

**SEMINOLE COUNTY GOVERNMENT**  
1101 EAST FIRST STREET, 2ND FLOOR, 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](#).

<b>PROJECT NAME:</b>	<b>CITY CHURCH STORAGE BUILDING - SITE PLAN</b>	<b>PROJ #: 24-06000038</b>
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	6/03/24	
RELATED NAMES:	EP DAVID EVANS	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	31-19-30-300-012A-0000	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR A STORAGE BUILDING ON 11.92 ACRES IN THE A-1 ZONING DISTRICT LOCATED ON THE EAST SIDE OF ORANGE BLVD, SOUTH OF WILSON RD	
NO OF ACRES	11.92	
BCC DISTRICT	Andria Herr	
CURRENT ZONING	A-1	
LOCATION	ON THE EAST SIDE OF ORANGE BLVD, SOUTH OF WILSON RD	
FUTURE LAND USE-	LDR	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
EUGENE SMITH CITY CHURCH OF ORLANDO, INC 1711 S ORANGE BLVD SANFORD FL 32771 (407) 872-1515 PERMITTING@EVANSENGINC.COM	DAVID EVANS EVANS ENGINEERING INC 719 IRMA AVE ORLANDO FL 32803 (407) 872-1515 PERMITTING@EVANSENGINC.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**

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	Please provide a landscape plan indicating buffer plantings in compliance with the Seminole County Land Development Code Ch 30 Part 67.	Unresolved
2.	Buffers and CPTED	A 0.5 opacity buffer is required south of the storage shed and a 0.3 opacity buffer is required east of the storage shed.	Unresolved
3.	Buffers and CPTED	Dimension and label the buffer widths (15' width) on the overall site plan. Add information to the site data section.	Unresolved
4.	Buffers and CPTED	The landscape plan must include calculations for the buffer plantings.	Unresolved
5.	Buffers and CPTED	Include proposed planting sizes, location, quantity, and species on the landscape plan.	Unresolved
6.	Buffers and CPTED	Additional comments may be generated once a landscape plan has been provided for staff to review.	Unresolved
7.	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
8.	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
9.	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
10.	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
11.	Building Division	Vertical construction will require a separate Building permit and will be reviewed for, and shall be designed and built in accordance with the 8th ed. Florida Building Code, Chapters 3, 4, 5, 6, 7 and 9, for 1) USE, 2) Height and area limitations, 3) Construction types and horizontal separation distances, 4) Building element protection and 5) Sprinkler and Alarm requirements and all other code requirements.	Info Only

12.	Environmental Services	On Sheet C04: Details, please add the following Seminole County standard details (SDs): SD 101, SD 104, SD 105, SD 111, SD 113, and SD 115. An additional Details sheet may be needed in the plan set.	Unresolved
13.	Environmental Services	There appears to be no utility easements over some of the existing Seminole County owned utility infrastructure on the site. This includes the public fire hydrant, 2" water meter, and the potable water main/service line feeding them. Everything else on the site appears to be privately owned/maintained. Please provide us documentation that there is an existing utility easement over this infrastructure. If none exists, please provide a sketch and legal description of the proposed utility easement. We will review it and prepare a utility easement agreement that is to be signed by the property owner and notarized. Once that's done, the original documentation will need to be mailed back or hand delivered to our office so that we can review and forward on to the Seminole County Clerk for recording prior to our final approval of this project. Please see the file "607-CC-001 AS BUILT UPDATED-Sheet 1 of 2 SIGNED" in the Resources folder on eplan for reference on the utility as-built drawing. We require 15 ft wide utility easements along the centerline of our potable water mains/fire hydrants and 10 ft wide utility easements along the centerline of our water service lines/water meters. Please see the file "City Church Proposed Utility Easement" in the Resources folder on eplan for reference on the rough dimensions of the utility easement that we're looking for.	Unresolved
14.	Environmental Services	I've attached any relevant record drawings that we have within your project area. See the "Gathering Place Worship Center 2004" and "607-CC-001 AS BUILT UPDATED-Sheet 1 of 2 SIGNED" files in the Resources folder on eplan for reference.	Info Only
15.	Environmental Services	On Sheet C01: Cover Sheet, please update the phone number for the water/wastewater contact information to 407-665-2024.	Info Only
16.	Environmental Services	On Sheet C03: Storage Shed Plan, please update the fire hydrant callout to specify the fire hydrant being private as well as swap out City of Sanford with Seminole County. For example: proposed private fire hydrant assembly with Seminole County approved...etc. This development is within our water service area so we will be the ones to facilitate the fire hydrant flow test/flushing, not City of Sanford..	Unresolved
17.	Environmental Services	On Sheet C03: Storage Shed Plan, please specify that the fire line will be DR-14 by updating the callout. Any fire line that is capable of being charged by the FDC is	Unresolved

