

**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>SR 46 REZONE - PD REZONE</b>	<b>PROJ #: 24-20500003</b>
APPLICATION FOR:	PZ - PD	
APPLICATION DATE:	5/16/24	
RELATED NAMES:	Z2024-09	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	28-19-30-503-0000-0070	
PROJECT DESCRIPTION	PROPOSED REZONE FROM C-1 TO PD FOR AN OFFICE ON 1.24 ACRES LOCATED ON THE NORTH SIDE OF SR 46, EAST OF MONROE RD	
NO OF ACRES	1.24	
BCC DISTRICT	Andria Herr	
LOCATION	ON THE NORTH SIDE OF SR 46, EAST OF MONROE RD	
FUTURE LAND USE-	HIPTI	
SEWER UTILITY	CITY OF SANFORD	
WATER UTILITY	SANFORD	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
CHRISTOPHER WAGNER MNRL PROPERTIES, LLC 975 BENNETT DR LONGWOOD FL 32750 (727) 599-7729	LARRY POLINER RCE CONSULTANTS LLC 617 ARVERN DRIVE ALTAMONTE SPRINGS FL 32701 (407) 452-8633 LARRY@RCECONSULTANTS.NET	

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:**

#### AGENCY/DEPARTMENT COMMENTS

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	Dimension proposed buffers on the MDP.	Unresolved
2.	Buffers and CPTED	Staff recommends a greater buffer on the north adjacent to existing residential.	Unresolved
3.	Buffers and CPTED	Buffer information can be found here: <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>	Info Only
4.	Buffers and CPTED	Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups.	Info Only
5.	Buffers and CPTED	Residential zoning to the north will trigger a parking buffer requirement under SCLDC Sec. 30.14.8 if parking is proposed within 25' of the property line. This is additional to the standard buffer requirement for the retail use. Please add a note to the MDP that states parking will not be placed within 25' of the north boundary, OR add a note that the parking buffer will be provided if necessary in addition to any required buffers.	Unresolved
6.	Buffers and CPTED	For a complete Buffer Review please provide the Hours of Operation, Impervious Surface Ratio, and proposed Building Height in feet.	Unresolved
7.	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. Add a note to the MDP to state this will be complied with.	Unresolved
8.	Buffers and CPTED	PD CRITERIA: If a PD is proposed: Per Sec. 30.8.5.3 - Review criteria. of the Land Development Code: "In addition, PD zoning may be approved only when the Board determines that the proposed development cannot be reasonably implemented though existing provisions of this Code, and that a PD would result in greater benefits to the County than development under conventional zoning district regulations." Please indicate with the rezone application if alternative landscaping is proposed that will result in greater benefits to the County.	Unresolved
9.	Buffers and CPTED	Parking lot landscaping must be provided per 30.10.11.5 Parking areas. Add a note this will be complied with.	Unresolved
10.	Buffers and CPTED	Add a note to the MDP that the south buffer will be provided per 30.10.11.4 Required corridor landscaped buffer and buffer requirements. Dimension this 25' buffer on the MDP.	Unresolved
11.	Buffers and CPTED	Additional comments may be generated at the next cycle once staff is able to do the complete buffer analysis.	Info Only
12.	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
13.	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
14.	Building	The location of accessible parking spaces, loading zones, sidewalks,	Info Only

	Division	and exit ramps shall meet requirements of the 8th ed (2023) FBC, Florida Accessibility Code for Building Construction.	
15.	Building Division	A change of occupancy classification will require a permit and possibly an alteration to the existing structure to comply with current code (8th ed. Florida Existing Building Code, Chapter 9.) Example: Business to Mercantile, Residential to Commercial	Info Only
16.	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
17.	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
18.	Comprehensive Planning	The application states proposed use as light office but the MDP states general retail. Please list specific uses (example: all uses in C-1). List prohibited uses.	Unresolved
19.	Comprehensive Planning	The Attachment A Text Section was included in the application but not completed. Please fill out any of the narrative sections that apply to this Future Land Use Amendment.	Unresolved
20.	Comprehensive Planning	Please provide the Attachment A worksheet completed.	Unresolved
21.	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
22.	Planning and Development	The parking calculation breakdown references office and warehouse, please provide a list of permitted uses.	Unresolved
23.	Planning and Development	Please clearly define perimeter boundary lines on the MDP.	Unresolved
24.	Planning and Development	The MDP proposes a rear yard setback of 10 feet, staff recommends a rear yard setback of 30 feet due to the abutting residential properties.	Unresolved
25.	Planning and Development	Please provide a lines symbol legend on the Master Development Plan (MDP).	Unresolved
26.	Planning and Development	Under the Site Data Table, please provide the use of each building under the Building Information.	Unresolved
27.	Planning and Development	Please dimension parking spaces and note minimum size requirement under the Site Data Table.	Unresolved
28.	Planning and Development	Please provide the adjacent parcels PID, FLU, and zoning on the MDP.	Unresolved
29.	Planning and Development	Are you utilizing the address as the PD name? If not, please provide the PD name. Please be sure to label the MDP page with the desired PD title (or address, if applicable).	Unresolved
30.	Planning and Development	Planned Developments (PD) require a minimum of 25% open space. Please provide the open space breakdown and calculation in the Site Data Table.	Unresolved
31.	Planning and Development	Is a dumpster proposed? If so, please show location on MDP and make the following note, "Dumper enclosure will meet Seminole County Land Development Code Sec. 30.14.15. - Screening." Dumpster will require a separate permit.	Unresolved
32.	Planning and Development	In notes under Site Data, please put the following language, "Outdoor lighting will comply with Seminole County Land Development Code Sec. 30.15.1. - Exterior lighting requirements."	Unresolved

