

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

**Comment Document – Initial Submittal**

**A Development Review Committee (DRC) meeting will not automatically be scheduled for your item; one must be requested.** Please review the comments; if you determine that you would like to be scheduled for a 20 minute meeting with the Development Review Committee (DRC), please email your request to attend to [devrevdesk@seminolecountyfl.gov](mailto:devrevdesk@seminolecountyfl.gov) or call (407) 665-7372 no later than noon on Thursday, 12/28/2022, in order to place you on the Wednesday, 01/04/2023 meeting agenda.

**MEETINGS ARE NOW BEING HELD IN A HYBRID FORMAT (IN-PERSON AND VIRTUALLY ON ZOOM), IF YOU REQUEST A MEETING, YOU MUST INDICATE WHETHER YOU WOULD LIKE TO ATTEND THE MEETING IN-PERSON OR REMOTELY VIA ZOOM.**

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 at <http://www.seminolecountyfl.gov/departments-services/board-of-county-commissioners/meeting-agendas.stml>

<b>PROJECT NAME:</b>	<b>INTERNATIONAL PARKWAY (365) - SITE PLAN</b>	<b>PROJ #: 22-06000044</b>
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	10/13/22	
RELATED NAMES:	EP AL TEHRANI, PE	
PROJECT MANAGER:	DOUGLAS ROBINSON (407) 665-7308	
PARCEL ID NO.:	07-20-30-300-002A-0000	
DESCRIPTION	NEW PARKING LOT, DRAINAGE AND LANDSCAPE	
NO OF ACRES	0.56	
BCC DISTRICT	5-ANDRIA HERR	
CURRENT ZONING	M-1A	
LOCATION	SOUTHEAST OF INTERNATIONAL PARKWAY AND MAINTENANCE POINT	
FUTURE LAND USE	IND	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
VINCENT WOLLE 108 COMMERCE ST SUITE 200 LAKE MARY FL 32746 (407) 448-1823  CREMANAGER@GMAIL.COM	AL TEHRANI, PE 622 PEACHWOOD DR ALTAMONTE SPRINGS FL 32714 (407) 948-0811  TEHRANICONSULTINGENGINEERING@GMAIL.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**

Ref. #	Group Name	Reviewer Comment	Status
1.	Buffers and CPTED	Parking lot landscaping is required in accordance with SCLDC Sec. 30. 1292. Please provide the calculation for this on the landscape plan.	Not Met
2.	Buffers and CPTED	Based on information available at this time and the land use intensity of the site, a 0.2 opacity buffer is required on the west. Staff recognizes the constraint of the site in terms of area for landscaping. Please see sec. 30.1290 and sec. 30.1291 for alternative options.	Not Met
3.	Buffers and CPTED	The landscape plan must include a table that indicates the length, width, plant unit selection and calculation for each buffer. Please also indicate the number of existing and proposed plants within each buffer.	Not Met
4.	Natural Resources	The development of the site shall make the most advantageous use of topography and preserve mature trees and other natural features wherever possible. No site plan shall be approved that would result in the removal of over seventy-five (75) percent of existing trees, with trunk diameters of six (6) inches or greater, from any site, unless the Planning Manager finds that the development of the site would be severely restricted. Special consideration and credit shall be given to the retention of trees having a trunk diameter of twenty-four (24) inches or larger. Show location, size, and species of trees with minimum DBH of three (3) inches being removed and saved. SCLDC 60.22	Not Met
5.	Natural Resources	Show tree replacement table. An example has been uploaded to the Resources folder. SCLDC 60.22(f)	Not Met
6.	Natural Resources	Show tree preservation procedures for construction and development. SCLDC 60.22(c)	Not Met
7.	Planning and Development	Parking spaces are required to be 10 x 20. Please revise. SCLDC Sec. 30.1221. Please show the dimensions of all proposed parking spaces.	Not Met
8.	Planning and Development	Site access, parking and the provision to allow a dumpster are proposed in a nonexclusive access and parking easement between Central Florida Lending, LLC and the owner of the easement - Seminole County. The site plan cannot be approved until the easement agreement with Seminole County is executed.	Not Met
9.	Planning and Development	Sheet C401: Under "Development Data", please revise the existing zoning to read M-1A, not M-A1.	Not Met

