

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

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>WILSON &amp; COMPANY WAREHOUSE OFFICE – SITE PLAN</b>	<b>PROJ #:</b> 24-06000036
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	5/21/24	
RELATED NAMES:	EP JOHN FRITH	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	11-21-31-506-0000-0080	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR AN OFFICE BUILDING AND PARKING ON 1.22 ACRES IN THE M-1 ZONING DISTRICT LOCATED ON THE WEST SIDE OF KENNEDY PT, SOUTH OF CR 426	
NO OF ACRES	1.22	
BCC DISTRICT	2-Jay Zembower	
CURRENT ZONING	M-1	
LOCATION	ON THE WEST SIDE OF KENNEDY PT, SOUTH OF CR 426	
FUTURE LAND USE-	IND	
SEWER UTILITY	NA	
WATER UTILITY	NA	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
BARRY HENDERSON WILSON & COMPANY, INC 1227 E BROADWAY ST STE 101 OVIEDO FL 32765 (407) 509-0834 BARRYHENDERSON@WILSONCOMPANY.NET	JOHN FRITH, P.E. FRITH & ASSOCIATES, INC 8811 GREAT COVE DR ORLANDO FL 32819 (407) 363-0739 JFRITH@AOL.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**

No.	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	A 25' landscaped green area is required along the front property line. This must be located interior of the utility easement. Please correct and dimension this on the overall site plan and landscape plan.	Unresolved
2.	Buffers and CPTED	A 0.4 opacity buffer is required on the north, adjacent to the road. Please locate this interior of the utility easement. Show this on the landscape plan and overall site plan.	Unresolved
3.	Buffers and CPTED	Provide a calculation for the north 0.4 opacity buffer on the landscape plan. An example has been provided in the resources folder in eplan.	Unresolved
4.	Buffers and CPTED	Please add the parking lot landscape calculation on the landscape plan.	Unresolved
5.	Buffers and CPTED	Parking lot landscaping will be required in accordance with SCLDC Sec. 30.14.13.	Unresolved
6.	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
7.	Buffers and CPTED	Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups.	Info Only
8.	Buffers and CPTED	Please use plant unit type E on the north buffer. See the example provided in the resources folder in eplan.	Unresolved
9.	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
10.	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
11.	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
12.	Building	All site lighting on Commercial parcels require a building	Info Only

	Division	permit prior to commencement of work. This is a standalone permit separate from all other required permits.	
13.	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
14.	Environmental - Impact Analysis	Seminole County is the Water service provider for this project. Capacity reservation will be required.	Unresolved
15.	Environmental Services	On Sheet C3: Utility Plan, please specify the fire hydrant (the one by the proposed meters) as public by updating the callout to "exist. public fire hydrant". If any of these water valves are in the path of the proposed sidewalk extension, ensure they are brought up to grade with the overlaying sidewalk. For the second fire hydrant that is shown on the left-hand side of the page, please verify if it exists in the field as neither the record drawings nor google street view show it. If it does exist, please specify if it is public or private.	Unresolved
16.	Environmental Services	On Sheet C3: Utility Plan, please review/revise the cleanout invert elevations to ensure that sewer from both buildings properly flow by gravity into the septic system. Please show the invert elevation for the proposed cleanout leaving the Phase 1 proposed building.	Unresolved
17.	Environmental Services	On Sheet C3: Utility Plan, I believe it would be more cost effective to consolidate the two proposed meters down into a single water meter, although this single water meter would likely need to be upsized to accommodate the entirety of flow (like a single 2" meter). We typically only use irrigation meters for properties that are also serviced by County sewer (sewer billing is only based off of the indoor water usage, so irrigation meters are used to ensure irrigation water is kept separate from the sewer bill. Also, the irrigation meter rates are slightly higher than the regular water meter rates so since the property will be on septic, excluding the irrigation meter would likely be better cost-wise).	Unresolved
18.	Environmental Services	On Sheet C3: Utility Plan, please select either a 1-1/2" water meter or a 2" water meter. We do not have 1-3/4" water meters. Water meters are bought from the County	Unresolved

