

**SEMINOLE COUNTY GOVERNMENT**

1101 EAST FIRST STREET, WEST WING  
SANFORD, FLORIDA 32771

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>SANPIK OFFICE - PD FDP AS AN ENGINEERED SITE PLAN</b>	<b>PROJ #: 26-20500004</b>
APPLICATION FOR:	PZ - PD	
APPLICATION DATE:	2/25/26	
RELATED NAMES:	Z2026-07	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	04-20-31-300-0340-0000	
PROJECT DESCRIPTION	PROPOSED PD FDP AS AN ENGINEERED SITE PLAN FOR A WAREHOUSE STORAGE ON 6.10 ACRES LOCATED ON THE WEST SIDE OF BEARDALL AVE, NORTH OF MOORES STATION RD	
NO OF ACRES	6.10	
BCC DISTRICT	5: HERR	
LOCATION	ON THE WEST SIDE OF BEARDALL AVE, NORTH OF MOORES STATION RD	
SEWER UTILITY	SANFORD	
WATER UTILITY	CITY OF SANFORD	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
MATTHEW SANDS BILL-MATT PROPERTIES LLC 1424 N RONALD REAGAN BLVD STE LONGWOOD FL 32750 (407) 988-1033	JASON BULLARD EXO LIMITED LLC 3319 MAGUIRE BLVD STE 130 ORLANDO FL 32803 (407) 743-0104	

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments 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.**

**PROTECT YOURSELF FROM FRAUDULENT INVOICES**

Seminole County has received reports of fraudulent invoices targeting applicants in the Planning, Building Permitting, and Development Review processes. These invoices may appear professional and may use the County’s logo, address, or terminology. However, they are not legitimate County communications. Seminole County never requests wire transfer payments for Planning or Building Permitting fees. All official fee invoices are issues through County online payment systems and can be verified by contacting the Development Services Department.

If you receive any invoice or payment request that appears suspicious or unfamiliar, contact the Planning Department at (407) 665-7371 or the Building Department at (407) 665-7050 prior to making any payment.

**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 Annie Sillaway	On the landscape plan, please revise the buffer calculations to state the type of plant group that is being used for each buffer along the north, south and eastern portions of the site. Once the plant groups have been selected by the Applicant the buffer calculations will need to be revised.	Unresolved
2.	Buffers and CPTED Annie Sillaway	On the landscape plan, please provide the type of trees that are being preserved as part of the plant key.	Unresolved
3.	Buffers and CPTED Annie Sillaway	The Variegated Lily Turfed is not an approved plant; however, the Lily Turf "Liriope spp" is an approved ground cover. Please revise the plant key to select another type of ground cover from the approved Plant Species List under Sec. 30.14.18 - Table 14.1.	Unresolved
4.	Buffers and CPTED Annie Sillaway	The "Asiatic Jasmine" is not an approved plant species; however, the "Confederate Jasmine" is an approved species. Please revise the plat key to show an approved plant species from Sec. 30.14.18 - Table 14.1.	Unresolved
5.	Buffers and CPTED Annie Sillaway	Please refer to the "Resources" folder to find the example plant unit calculations and the plant group opinions.	Info Only
6.	Buffers and CPTED Annie Sillaway	Comments may be forth coming based on the resubmittal.	Info Only
7.	Buffers and CPTED Annie Sillaway	On the landscape plan, Laurel Oaks are identified in the plant key and called out on the plan. If these trees are intended to be preserved, coordinate with the Natural Resources Officer to schedule a site visit, or obtain an arborist report confirming that the trees are healthy.	Unresolved
8.	Environmental Services James Van Alstine	On Sheet C-000: Cover, please update the utility owner contact information for sanitary sewer service - future to be the City of Sanford, not Seminole County Utilities. The County does not plan on ever expanding utilities into this area in the future as it is already claimed by the City of Sanford.	Unresolved
9.	Natural	The T&E report by Atlantic Ecological Consultants	Unresolved

