordination with transit, etc. Architectural and other appearance-related design elements should be included as approval conditions where the BCC finds they will support goals, such as economic development, neighborhood compatibility, or aesthetic or environmental enhancement of an area.</p>	
51.	Planning and Development Annie Sillaway	A Rezone to PD (Planned Development) would require a minimum of twenty-five (25) percent open space.	
52.	Public Safety - Fire Marshal Matthew Maywald	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
53.	Public Safety - Fire Marshal Matthew Maywald	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
54.	Public Safety - Fire Marshal Matthew Maywald	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
55.	Public Safety - Fire Marshal Matthew Maywald	This will be a change of use / change of occupancy. Appropriate building permits shall be applied for.	Info Only
56.	Public Works - Engineering	A detailed drainage analysis will be required at final engineering.	Info Only

57.	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 or 4,000 sq. ft. of new building for a total of 9,000 sq. ft. of new impervious surface. For more information see <a href="http://www.sjrwmd.com">www.sjrwmd.com</a> .	Info Only
58.	Public Works - Engineering Jim Potter	The proposed project is located within the Little Wekiva drainage basin.	Info Only
59.	Public Works - Engineering Jim Potter	Based on SCS Soil Survey GIS overlays, the site generally has well drained soils. The site is considered high recharge.	Info Only
60.	Public Works - Engineering Jim Potter	Based on a preliminary review, the site is either, Land Locked, does not have a viable discharge (piped system, canal or connected waterbody) or a known drainage issues exists downstream, therefore the site will be required to retain the entire 100-year, 24-hour storm event volume onsite without discharge.	Info Only
61.	Public Works - Engineering Jim Potter	Based on 1 ft. contours, the topography of the site appears to slope west.	Info Only
62.	Public Works - Engineering Jim Potter	Based on a preliminary review, the site appears to outfall across multiple private properties to an isolated landlocked depression.	Info Only
63.	Public Works - Engineering Jim Potter	A National Pollutant Discharge Elimination System (NPDES) Permit is required for all projects that disturb greater than one acre.	Info Only
64.	Public Works - Impact Analysis William Wharton	A Traffic Impact Study (TIS) will be required if the trip generation for the proposed use generates more than 50 weekday peak hour trips based on the ITE Trip Generation Manual, 11th Ed. The TIS is to be prepared in accordance with the Countys Traffic Study Requirements for Concurrency guidelines. A methodology for the TIS is to be submitted to County Staff for review and approval prior to submittal of the TIS itself.	Info Only

## AGENCY/DEPARTMENT EFORM COMMENTS AND PROJECT STATUS

This section shows the reviewers of this project from the various County agencies.

DEPARTMENT	STATUS	REVIEWER
Environmental Services	No Review Required	James Van Alstine 407-665-2014 <a href="mailto:jvanalstine@seminolecountyfl.gov">jvanalstine@seminolecountyfl.gov</a>
Buffers and CPTED	Review Complete	Annie Sillaway 407-665-7936 <a href="mailto:asillaway@seminolecountyfl.gov">asillaway@seminolecountyfl.gov</a>
Comprehensive Planning	Review Complete	David German 407-665-0311 <a href="mailto:dgerman@seminolecountyfl.gov">dgerman@seminolecountyfl.gov</a>
Planning and Development	Review Complete	Annie Sillaway 407-665-7936 <a href="mailto:asillaway@seminolecountyfl.gov">asillaway@seminolecountyfl.gov</a>
Public Works - Engineering	Review Complete	Jim Potter 407-665-5764 <a href="mailto:jpotter@seminolecountyfl.gov">jpotter@seminolecountyfl.gov</a>
Public Safety - Fire Marshal	Review Complete	Matthew Maywald 407-665-5177 <a href="mailto:mmaywald@seminolecountyfl.gov">mmaywald@seminolecountyfl.gov</a>
Public Works - Impact Analysis	Review Complete	William Wharton 407-665-5730 <a href="mailto:wwharton@seminolecountyfl.gov">wwharton@seminolecountyfl.gov</a>
Natural Resources	Review Complete	Sarah Harttung 407-665-7391 <a href="mailto:sharttung@seminolecountyfl.gov">sharttung@seminolecountyfl.gov</a>
Building Division	Review Complete	Jay Hamm 407-665-7468 <a href="mailto:jhamm@seminolecountyfl.gov">jhamm@seminolecountyfl.gov</a>

## 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.shtml>

### 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.shtml>

### FEMA LOMR (Letter of Map Revision):

[www.fema.gov](http://www.fema.gov)

### Cities:

Altamonte Springs	(407) 571-8150	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7751	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1369	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3462	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5775	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5140	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-5963	<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>