		and then installed/inspected/calibrated by County utility personnel.	
19.	Environmental Services	On Sheet C3: Utility Plan, please show the extents of the existing 10 ft utility easement along the frontage of the property. As long as the proposed meter(s) are captured within the existing 10 ft utility easement, the proposed 10 ft x 18 ft utility easement would not be needed.	Unresolved
20.	Environmental Services	On Sheet C3: Utility Plan, please provide a small table or note listing the anticipated water demand (in GPD). This is used for water capacity reservation purposes.	Unresolved
21.	Environmental Services	On Sheet C5: Detail Plan please update the utility details by following the instructions on the Seminole County Utilities Engineering website to access our latest details/standards: <a href="https://www.seminolecountyfl.gov/departments-services/utilities/utilities-engineering/utilities-details-standards.stml">https://www.seminolecountyfl.gov/departments-services/utilities/utilities-engineering/utilities-details-standards.stml</a>  Please include the following Seminole County Utilities standard details (SDs): SD 101, SD 104, SD 105, SD 207, SD 208, SD 211/212 depending on chosen water meter configuration per previous comment (only include SD 211 if only a single water meter is to be used), and SD 301.	Unresolved
22.	Environmental Services	On Sheet C6: Landscape Plan, be advised that it looks like a tree is proposed to be planted directly on top of the proposed septic tank location. May want to relocate the tree elsewhere.	Info Only
23.	Environmental Services	I've attached any relevant record drawings that we have within your project area. See the "Off Broadway Industrial Park 2004" file in the Resources folder on eplan for reference.	Info Only
24.	Planning and Development	IMPORTANT NOTE: Seminole County Land Development Code, Chapter 40, Sec. 40.14 and Sec 1.12 allows Site Plan approvals to be appealed to the BCC, therefore there must be a 30 day waiting period from the time the Site Plan is approved and any action is taken on that approval. If you wish to proceed with site work within the appeal period, you must sign a hold harmless agreement. You can find the form at this link: <a href="http://www.seminolecountyfl.gov/core/fileparse.php/3207/urlt/HoldHarmlessPendingAppeal.pdf">http://www.seminolecountyfl.gov/core/fileparse.php/3207/urlt/HoldHarmlessPendingAppeal.pdf</a>	Info Only
25.	Planning and Development	On the site plan sheet under the site data, please provide the maximum Floor Area Ratio (F.A.R.).	Unresolved
26.	Planning and Development	On the site plan sheet under the site data, please provide information about the intended use of the	Unresolved

		property, number of stories, maximum and proposed height of building, required building setbacks and proposed building setbacks.	
27.	Planning and Development	Show existing topography with a maximum of one (1) foot contour intervals for the proposed site, except where determined to be unreasonable by the Planning & Development Manager.	Unresolved
28.	Planning and Development	On the site plan sheet on the building layout, please provide the finished floor elevation.	Unresolved
29.	Planning and Development	Show all existing and proposed building restriction lines (i.e., easements and rights-of-way). In addition, state any commitments, such as, contributions to offset public facilities impacts.	Unresolved
30.	Planning and Development	Per Sec. 30.10.1.9 - On the site plan sheet, please show the loading and unloading areas, any underground and aboveground storage tanks for such uses such as fuel storage, waste oil holding tanks, chemical storage, hazardous waste storage and collection of contaminated stormwater or wash water and all similar uses.	Unresolved
31.	Planning and Development	Provide location of proposed driveway(s) and median cut(s). Provide internal traffic circulation plan, including directional arrows and signs to direct traffic flow. Show location of traffic-control signs and signalization devices.	Unresolved
32.	Planning and Development	Dumpsters will require a separate permit. Solid waste containers shall be in accordance with Seminole County Land Development Code Sec. 30.1233. Miscellaneous design standards.	Info Only
33.	Planning and Development	Under site data on the site plan sheet, please state the pervious area on site.	Unresolved
34.	Planning and Development	On the site plan sheet under the site data, please revise the required parking for the office parking. The minimum required number of parking spaces per Table 11.3-A. The office use is the first 10,000 square feet four (4) spaces / 1000 square feet, above 10,000 square feet three (3) spaces/ 1000 sq. ft.	Unresolved
35.	Planning and Development	On the site plan sheet under the site data, please revise the required parking for the manufacturing and warehouse parking. The minimum required number of parking spaces per Table 11.3-A. The manufacturing and warehouse off street parking requirements is one (1) space/ two (2) employees, Plus one (1) space / company vehicle.	Unresolved
36.	Planning and Development	On the site plan sheet under the site data table, please provide the parcel identification number.	Unresolved
37.	Planning and	The landscaping shall have 20% minimum of low water	Unresolved