	Resources Sarah Harttung	states that the property is entirely upland, but a wetland map was provided. County maps also indicate the presence of wetlands on the western side of the parcel. Wetlands are shown to be filled on the demolition plan. Provide a copy of the report that matches the on site conditions.	
10.	Natural Resources Sarah Harttung	Provide wetland mitigation documentation.	Unresolved
11.	Natural Resources Sarah Harttung	A 100% gopher tortoise survey will be required at the pre-construction meeting.	Info Only
12.	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
13.	Natural Resources Sarah Harttung	No applicant may be required to replace more than ninety caliper inches per acre (prorated for fractional acres) for each development approval or permit, as the case may be, upon demonstration that the applicant has avoided the removal of protected trees to the maximum extent practicable. SCLDC 60.9(d)(1)	Info Only
14.	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) Show more detailed grading around the trees proposed to be saved.	Unresolved
15.	Planning and Development Annie Sillaway	On the coversheet, please under the PD name Sandpik Office, state that it is a Final Development Plan as an Engineered Site Plan.	Unresolved
16.	Planning and Development Annie Sillaway	On all of the sheets, please state in the title block under Sanpik Office that it is a Final Development Plan as an Engineered Site Plan.	Unresolved
17.	Planning and Development Annie Sillaway	On the site plan sheet under the site data, the PD Name that is stated is different that the PD name that is on the coversheet and the title block. Please revise to state the correct PD name.	Unresolved
18.	Planning and Development Annie Sillaway	On the site plan under the site data, please revise the total square feet of the site from 264,431 sq. ft. to 264,409.2 sq. ft.	Unresolved
19.	Planning and Development Annie Sillaway	On the site plan, please place a note that states, "The proposed development will be completed in __ (state how many phases) ____."	Unresolved
20.	Planning and Development Annie Sillaway	On the site plan under the site data, please add to the open space the breakdown of what will be counted toward the open space calculations. Please refer to Sec. 30.14.2.2 Nonresidential Open Space. (a) The	Unresolved

		<p>purpose of open space in nonresidential developments is to set aside areas for landscaping, buffering, stormwater retention (subject to paragraph (d) below), recreation, aquifer recharge, and/or preservation of natural resources.</p> <p>(b) Open space shall be located entirely within the boundaries of the project and may include required landscaped areas and buffers; recreational lands and facilities accessible to employees and visitors to a site; and areas providing natural resource protection for floodplains, wetlands, aquifer recharge areas, wildlife habitat, and other natural features.</p> <p>(c) Within a single-ownership development, open space shall be maintained to preserve its required function(s) by the property owner. Within a subdivision or other form of multiple-ownership configuration, open space shall be in common area tracts and maintained by a property owners association.</p> <p>(d) Stormwater retention ponds may be counted toward the minimum required open space area subject to the following criteria:</p> <ol style="list-style-type: none"> <li>(1) The pond shall be sodded or dressed with equivalent ground cover; and</li> <li>(2) The pond shall be accessible to all employees and visitors and shall be landscaped and configured in a manner that results in a visual amenity for the site and shall include aesthetic features or amenities such as benches and/or picnic tables.</li> <li>(3) For wet ponds, if reclaimed water is unavailable, then the pond shall be designed to be utilized for landscape irrigation.</li> <li>(4) For wet ponds, littoral zones of ponds shall be vegetated with emergent native vegetation to the maximum extent possible, provided that maintenance of the pond is not impeded. Plans shall be reviewed and approved by the Natural Resource Officer or designee.</li> </ol> <p>(e) Natural lakes may be counted toward the minimum required open space area subject to the limitation in paragraph</p> <p>(g) below and the following criteria:</p> <ol style="list-style-type: none"> <li>(1) Only that portion of a lake that lies within the legal description of the project may count toward the required open space area; and</li> <li>(2) The lake shall be accessible to all employees or visitors and shall include other amenities including, but not limited to, trail facilities, boardwalks, fountains, benches, and picnic tables.</li> </ol> <p>(f) Conservation areas, defined for the purposes of this</p>	
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		<p>Part as 100-year floodplain and wetlands as delineated by the St. Johns River Water Management District, may be counted toward the minimum required open space area subject to limitations specified in paragraph (g) below.</p> <p>(g) Natural lakes and/or conservation areas within a development site shall not be credited to a combined maximum of more than fifty (50) percent of the required open space.</p> <p>(h) Site features noted in Section 30.14.2.5 may also be counted as open space.</p>	
21.	Planning and Development Annie Sillaway	On the overall site plan under the site data, please revise the building setback to state required and proposed building setbacks.	Unresolved
22.	Planning and Development Annie Sillaway	On the site plan under the site data, please revise the landscape buffers to state the required and proposed buffers.	Unresolved
23.	Planning and Development Annie Sillaway	On the site plan, please provide the boundary dimensions of the site.	Unresolved
24.	Planning and Development Annie Sillaway	On the site plan, please provide dimensions of the building.	Unresolved
25.	Planning and Development Annie Sillaway	On the site plan, please show the location of any proposed utility or drainage easement on site.	Unresolved
26.	Planning and Development Annie Sillaway	On the site plan, please dimension the parking spaces.	Unresolved
27.	Planning and Development Annie Sillaway	On the site plan under the site data, please revise the required parking calculations to include both uses of office and warehouse. The off-street parking requirements are: Manufacturing Concerns and Warehouses - 1 space / 2 employees Plus 1 space / company vehicle and Office - General Business / Retail / Office (including Shopping Centers) First 10,000 sq. ft. - 4 spaces / 1,000 sq. ft. and Above 10,000 sq. ft. - 3 spaces / 1,000 sq. ft.	Unresolved
28.	Planning and Development Annie Sillaway	On the site plan, please show where the sign for the business will be placed on site.	Unresolved
29.	Planning and Development Annie Sillaway	On the site plan under the site data, please revise the maximum Floor Area Ratio (F.A.R.) from 1.0 to 0.65.	Unresolved
30.	Planning and Development Annie Sillaway	On the site plan under the site data, please provide the number of employees and hours of operation.	Unresolved