33.	Planning and Development	Please provide a survey that is signed and sealed by the surveyor of record.	Unresolved
34.	Planning and Development	Please provide utility capacity letters from the City of Sanford establishing adequate capacity for the intended project.	Unresolved
35.	Planning and Development	All parking regulations are applicable as set forth in Seminole County Land Development Code Chapter 30, Part 11, including those sections referring to bicycle parking (see Sec. 30.11.7. - Miscellaneous design standards. for more info). Please amend or clarify accordingly. See Part 11 Parking and Loading Regulations for more information: <a href="https://library.municode.com/fl/seminole_county/codes/land_developm ent_code?nodeId=SECOLADECO_CH30ZORE_PT11PALORE">https://library.municode.com/fl/seminole_county/codes/land_developm ent_code?nodeId=SECOLADECO_CH30ZORE_PT11PALORE</a>	Unresolved
36.	Planning and Development	The subject property is within the North I-4 Industrial Target Area. See Comprehensive Plan Policy FLU 4.5.3 North I-4 Corridor Higher Intensity Planned Development-Target Industry (HIP-TI) Permitted Uses and Locational Standards.	Info Only
37.	Planning and Development	Permitted uses on the subject site must be considered a Target Industry. Per Policy FLU 7.3.3 Target Industries: The Board of County Commissioners shall define Target Industries and the specific businesses offering high wage jobs by adopting specific recruitment and retention guidelines. A catalogue listing the specific companies that fit the profile of targeted Industries shall be continually maintained (see Exhibit FLU: Target Industry Uses).	Info Only
38.	Planning and Development	The attachment A worksheet in the submitted application must be completed.	Unresolved
39.	Planning and Development	Please provide a narrative addressing the review criteria for PD Rezones. This includes consistency with the Comprehensive Plan and provision of greater benefit/innovation than conventional zoning would typically provide. In addition, any proposed development under the PD ordinance must meet or exceed the arbor, tree preservation, and tree planting requirements of this Code on a project-wide basis; and minimize transportation impacts through design elements. Please see Sec. 30.8.5.3 Review criteria. for more information <a href="https://library.municode.com/fl/seminole_county/codes/land_developm ent_code?nodeId=SECOLADECO_CH30ZORE_PT8SPZODI_S30.8.5PDPLDE">https://library.municode.com/fl/seminole_county/codes/land_developm ent_code?nodeId=SECOLADECO_CH30ZORE_PT8SPZODI_S30.8.5PDPLDE</a>	Unresolved
40.	Planning and Development	Please specify if you are pursuing the Small Scale Future Land Use Amendment to PD. It appears the application would need to be revised and appropriate fees paid for such application, if applicable. If permitted uses fit into the HIP-TI permitted uses, it may not be necessary to do such. Please advise in any event.	Unresolved
41.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
42.	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
43.	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
44.	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	Info Only

		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 21/2 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"	
45.	Public Safety - Fire Marshal	Any tenant improvements or change of use/occupancy shall require a separate permit and review through the building department in accordance with NFPA 1/101 2021 ed and FFPC 8th ed.	Info Only
46.	Public Works - Engineering	The site does not currently have a stormwater system. Per the Seminole County Public Works Engineering Manual, 2.4.2 Retention/Detention Facilities Design Criteria B. Redeveloped Sites, Redevelopments which have no increase or a net decrease in impervious area yet lack evidence of a functioning retention or retention-detention facility may be required to retrofit the site to current County standards. There are known drainage issues in the area. Please provide water quality retention for the site. Please show this on the plan and add a note that the site will meet Seminole County and SJRWMD drainage requirements.	Unresolved
47.	Public Works - Engineering	The parking table states that 34 parking spaces are provided. Staff only sees about 18 designated spaces. Please show the required parking spaces. Most if not all of the parking spaces do not meet parking space standards. Please show all spacing meeting county requirements.	Unresolved
48.	Public Works - Engineering	There are two existing driveways that do not meet separation requirements of 330'. The access also do not meet separation from US 17 92 / Monroe Road. Please remove the west driveway.	Unresolved
49.	Public Works - Engineering	Please show an ADA accessible path to the sidewalk in the ROW.	Unresolved

**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/Contact
Buffers and CPTED	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388
Building Division	Tony Coleman	acoleman@seminolecountyfl.gov	407-665-7581
Comprehensive Planning	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388
Environmental-Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764
Public Works - Impact Analysis	William Wharton	wwharton@seminolecountyfl.gov	407-665-5730

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:
7/17/2024	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Kaitlyn Apgar, Jim Potter, Maya Athanas

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.shtml>

**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>