	Development	use plant material provided and a maximum of 40% high water use plant material per SCLDC Sec. 30.1229(a)(2).	
38.	Planning and Development	Please provide and irrigation plan showing water use zones, rain sensor device and backflow preventor Rain sensor should be located in an open area. SCLDC Sec. 30.1231	Unresolved
39.	Planning and Development	All commercial, office, industrial shall comply with SCLDC Sec. 30.15.1 (a) of the Seminole County Land Development Code. A photometric plan is required to show that illumination onto adjacent properties does not exceed five-tenths (0.5) foot-candles.	Unresolved
40.	Planning and Development	Per Sec. 30.15.1 (b)(2) - All lighting on non-industrial zoned properties shall consist of cut-off fixtures mounted no higher than sixteen (16) feet. An exception to this requirement may be made if the applicant demonstrates that a greater height will not result in light spillage onto surrounding properties in excess of five-tenths (0.5) foot-candles; provided however, that in no event shall lighting exceed a maximum height of twenty-five (25) feet on a parcel adjacent to property with a Residential Future Land Use designation or a residential zoning classification.	Info Only
41.	Planning and Development	Per Sec. 30.15.1 (b)(3) - Lighting on industrial zoned properties (except that located within two hundred (200) feet of residential property) shall consist of cut-off fixtures mounted no higher than twenty-five (25) feet.	Info Only
42.	Planning and Development	On the site plan sheet under the site data table, please state the use for the "proposed building" on site.	Unresolved
43.	Planning and Development	Please provide the location and dimension of the sign.	Unresolved
44.	Planning and Development	Additional comments may be generated based on resubmittal.	Info Only
45.	Planning and Development	All outdoor lighting will require a separate permit. Lighting shall be in accordance with Seminole County Land Development Code Sec. 30.1234. - Outdoor lighting requirements.	Info Only
46.	Planning and Development	A separate building permit for signage will be required.	Info Only
47.	Planning and Development	On the site plan or landscape plan sheets, please show how the open space will be amenitized with picnic tables and benches	Unresolved
48.	Planning and Development	On the site plan sheet, please show where the location of the mechanical equipment will be placed on site and show how it will be screened from the view of rights of	Unresolved

		ways and adjacent properties.	
49.	Planning and Development	The property is served by septic. Please contact the FL Department of Health for Septic Requirements and/or permitting. A new system permit will need to be approved by the Seminole County Health Department. Contact: Raymond Roe 407-665-3619 <a href="mailto:raymond.roe@flhealth.gov">raymond.roe@flhealth.gov</a> . Health Department: <a href="http://seminolecohealth.com/EVH/ostds.asp">http://seminolecohealth.com/EVH/ostds.asp</a>	Info Only
50.	Planning and Development	A Boundary Survey is required as part of the site plan review process.	Unresolved
51.	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
52.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) All building/unit number(s) shall be issued by the Seminole County Office of Emergency Management Addressing Office. SCLDC 90.5	Info Only
53.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) Address and applicable fees will be determined at permitting upon the approved site plan. SCLDC 90.4(A) (C)	Info Only
54.	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 <a href="mailto:addressing@seminolecountyfl.gov">addressing@seminolecountyfl.gov</a> 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
55.	Public Safety - Addressing	Ask the question will the phase 1 (6980 sf) & phase 2 (6500 sf) proposed building be single or multi-tenant?	Question
56.	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.	Info Only