31.	Planning and Development Annie Sillaway	On the site plan under the site data, please provide the required bicycle parking for the proposed uses. Please refer to Sec. 30.11.7.1.	Unresolved
32.	Planning and Development Annie Sillaway	On the landscape plan, please demonstrate how the open space areas will be amenitized.	Unresolved
33.	Planning and Development Annie Sillaway	On the site plan, please provide the following notes: - State who the water and sewer provider are. - Utility lines will be designed to meet Seminole County requirements. (insert utility provider if not Seminole County), - All project signage shall comply with the Seminole County Land Development Code. (if in an overlay, check for additional signage restrictions) - Additional right-of-way dedication to Seminole County may be required. (if, applicable) - The stormwater system shall be designed in compliance with Seminole County. -Sidewalks will be constructed in compliance with Seminole County.	Unresolved
34.	Planning and Development Annie Sillaway	Please provide a photometric plan showing the location of all outdoor lighting being proposed on site.  Informational: All outdoor lighting will require a separate permit. Lighting shall be in accordance with Seminole County Land Development Code Sec. 30.15.1 - Outdoor lighting requirements.	Unresolved
35.	Planning and Development Annie Sillaway	Please provide an approval letter from the City of Sanford for utilities either water or sewer or both. Please contact the City at 407-688-5000 to discuss utility requirements and a pre-annexation agreement prior to submitting a formal application with the County for development.	Unresolved
36.	Planning and Development Annie Sillaway	Per Condition J in the Development Order, please provide architectural renderings of the proposed buildings.	Unresolved
37.	Public Safety - Addressing Amy Curtis	(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