10.	Planning and Development	Sheet C401: Under "Development Data", the proposed zoning says Planned Development (PD). A rezone would need to be completed prior to a site plan being approved. There is a record of a withdrawn PD application from the 2016-2017 time period.	Not Met
11.	Planning and Development	Please list landscape and irrigation plans on C101 - Cover Page.	Not Met
12.	Planning and Development	Irrigation Plan: Please revise notes one (1) and six (6) to reflect Seminole County requirements. Please indicate the location of the rain sensor, which must be located in an uncovered area. SCLDC Sec. 30.1231	Not Met
13.	Planning and Development	Landscape and Irrigation Plans: Please read and comply with SCLDC Sec. 30.1231, including listing square footage of all proposed water use zones.	Not Met
14.	Planning and Development	Please show all setbacks on Sheet C401 - Site Plan.	Not Met
15.	Planning and Development	Sheet LA2: Note 11, use of Bermuda Grass - is inconsistent with use of Bahia grass as proposed on Sheet LA1. Please correct.	Not Met
16.	Planning and Development	Sheet C401- Site Plan: Please show the location of the loading zone for the proposed warehouse use.	Not Met
17.	Planning and Development	Wheel stops or curbing may be required if parking spaces do not meet the minimum 10 feet x 20 feet required dimensions. SCLDC Sec. 30.1230(a)(4)	Not Met
18.	Planning and Development	Please indicate new dumpster location or confirm if the existing dumpster location is to be used for this site.	Not Met
19.	Planning and Development	PROXIMITY TO TRAIL CORRIDOR: Site access is proposed across the Seminole Wekiva Trail. Please indicate any measures that would be taken to provide ADA access to and ensure a safe crossing of the access point. Seminole County Trails Protection - SCLDC Sec. 190.97	Not Met
20.	Public Safety - Addressing	The 911 map and zip code layer provided to the County indicates this is Lake Mary 32746. USPS.com zip code with address search also indicates this is Lake Mary. Please correct the city name from Heathrow, to Lake Mary 32746, on the 001 C101 Cover.pdf; and 005 C401 Site Plan.pdf . Ensure the side bars of the page are also corrected.	Not Met
21.	Public Safety - Fire Marshal	NO PARKING Signage and/or yellow stripping for all fire department appliances, FDCs, fire hydrants and fire department lanes and turn arounds shall be provided in accordance with NFPA 1, 18.2.3.5 (2018) Please provide at curb at the fire hydrant.	Not Met
22.	Public Safety - Fire Marshal	Provide Fire Lane Signage per NFPA 1, 2018 ED, CH 18, 18.2.3.6.3 (Florida Specific)	Not Met
23.	Public Safety - Fire Marshal	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 212 in. NFPA 1, 18.5.7.	Not Met
24.	Public Safety - Fire Marshal	Hydrant shall be marked with a blue reflector that is placed in the roadway in accordance with NFPA 1, chapter 18.5.10 (2018)	Not Met
25.	Public Safety - Fire Marshal	Additional Comments may be generated upon resubmittal.	Not Met
26.	Review Coordinator	The survey must be digitally signed, sealed and verified by a 3rd party certificate authority if it is being submitted electronically. If this is not available, you may submit one set of the survey to our office that has been signed and sealed with an original seal and signature. Please note there is an additional fee for our office to upload paper submittals on behalf of the applicant.	Met

27.	Review Coordinator	DIGITAL SIGNATURES - The following requirement pertains to all State Licensed Professional Engineers, Architects, Landscape Architects, and Professional Surveyors and Mappers: **Digital signatures must contain a security certificate that has been issued through a 3rd Party Certification Authority. Certificates may be purchased through any 3rd Party Certification Authority whose certificate is for digital signing of electronic files that the signer has been paid to produce for a client for the purpose of approval of development and/or construction. **The following verbiage is required to accompany the digital signature image and must be placed in the area where a file would normally be signed and sealed if in hard copy: 1) This file has been signed electronically using a digital signature. 2) Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies. For specific signing requirements, visit the County Digital Signature web page at: <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.shtml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.shtml</a> If you would like the County to check that your digital signature meets all requirements prior to submitting any work, please use the Digital Signature Delivery form at: <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.shtml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.shtml</a>	Met
28.	Review Coordinator	The drawings must be digitally signed, sealed and verified by a 3rd party certificate authority if it is being submitted electronically. If this is not available, you may submit one set of the drawings to our office that has been signed and sealed with an original seal and signature. Please note there is an additional fee for our office to upload paper submittals on behalf of the applicant.	Met
29.	Review Coordinator	The 3rd party digital stamp on the boundary survey is not valid. The survey needs to be restamp with a valid 3rd party stamp.	Met
30.	Buffers and CPTED	Buffer information can be found here: <a href="http://www.seminolecountyfl.gov/core/fileparse.php/3295/urlt/bufferingbooklet.pdf">http://www.seminolecountyfl.gov/core/fileparse.php/3295/urlt/bufferingbooklet.pdf</a> f Buffer regulations (SCLDC Part 67) can be found with the Municode link in the Resources Tab of your eplan task or the link provided below: <a href="https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU">https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU</a>	Informational
31.	Buffers and CPTED	Please refer to the SCLDC sections 30.1282 and 30.1284 on opacity and plant units.	Informational
32.	Buffers and CPTED	Please see the example materials provided in the "resources" folder to aide in landscape plan submittals.	Informational
33.	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). <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>	Informational
34.	Planning and Development	INFORMATIONAL: You must submit a revision of your site plan based upon comments of the various reviewers. This will be your first revision. Two revisions are included in the site plan application fee.	Informational
35.	Planning and Development	INFORMATIONAL: A separate permit (issued by the Building Division) is required for a dumpster.	Informational
36.	Planning and Development	INFORMATIONAL: A separate permit (issued by the Building Division) is required for signage.	Informational
37.	Planning and Development	One of the elevations appears to be labeled incorrectly and needs to be changed to west.	Informational
38.	Public Safety - Addressing	(POSTING) Commercial address numbers are to be a minimum of 6" inches in height and half inch width. SCLDC SEC 90.5(1)	Informational