		*Address numbers are to be permanently installed facing the street the structure is addressed to.	
57.	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
58.	Public Safety - Addressing	(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
59.	Public Safety - Addressing	(POSTING) Unit numbers shall be a minimum of 3" inches in height, posted above or aside all means of ingress/egress, clearly visible upon approach and clear of any obstruction such as awnings. SCLDC SEC 90.5(1) (2). * For unit/suite numbers, it is recommended to add the name unit or suite before the number. There have been cases where 911 received calls and is given the address with the unit/suite number as the main building number. This causes delays when that same number is used elsewhere on the street, as a main building number.	Info Only
60.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) Multi-tenant commercial buildings will be issued a building number from the standard grid map and further assigned (4) digit unit numbers. SCLDC 90.5(1)	Info Only
61.	Public Safety - Addressing	(Development Name) The approved name shall be the only conspicuous name posted or advertised on signage. Following approval of the site plan, the applicant shall have one (1) year to commence construction. If no site construction has commenced within (1) one year, the project is considered expired and any approved development name that have been reserved, will be removed from the reserve list and considered void. (90.10(b)(c)(e)),(177.051)	Info Only
62.	Public Safety - Addressing	(Development Name) To avoid duplicate or similar names, the name by which a new development shall be legally known in the County, shall be submitted for compliance review to the E911 Administration, Attn: Addressing (email:addressing@seminolecountyfl.gov). Addressing checks the proposed name against the Seminole County Property Appraiser facility & subdivision names along with project names that are on reserve within the County. Potential names will be reviewed during Site Plan or Preliminary Subdivision Plan. The approved name shall be the only conspicuous name posted or advertised on signage and shall also be	Unresolved



		the title on the proposed plat (if applicable). Following approval of the site or final engineering plan, the applicant shall have one (1) year to commence construction. If no site construction has commenced within (1) one year, the project is considered expired and any approved development name, including street names, that have been reserved, will be removed from the reserve list and considered void. (90.10(b)(c)(e)),(Florida Statute 177.051)	
63.	Public Safety - Fire Marshal	Provide the required needed fire flow calculations in accordance with Section 18.4 and table 18.4.5.2.1 of NFPA 1 for the fire hydrants. The resulting fire flow shall not be less than 1000 GPM.	Unresolved
64.	Public Safety - Fire Marshal	Dead end fire department access roads in excess of 150 ft in length shall be provided with approved provisions for the fire apparatus to turn around per section 18.2.3.5.4 of NFPA 1	Unresolved
65.	Public Safety - Fire Marshal	The following is required for Access Signage for New Construction Sites: a. Signage sign shall read 'NO PARKING FIRE LANE BY ORDER OF THE FIRE DEPARTMENT' or similar wording, 12 inch by 18 inch. b. Color: The sign shall have a white background with a red legend. c. Bottom of sign shall be seven feet above grade on posts. d. The sign shall be within sight of the traffic flow and be a maximum of 60 feet apart. NFPA 1, 18.2.3.6.3 (FL specific)	Unresolved
66.	Public Safety - Fire Marshal	If the building is sprinklered, location of Point of Service, Backflow Preventer and/or Post Indicating valves, and Fire Department Connection are required on the Site Plan in order to complete the Review (NFPA 1)	Unresolved
67.	Public Safety - Fire Marshal	All the following items shall be acknowledged and added to the site plan sheets as note: 1. Fire department access roads provided at the start of a project and shall be maintained throughout construction. (NFPA 1, 16.1.4). 2. A second entrance/exit might be required per AHJ if the response time for emergency is exceeded per NFPA 1, Section 18.2.3.3 Multiple Access Roads. 3. A water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material accumulates. This applies to both commercial and residential developments. (NFPA 1, 16.5.3.1). 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)	Unresolved