38.	Public Safety - Addressing Amy Curtis	(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
39.	Public Safety - Addressing Amy Curtis	(POSTING) Commercial address numbers are to be a minimum of six (6) in height and one-half ( ) inch in width. SCLDC 90.5 (1)	Info Only
40.	Public Safety - Addressing Amy Curtis	(ADDRESS ASSIGNMENT) All building/unit number(s) shall be issued by the Seminole County 911 Administration, Addressing Office. SCLDC 90.5	Info Only
41.	Public Safety - Addressing Amy Curtis	(ADDRESS ASSIGNMENT) Multi-tenant residential buildings will be issued a building number from the standard grid map and further assigned (3) digit unit numbers. SCLDC SEC 90.5(2)	Info Only
42.	Public Safety - Addressing Amy Curtis	(ADDRESS ASSIGNMENT) Address and applicable fees will be determined at permitting upon the approved site plan. SCLDC 90.4(A) (C)	Info Only
43.	Public Safety - Addressing Amy Curtis	(Development Name) The site plan name SANPIK OFFICE, has been approved for use. The approved name shall be the only conspicuous name posted or advertised on signage. 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)177.051) (email:addressing@seminolecountyfl.gov).	Info Only
44.	Public Safety - Addressing Amy Curtis	(ADDRESS ASSIGNMENT) The address 2850 S Beardall AVE, Sanford, FL 32773 will be assigned and released after a building permit is issued. SCLDC 90.5 (7)	Info Only
45.	Public Safety - Fire Marshal Matthew Maywald	Utility plan notes for "knox box" shall be changed to knox key switch and SOS system for electric gate or knox pad lock for manual gate. Please clarify. Also please clarify clear width opening of the gate. This shall not be less than 20 ft.	Unresolved
46.	Public Safety - Fire Marshal Matthew Maywald	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.	
47.	Public Safety - Fire Marshal Matthew Maywald	Please clarify on the utility plan as it shows a fire storage tank but also a potable line coming off the storage tank to the building. If water storage tank is for fire water, no other sources shall come off water storage tank.	Unresolved
48.	Public Safety - Fire Marshal Matthew Maywald	Provide the required needed fire flow calculations in accordance with Section 4 of NFPA 1142 2017 edition. This shall also establish the minimum water required to be on site within the water storage tank.	Unresolved
49.	Public Safety - Fire Marshal Matthew Maywald	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) 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.	Unresolved
50.	Public Safety - Fire Marshal Matthew Maywald	The requirements below shall be on all site plans as notes for sprinkled buildings: a. At minimum, a Class Five contractor is required to install fire lines. Fire lines shall begin at the point in which the piping is used exclusively for fire protection and end at a point 1-foot above the finished floor. b. The fire line for sprinkled buildings starts at the double detector check valve. c. No other water connection shall be off of the fire line. d. The Fire Department Connection shall be with-in 100 feet of the fire hydrant if standpipe system is provided. e. Any fire line charged by the FDC shall be DR-14	Unresolved

		pipe. f. The only valve allowed in the FDC line is a check valve. g. All fire lines shall be inspected by the Fire Inspection Dept. before being covered. – A separate permit and review is required for the installation of private fire mains	
51.	Public Safety - Fire Marshal Matthew Maywald	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: 4.68 inches Tread Width: 16.3 inches Chassis Overhang: 78 inches Additional Bumper Depth: 26 inches Front Overhang: 137.6 inches Wheelbase: 266 inches Overall length: 576 inches Calculated Turning Radius: Inside Turn: 25 ft. 4 in. Curb to Curb: 41 ft. 1 in. Wall to Wall: 48 ft. 1 in. Overall length: 48 ft	Unresolved
52.	Public Safety - Fire Marshal Matthew Maywald	Please clarify if the proposed fire tank is in lieu of fire flow requirements in NFPA 1 chapter 18.	Unresolved
53.	Public Safety - Fire Marshal Matthew Maywald	Plans shall establish compliance with NFPA 1142 and include but not limited to the total water supply to be provided and dry hydrant requirements including location.	Unresolved
54.	Public Safety - Fire Marshal Matthew Maywald	Dry hydrants shall be in accordance with NFPA 1142, and shall meet the location requirements outlined in chapter 8, including but not limited to distance being a minimum of 100 feet from any structure, no parking or obstacles within 20 feet of access side from the hydrant, protection from vehicle damage.	Unresolved
55.	Public Safety - Fire Marshal Matthew Maywald	Water delivery rate shall be provided and in accordance with NFPA 1142, table 4.6.1.	Unresolved
56.	Public Safety - Fire Marshal Matthew Maywald	Per NFPA 1142, 7.1.2 - Where required by the AHJ, the minimum water supply shall be available prior to combustibles being brought on site.	Unresolved
57.	Public Safety - Fire Marshal Matthew Maywald	Per NFPA 1142, 7.1.5 - In locations where adequate municipal-type water systems are not provided and additional fire protection is needed, minimum water supplies shall be established in, or transportable to, the designated area.	Unresolved
58.	Public Safety - Fire Marshal Matthew Maywald	Per NFPA 1142, 7.1.6 - Unless otherwise permitted by the AHJ, all approved nonpressurized water supply sources shall be accessible using dry hydrants that meet the requirements of this standard.	Unresolved