		required to be DR-14 pipe.	
18.	Environmental Services	On Sheet C03: Storage Shed Plan, please callout all bends and tees on the proposed water main/fire line such as 45 degree bend and 8"X4" tee.	Unresolved
19.	Planning and Development	The survey provided is not signed or sealed, please provide a version that is signed and sealed and represents the current conditions of the lot. It appears that per Seminole County Property Appraiser aerial data from 2024, the existing conditions of the project area may be different than represented on the survey.	Unresolved
20.	Planning and Development	Please provide a landscape plan.	Unresolved
21.	Planning and Development	Place a note on the site plan that states: The subject property is within the County's Urban Bear Management Area and must comply with the requirements outlined in Chapter 258 of the Seminole County Code of Ordinances (2015-33). <a href="http://www.seminolecountyfl.gov/core/fileparse.php/4073/urlt/Bear-Management-Ordinance-Final-Approved-Document.pdf">http://www.seminolecountyfl.gov/core/fileparse.php/4073/urlt/Bear-Management-Ordinance-Final-Approved-Document.pdf</a>	Unresolved
22.	Planning and Development	If there is outdoor lighting proposed, staff recommends providing the photometric plan at Site Plan submittal. 30.1234. All commercial, office, industrial and multi-family development shall comply with SCLDC Sec. 30.1234 of the Land Development Code. A photometric plan is required to show that illumination onto adjacent properties does not exceed five-tenths (0.5) foot-candles.	Info Only
23.	Planning and Development	Please revise either the Sheet Index or page C02 ("C02.0") accordingly to ensure they match each other.	Unresolved
24.	Planning and Development	Please clarify the verbiage "BY OTHERS" in the following places: C01- SHEET INDEX (Survey and Landscape Plan) and C02.0- PAVING, GRADING & DRAINAGE NOTES: #33	Unresolved
25.	Planning and Development	C01 Cover Sheet: Please update the property address to reflect "1711 ORANGE BLVD." as opposed to the written "1701 S. ORANGE BLVD"	Unresolved
26.	Planning and Development	C03 Site Plan: Please show linear distance and metes and bounds description of property boundaries.	Unresolved
27.	Planning and Development	C03 Site Plan: Please provide all street names, zoning, and parcel I.D.s of surrounding area on the plans. Adjacent zoning should also be reflected in the Site Data Table.	Unresolved
28.	Planning and Development	C03 Site Plan: All structures should be dimensioned from all parcel boundaries.	Unresolved
29.	Planning and Development	C03 Site Plan: Parking space dimensions should be provided in the Site Data Table.	Unresolved
30.	Planning and	C03 Site Plan: Please show dimensions of all	Unresolved

	Development	structures and state the dimensions of the proposed storage building in the site data table.	
31.	Planning and Development	C03 Site Plan: Please dimension all easements and landscape buffers on the property.	Unresolved
32.	Planning and Development	C03 Site Plan: Please update and specify the proposed use of the storage building in the Site Data Table.	Unresolved
33.	Planning and Development	C03 Site Plan: Please provide open space calculation in Site Data Table, including what areas are being utilized as open space.	Unresolved
34.	Planning and Development	C03 Site Plan: The rear (east) yard setback is 30 feet, please revise storage building location accordingly	Unresolved
35.	Public Safety - Addressing Tiffany Owens	The plans are labeled with an incorrect address or unit number. Please correct all the plan pages which are incorrectly labeled to the correct address: 1711 Orange BLVD Sanford, FL 32771	Unresolved
36.	Public Safety - Addressing	(POSTING) Address numbers shall be made of durable weather resistant material, shall be permanently affixed to the structure and posted fronting the street the structure is addressed to. The colors of the numbers shall contrast the surrounding background of the structure, so it stands out and is clearly visible from both directions of the addressed street. SCLDC SEC 90.5(a). Addresses are entered into the 911 database and used directly by the 911 communications call center. *Address numbers are to be permanently installed facing the street the structure is addressed to.	Info Only
37.	Public Safety - Addressing	(POSTING) If the main entrance to the building or the building structure is set back and not readily visible from the street, address numbers shall be posted on the structure and at the entrance street or adjacent driveway to the building on both sides of a fence, mailbox or post. Numbers shall be visible from both directions of the street. SCLDC SEC 90.5(7)	Info Only
38.	Public Safety - Addressing	Library Comment (POSTING) Commercial address numbers are to be a minimum of six (6) in height and one-half (1/2) inch in width. SCLDC 90.5 (1)	Info Only
39.	Public Safety - Addressing	(POSTING) For plazas and commercial type occupancies having multiple addresses, in addition to each building structure being properly posted, the range of the addresses shall be posted on the main plaza or occupancy sign, visible in both directions from the street. SCLDC SEC 90.5(6)	Info Only
40.	Public Safety - Addressing	A site plan that was approved through the Planning and Development site plan approval process is required to be submitted within the building permit application package, prior to permit approval. (Addressing Policy)	Info Only
41.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) Address and applicable fees will be determined at permitting upon the	Info Only