		shall be provided in front of each hydrant connection having a diameter greater than 2 1/2 in. NFPA 1, 18.5.7. 7. Hydrant shall be marked with a blue reflector that is placed 6" 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.	
68.	Public Safety - Fire Marshal	Please provide a flow test in accordance with NFPA 291 within the last 12 months to show the existing hydrant(s) meet the fire flow requirements.	Unresolved
69.	Public Safety - Fire Marshal	Verify compliance with table 18.5.4.3 for maximum fire hydrant fire flow capacity distance to the building, and number of hydrants.	Unresolved
70.	Public Safety - Fire Marshal	Based on the occupancy classification of office/warehouse, a fire sprinkler may be required. NFPA 1, Section 13.3.2.26.1.1 High-Piled Storage. An automatic sprinkler system shall be installed throughout all occupancies containing areas greater than 2500 ft <sup>2</sup> (232 m <sup>2</sup> ) for the high-piled storage of combustibles. 12000 for general storage	Unresolved
71.	Public Safety - Fire Marshal	Include turning radius analysis with plans. * Turning radius analysis based on aerial truck Specifications. (Section 18.2.3.4.3. NFPA 1) Fire Truck Parameters: Pierce Arrow XT Chassis Aerial Platform 100' Inside Cramp Angle: 40 Degrees Axle Track: 82.92 inches Wheel Offset: 5.30 inches Tread Width: 17.5 inches Chassis Overhang: 68.99 inches Additional Bumper Depth: 22 inches Front Overhang: 90.99 inches Wheelbase: 270 inches Overall length: 581.75 inches Calculated Turning Radius: Inside Turn: 25 ft. 7 in. Curb to Curb: 41 ft. 8 in. Wall to Wall: 48 ft. 5 in. Overall length: 48 ft 6in.	Unresolved
72.	Public Safety - Fire Marshal	Additional comments may be generated based on resubmittal.	Unresolved
73.	Public Safety - Fire Marshal	Vehicle access gates shall have an unobstructed clear width of not less than 20 feet gate, as well as a clear height of 13 feet 6 inches. (NFPA 1, 18.2.2) If electric gate, an SOS and knox key switch shall be provided. If manual gate a fire department knox key switch shall be provided.	Unresolved
74.	Public Works - Engineering	Please provide a signed and sealed topographic survey for the site. It is required to be in the NAVD 88 datum. Note that the original master plans and survey would have been in the NGVD 29 datum. Please verify datum and change all information into the NAVD 88 datum. It was seen that the datum appears to be the NAVD88 but	Unresolved

		please verify.	
75.	Public Works - Engineering	Please note that the current FEMA maps have a 2007 date and the panel numbers have changed. Please reference the correct panels.	Unresolved

**AGENCY/DEPARTMENT MARK UP COMMENTS**

*Comments within this section of the comdoc are from mark-ups on the individual plan sheets or documents in the ePlan system that correspond with the file identified in column "File Name".*

76.	Planning and Development	Please revise the proposed green space to state "proposed open space".	002 C1 Site Plan.pdf	Unresolved
77.	Planning and Development	Please move the Future Land Use under the site data table under zoning.	002 C1 Site Plan.pdf	Unresolved
78.	Planning and Development	Please remove zoning M-1 since it is already stated under the site data information.	002 C1 Site Plan.pdf	Unresolved
79.	Planning and Development	On each building layout on the site plan, please show the uses and the square feet.	002 C1 Site Plan.pdf	Unresolved
80.	Planning and Development	Please state the required impervious not the existing impervious.	002 C1 Site Plan.pdf	Unresolved
81.	Planning and Development	On the site plan sheet under the site data table, please state the required twenty-five (25) percent open space.	002 C1 Site Plan.pdf	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	STATUS	REVIEWER
Public Safety - Addressing	Corrections Required	Tiffany Owens 407-665-5045
Natural Resources	No Review Required	Sarah Harttung 407-665-7391
Planning and Development	Corrections Required	Annie Sillaway 407-665-7936
Public Safety - Fire Marshal	Corrections Required	Matthew Maywald 407-665-5177
Public Works - Impact Analysis	No Review Required	William Wharton 407-665-5730
Public Works - Engineering	Corrections Required	Jim Potter 407-665-5764
Environmental - Impact Analysis	Corrections Required	Becky Noggle 407-665-2143
Buffers and CPTED	Corrections Required	Maya Athanas 407-665-7388
Environmental Services	Corrections Required	James Van Alstine 407-665-2040
Building Division	Review Complete Recommend Approval	Jay Hamm 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:
6/27/24	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Annie, Jim, Maya, James, Matthew, Tiffany, Sarah, Becky
<p>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:  <b>Major Review (3+ reviewers remaining) – 50% of original application fee</b>  <b>Minor Review (1-2 reviewers remaining) – 25% of original application fee</b></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>		

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>

<b>Cities:</b>		
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>
<b>Other Agencies:</b>		
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
<b>Other Resources:</b>		
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>