59.	Public Safety - Fire Marshal Matthew Maywald	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
60.	Public Safety - Fire Marshal Matthew Maywald	Provide compliance with NFPA 22 4.2 Water Sources. 4.2.1* The adequacy and dependability of the water source for filling the tank are of primary importance and shall be fully determined, with due allowance for its reliability in the future. 4.2.1.1 Any source of water that is adequate in quality, quantity, pressure, and reliability to fill the tank in accordance with this standard shall be permitted. 4.2.1.2 Where the water supply from a public service main is not adequate in quality, quantity, or pressure, an alternative water source shall be provided. 4.2.1.3 The adequacy of the water supply shall be determined and evaluated prior to the specification and installation of the tank. 4.2.1.4 The water supply shall be capable of filling the minimum required fire protection volume within the tank in a maximum of 8 hours.	Unresolved
61.	Public Safety - Fire Marshal Matthew Maywald	Additional comments may be generated based on resubmittal.	Unresolved
62.	Public Safety - Fire Marshal Matthew Maywald	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
63.	Public Works - County Surveyor Raymond Phillips	Why did you not hold the found iron rods 3 feet south of your western corners. you can't say that your holding a line parallel to the north line of the sw 1/4 as you didnt find the nw corner. You cannot have measured for 2 set corners (your west line) you cannot have measured along your north line to a corner you didnt find that would be (c) calculated. Its clear from the position of the fenceline on the north you should have held the found corner. 5j-17 requires that you should have set a witness corner for the corner you say tree on corner. why did you not hold the found corners on the right of way? there was no reason to set corners you could have if you didnt feel comfortable with the found corners just reported their miss. i am willing to bet that there is a corner on the south side of the chain link fence at the bend of your north property line. note 18 is not valid as you clearly label and surveyed the wetland line.	Unresolved
64.	Public Works - Engineering Jim Potter	Provide a stop bar and stop sign at the exit. (30" stop sign)	Unresolved

65.	Public Works - Engineering Jim Potter	Please verify the inbound and outbound Radii. It should be 35' for both.	Unresolved
66.	Public Works - Engineering Jim Potter	Please add the ADA statute with the fee. Please see the Public Works Engineering Manual details. F.A.C. 316.1955.	Unresolved
67.	Public Works - Engineering Jim Potter	There is an issue with the ROW. The ROW is only 40'. It is required to be 50' minimum to Moores Station Road unless approved by the County Engineer to provide less. Even if approved by the County Engineer, the frontage has to have 50' of ROW. Please revise the plans accordingly.	Unresolved
68.	Public Works - Engineering Jim Potter	Please provide a 5' sidewalk along the property frontage. The ditch may have to be piped to do this. Ensure that clear zone is provided. Paying into the sidewalk fund could be considered but it is approximately \$86 per linear foot and the area still has to be prepared for the sidewalk.	Unresolved
69.	Public Works - Engineering Jim Potter	ADA access is required to be taken to the public ROW. Provide the ADA path to the required sidewalk in the ROW.	Unresolved
70.	Public Works - Engineering Jim Potter	The ADA spaces are required to be as close as reasonably possible to the main entrance to the building. Please move the spaces accordingly. Be sure to adjust grading to meet cross slope requirements if needed. Provide spot elevations at the outside edges of the ADA spaces to ensure proper slopes at all points.	Unresolved
71.	Public Works - Engineering Jim Potter	There is required to be appropriate access to the retention pond. Please provide a gate to the pond.	Unresolved
72.	Public Works - Engineering Jim Potter	Please verify the setback from the septic drain field and the retention system. It is typical 75' between them. Please provide documentation if it is less than 75'.	Unresolved
73.	Public Works - Engineering Jim Potter	As much of the site as possible needs to be collected and treated. Please adjust the septic Mound to discharge into the site. All impervious and building area has to be collected and routed to the ponds.	Unresolved
74.	Public Works - Engineering Jim Potter	Staff does not agree with the overall pre development basins. All the drainage generally goes to the east to the ditch system or a small area may go west to the wetland and into the airport. There is also onsite or onsite / offsite combined storage before getting to the roadway system. Please either model the areas that do not go directly to the roadway system as not getting there or model it as a long constant basin with the longest TC from back to front. Onsite storage has to be considered. It appears that the site may have been	Unresolved