		approved site plan. SCLDC 90.4(A) (C)	
42.	Public Safety - Addressing	(Prior to Building Permit Submittal- STRUCTURES ON MULTIPLE ADDRESSED PROPERTY) Approved sites with multiple structures are required to coordinate individual addressing, prior to submittal of building permits. You will need to obtain an address for the proposed structure, prior to drawing up the construction plans. The floor/construction plans submitted to the Building Department during permit application, will require the correct address of the proposed structure. Therefore, you will need to contact our office at addressing@seminolecountyfl.gov for an address, prior to building permit submittal. If the address is incorrect on the floor/construction plans permit submittal, it will be required to be corrected. (Addressing Policy)	Info Only
43.	Public Safety - Addressing	Additional Comments may be generated based on resubmittal.	Info Only
44.	Public Safety - Fire Marshal	Please revise fire flow calculations to state the following as currently it shows the minimum fire flow of 375 GPM. Required fire flow shall be reduced by 75 percent when the building is protected throughout by an approved automatic sprinkler system. The resulting fire flow shall not be less than 1000 gpm (3785 L/min).	Unresolved
45.	Public Safety - Fire Marshal	At the time of site plan or final engineering, a fire test report and hydraulic graph shall be provided for the proposed fire hydrant(s)/water main(s) to ensure they will meet the requirements for the needed fire flow calculations of the structure.	Unresolved
46.	Public Safety - Fire Marshal	Please revise the fire general notes to meet the most current code cycles. FFPC 8th ed, 2021, and 2019 for NFPA 24 and 13.	Unresolved
47.	Public Safety - Fire Marshal	The structure for this site plan is proposed as a storage/shed. Please clarify the intended use of the structure.	Unresolved
48.	Public Safety - Fire Marshal	Fire department access roads shall be designed and maintained to support the imposed loads of 39 tons for fire apparatus and shall be provided with an all-weather driving surface. (NFPA 1, 18.2.3.5.2)	Unresolved
49.	Public Safety - Fire Marshal	NO PARKING Signage and yellow striping for all fire department appliances such as FDC's, fire hydrants and fire department lanes shall be provided in accordance with NFPA 1, 18.2.3.6.1	Unresolved
50.	Public Safety - Fire Marshal	Point of service (POS) for automatic sprinkler system is not shown. POS must be indicated and designated in accordance with 633.102(24) State Statute. Point-of-service means the point at which the underground piping for a fire protection system, as defined in section 633.102(24), using water as the extinguishing agent becomes used exclusively for the fire protection	Unresolved

		system.	
51.	Public Safety - Fire Marshal	Additional comments may be generated based on resubmittal.	Unresolved
52.	Public Works - Engineering	Please verify Grading note 21 on General Notes page. The reference does not appear to be correct.	Unresolved
53.	Public Works - Engineering	The 100-year, 24-hour peak stage is not correct. Please verify and adjust.	Unresolved
54.	Public Works - Engineering	Please clearly label all pipes and inlets. (Size type inverts etc.) Note that the County minimum pipe size is 15". If anything smaller is to be considered it will require detailed calculations. Note that down spout and yard drains are not advisable in the same system especially if pipe size is in question. provide all required information and hydraulic modeling.	Unresolved
55.	Public Works - Engineering	Provide additional grading around the building. Clearly show how the drainage will be collected. Provide spot elevations and sections.	Unresolved
56.	Natural Resources	No review required. Additional comments may be generated in the following submission.	N/A

**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	Reviewer	Email	Reviewer Comments
Public Safety - Addressing	Tiffany Owens	towens@seminolecountyfl.gov	407-665-5045
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391
Buffers and CPTED	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388
Public Works - Impact Analysis	William Wharton	wwharton@seminolecountyfl.gov	407-665-5730
Building Division	Jay Hamm	jhamm@seminolecountyfl.gov	407-665-7468

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

☒ 1<sup>st</sup> RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
06/26/2024	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Kaitlyn Apgar, James Van Alstine, Matthew Maywald, Sarah Harttung, Tiffany Owens, Maya Athanas, Jim Potter



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	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7700	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1449	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3440	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5555	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5000	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-1800	<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>