39.	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 signage. Numbers shall be visible from both directions of the street. SCLDC SEC 90.5(7)	Informational
40.	Public Works - Impact Analysis	The proposed use of the site is expected to generate less than 50 peak hour trips based on ITE Trip Generation data. A traffic impact analysis is not required at this time.	Informational

## 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	Status	Reviewer Comments
Buffers and CPTED	Maya Athanas	mathanas@seminolecountyfl.gov	Corrections Required	(407) 665-7388
Building Division	Tony Coleman	acoleman@seminolecountyfl.gov	Approved	
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	No Review Required	
Environmental Services	Paul Zimmerman	pzimmerman@seminolecountyfl.gov	Approved	Paul Zimmerman, PE (407) 665-2040
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	Corrections Required	Phone: 407-665-7391
Planning and Development	Doug Robinson	drobinson03@seminolecountyfl.gov	Corrections Required	
Public Safety - Addressing	Diane Koschwitz	dkoschwitz@seminolecountyfl.gov	Corrections Required	Diane Koschwitz 407-665-5190 (Lake Mary)
Public Safety - Fire Marshal	Diane Gordon	dgordon@seminolecountyfl.gov	Corrections Required	407.665.2681
Public Works - Engineering				
Public Works - Impact Analysis	William Wharton	wwharton@seminolecountyfl.gov	No Review Required	

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

☒ 1<sup>st</sup> RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF
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		MEMBERS FOR FURTHER REVIEW:
12/28/2022	The application fee allows two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Maya Athanas, Doug Robinson,
<p>The application fee allows two resubmittals. For the third review, the resubmittal fees are:</p> <p>Major Revision: 50% of original application fee. Minor Revision: 25% of original application fee.</p> <p>Summary of Fees: <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml</a></p> <p><b>NOTE:</b> Other fees may be due: see comments for any additional fees due for your development project. (example: Addressing fee)</p> <p>REQUIRED FOR THE SECOND (2ND) AND ALL SUBSEQUENT SUBMITTALS:</p> <p><b>DIGITAL SIGNATURES – The use of PEDDS signing method sunsetted on June 30, 2015. Design professionals must use digital signatures that have been verified through a 3rd party Certificate Authority.</b></p> <p>This is a commercial service that the consultant would contract with a provider for. Seminole County does not endorse any specific certificate authority. Digital signing (with a certificate issued through a 3rd party Certificate Authority) should contain an image that includes the design professional's seal, name and license number. This is required by law for all design professional's and will be returned for correction if the signature does not meet the minimum requirements of the Florida Statutes and Florida Administrative Code.</p> <p>Customers may, at their discretion, wish to send the County their digital signature certificate in advance of any reviews of their work. To do so, customers must complete the Digital Signature Affidavit form and follow the instructions as noted on the ePlan Review web page. <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.stml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.stml</a></p>		

Upon completion of your plan review process, Planning and Development staff must authorize and stamp plans for construction use. Once you receive an approval letter from Seminole County, the site contractor must contact Seminole County Planning and Development Inspections to schedule a pre-construction conference prior to the start of any site work. Upon issuance of the site permit, your approved drawings and/or documents will be released to you through the ePlan System. For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

**Cities:**

Altamonte Springs	(407) 571-8000	<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>