		filled and altered. Please revise the predevelopment CN's to not have gravel. The house and driveway to the house can be considered only. View the Property Appraisers 2015 aerial for reference. <a href="https://map.scpafl.org">https://map.scpafl.org</a>	
75.	Public Works - Engineering Jim Potter	The Public Works Engineering Manual and SJRWMD graphs require 8.6" for the 25-year,24-hour rainfall amount. Please adjust the model accordingly. We do not accept the NOAA information.	Unresolved
76.	Public Works - Engineering Jim Potter	There are concerns with the outfall system. There are multiple undersized culverts to the south before it gets to a reasonable outfall. The rate of discharge needs to be reduced. The Pre vs post volumetric difference has to be held onsite or show that the downstream system can handle the flows. Per the Public Works Engineering Manual, we can require the entire 25-year, 24-hour storm to be held onsite without discharge.	Unresolved
77.	Public Works - Engineering Jim Potter	Staff has concerns with the amount of discharge going to the very small swale 4-C by the ROW. It appears to over follow into the ROW without a pollution control skimming device and only have 0.5' of storage. It would not catch the majority of the pollutants from the water quality volume. Please take all drainage to the rear pond or make the front swale 4-C into a larger pond and show it holds the water quality volume.	Unresolved
78.	Public Works - Engineering Jim Potter	There are concerns with the pipe system outfall from the wet pond overtopping from the inlets and leaving the site untreated.	Unresolved
79.	Public Works - Engineering Jim Potter	The Post-Basin 3A seems to show a swale to take the drainage to the ROW. There is no swale found in the plans. Reduce the area going to this basin and provide the swale with grading.	Unresolved
80.	Public Works - Engineering Jim Potter	Take as much of the entrance into a formal retention system as possible.	Unresolved
81.	Public Works - Engineering Jim Potter	The geotechnical evaluation does not reasonably reflect the site layout. There is required to be at least 2 borings in the actual pond locations.	Unresolved
82.	Public Works - Engineering Jim Potter	Staff does not agree with the water table in the wet pond.	Unresolved
83.	Public Works - Engineering Jim Potter	Where is basin 4 at? Please clarify or adjust the area into another basin.	Unresolved
84.	Public Works - Engineering Jim Potter	The pond berms need to take that area into the pond adjust the grading accordingly.	Unresolved
85.	Public Works -	Skimmer CS-2 seems to be at the bottom of the pond	Unresolved

	Engineering Jim Potter	Please bring it up so that water can reasonably get under it. Provide a concrete ring so grass will not grow up and clog the space below the skimmer.	
86.	Public Works - Engineering Jim Potter	Revise Skimmer CS-3 to have a 90-degree orifice for water quality control. Provide concrete pad under the orifice to ensure that the flow is not restricted.	Unresolved
87.	Public Works - Engineering Jim Potter	Staff did not find the water quality required based on requirements. This is outside the Nitrogen and phosphorus requirements.	Unresolved
88.	Public Works - Engineering Jim Potter	The stormwater model needs to take all flows to a common ultimate outfall node to get a common peak discharge in the ditch.	Unresolved
89.	Public Works - Engineering Jim Potter	Staff has a concern with the staging of outfall 3 this is a ditch at elevation 24' The ditch is anticipated to flood. The pond will not have free discharge at elevation 25.5'. Provide a more reasonable and dynamic outfall time stage. A better outfall elevation from Swale 4-C is needed.	Unresolved
90.	Public Works - Engineering Jim Potter	Revise the structure CS-5 and CS-6 to manholes and please revise the structure to elevation 29.75' at least.	Unresolved
91.	Public Works - Engineering Jim Potter	There are concerns with the hydraulics of the system. Provide a detailed hydraulic analysis of the system and show that the inlets and pipes can handle the flows. Please verify the slope and elevations on the pipe system. Specifically, CB-6W.	Unresolved
92.	Public Works - Engineering Jim Potter	The outfall from the wet pond should have an independent outfall pipe not connected to the Swale 4-C. The site should be modified to take all (as much as possible) the drainage through the larger dry and wet pond.	Unresolved
93.	Public Works - Engineering Jim Potter	Due to the number and nature of the comments additional comments may be generated on resubmittal.	Unresolved
94.	Public Works - Impact Analysis Arturo Perez	A Traffic Impact Study (TIS) may be required for this project based on the new net external trip generation anticipated for the site, to generate more than 50 weekday peak hour trips based on the ITE Trip Generation Manual, 11th or 12th Edition. The TIS is to be prepared in accordance with the County's TIS Requirements for Concurrency guidelines. *** VERY IMPORTANT***: A Methodology document for the TIS must be submitted in ePlan for review and approval prior to submittal of the TIS itself. Contact Mr. Arturo Perez, P.E. for requirements at (407) 665-5716 or via email to <a href="mailto:aperez07@seminolecountyfl.gov">aperez07@seminolecountyfl.gov</a> .	Info Only

**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".*

Department	Comment	Sheet Reference	Status
Natural Resources Sarah Harttung	Tree preservation plan All trees have the same symbol. Make the difference between saved and removed trees distinct.	104 L-300 Overall Tree Preservation Plan.pdf	Unresolved
Natural Resources Sarah Harttung	Tree table Palms are not regulated.	105 L-301 Overall Tree Charts.pdf	Unresolved
Natural Resources Sarah Harttung	Tree table Identify trees to species, including trees labeled as "oak" and "unknown."	105 L-301 Overall Tree Charts.pdf	Unresolved
Natural Resources Sarah Harttung	Tree preservation Saved trees located near the southeast side of the pond close to CB-5 will likely need to be removed to accommodate the 18" RCP.	011 C-400 Overall Grading and Drainage Plan.pdf	Unresolved
Natural Resources Sarah Harttung	Tree preservation plan The grading plan shows elevations 1-2 feet higher than natural grade around the trees along the northwest property line. The saved trees may not survive. Either remove the trees or adjust the grading plan so that 75% of the dripline of the trees remains at natural grade.	005 C-100 Demolition Plan.pdf	Unresolved

**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	Corrections Required	James Van Alstine
Public Works - Impact Analysis	No Review Required	Arturo Perez
Public Safety - Addressing	Approved	Amy Curtis
Public Works - County Surveyor	Corrections Required	Raymond Phillips
Public Safety - Fire Marshal	Corrections Required	Matthew Maywald
Public Works - Engineering	Corrections Required	Jim Potter
Natural Resources	Corrections Required	Sarah Harttung
Planning and Development	Corrections Required	Annie Sillaway
Buffers and CPTED	Corrections Required	Annie Sillaway

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:
3/26/2026	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i>	Annie, James, Sarah, Jim, Matthew, Ray
<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:</p> <p>Major Review (3+ reviewers remaining) – 50% of original application fee</p> <p>Minor Review (1-2 reviewers remaining) – 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>		

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.scpaf1.org">www.scpaf1.org</a>