

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

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>HABITAT FOR HUMANITY - PRELIMINARY SUBDIVISION PLAN</b>	<b>PROJ #: 24-55100002</b>
APPLICATION FOR:	DR - SUBDIVISIONS PSP	
APPLICATION DATE:	4/09/24	
RELATED NAMES:	EP ALISA ADAMS	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	32-19-31-513-0000-0510	
PROJECT DESCRIPTION	PROPOSED PRELIMINARY SUBDIVISION PLAN FOR 3 SINGLE FAMILY RESIDENTIAL LOTS ON 0.48 ACRES IN THE R-1 ZONING DISTRICT LOCATED ON THE WEST SIDE OF RANDAL ST, NORTH OF MIDWAY AVE	
NO OF ACRES	0.48	
BCC DISTRICT	5: HERR	
CURRENT ZONING	R-1	
LOCATION	ON THE WEST SIDE OF RANDALL ST, NORTH OF MIDWAY AVE	
FUTURE LAND USE-	LDR	
SEWER UTILITY	MIDWAY CANAAN UTILITIES	
WATER UTILITY	MIDWAY CANAAN UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
ALISA ADAMS HABITAT FOR HUMANITY SEMINOLE CASSELBERRY FL 32718 (407) 696-5855 CONSTRUCTION@HABITAT-SA.ORG	N/A	

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.	Environmental Services	The proposed lots are not within Seminole Countys potable water service area. Please coordinate with Midway Canaan Utilities to service them.	Info Only
2.	Environmental Services	The proposed lots are not within Seminole Countys sanitary sewer service area, they are within Midway Canaan Utilities' (MCU) sewer service area. However, it is my understanding that MCU does not have any sewer lines in the area, so the only option is for the proposed lots to be serviced by onsite sewage treatment and disposal systems aka septic systems. The currently proposed 3 lots do not meet the minimum lot size requirements for septic system use per Florida Statutes. See the file "Randall St - Preliminary Subdivision Plan (32-19-31-513-0000-0510)" in the Resources folder on eplan for your options to move forward with septic system use on the proposed lots.	Unresolved
3.	Environmental Services	The proposed lots are not within Seminole Countys reclaim water service area. Please coordinate with Midway Canaan Utilities to service irrigation. This may be in the form of using the proposed lots' potable water systems or by using an alternative irrigation source such as a non-potable irrigation well.	Info Only
4.	Natural Resources	Tree removal associated with this plan has been previously permitted through the building permit review process.	Info Only
5.	Planning and Development	On the Preliminary Subdivision Plan under the site data, please provide the existing zoning and future land use.	Unresolved
6.	Planning and Development	On the PSP under the site data, please provide the minimum lot size and minimum lot width for the R-1 zoning district and state that the Applicant will be developing under the "Alternative Density Option under Sec. 30.9.7".	Unresolved
7.	Planning and Development	The Applicant may proceed with the Preliminary Subdivision Plan; however, the proposed lot size does not meet the minimum lot size requirements for septic system use per the Seminole County Health Department to discuss the possibility of a variance from the lot size requirements.	Info Only
8.	Planning and Development	Staff recommends that the Applicant get pre-approval from the Seminole County Health Department regarding the proposed lots that do not meet the minimum lot size requirements of 0.25 acres based on the Florida State Statute 381.0065(4)(b).	Info Only
9.	Planning and Development	Please refer to Environmental Services Comment #2, on the options for the proposed lots since they do not meet the	Info Only

		minimum lot size requirements for septic systems based on the Florida State Statute.	
10.	Planning and Development	On the PSP under the site data, please provide the parcel number and total acres of the site.	Unresolved
11.	Planning and Development	The net buildable definition is: The total number of acres within the perimeter boundaries of a development, excluding areas devoted to rights-of-way widths, transmission and power line easements, lakes and areas defined as wetlands and floodprone areas. On the PSP under the site data, please provide the total net buildable area calculation.	Unresolved
12.	Planning and Development	On the PSP under the site data, please provide the maximum building height and the number of stories.	Unresolved
13.	Planning and Development	Please provide a separate Preliminary Subdivision Plan from the Grading and Drainage Plan.	Unresolved
14.	Planning and Development	INFORMATIONAL: Seminole County Land Development Code for Subdivision Plan review can be found In SCLDC Chapter 35. PSP provides the general layout of the lots along with preliminary infrastructure and environmental considerations. Time limit on approval. A final subdivision plat or plats shall be submitted within two (2) years after preliminary plan approval, or the preliminary plan approval shall lapse. An extension to the two-year limit may be considered by the planning and zoning commission, upon written request by the applicant prior to the expiration date, showing cause for such an extension.	Unresolved
15.	Planning and Development	INFORMATIONAL: Please must submit a revision of the PSP based upon staff comments of reviewers.	Info Only
16.	Planning and Development	Legal description: Provide on the PSP a full and detailed legal description of the tract to be platted and its approximate acreage. (SCLDC Sec. 35.43)	Unresolved
17.	Planning and Development	Vicinity map: Provide a vicinity map showing relationship between area proposed for development and surrounding streets and public facilities, shall be at a scale of not less than one (1) inch equals two thousand (2,000) feet. (SCLDC Sec. 35.43)	Unresolved
18.	Planning and Development	Topography: Show contour intervals of one (1) foot, except were determined to be unreasonable by the County Engineer. (SCLDC Sec. 35.43)	Unresolved
19.	Planning and Development	SCLDC 35.64 (1) Septic Tank or Individual Wells. Lots proposed with individual wells and/or septic tanks disposal fields shall conform to the standards of Seminole County, the Florida Department of Health and Rehabilitative Services and the Florida Department of Environmental Protection, whichever is the more restrictive. The project	Unresolved

		proposes a septic system. The design must be shown on the site plan and approved and permitted through the Health Department. 407 665-3619 check number Health Department review fees: \$35.00 due for Health Department review: small site plan, lot split, development plan. \$150.00 due for Health Department review: site plan, PSP, final engineering, subdivision plat, minor plat. \$35.00 due after 4th review. Submit review fees are payable to Seminole County and submitted to Planning & Development.	
20.	Planning and Development	<p>The property is served by well and/or 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 raymond.roe@flhealth.gov. Health Department: <a href="http://seminolecohealth.com/EVH/ostds.asp">http://seminolecohealth.com/EVH/ostds.asp</a></p> <p>The proposed lot size does not meet the minimum lot size requirements for septic system use per Florida Statutes; Staff recommends the Applicant contact the Seminole County Health Department to discuss the possibility of a variance from the lot size requirements.</p>	Unresolved
21.	Planning and Development	A minimum five (5) foot side yard easement shall be provided alongside property lines on all lots. No AC pads, pool equipment, or other encumbrances allowed within the easement.	Unresolved
22.	Planning and Development	On the PSP under the site data, please provide the phasing of the houses and mix of dwelling units.	Unresolved
23.	Planning and Development	The Applicant will be required to fill out the draft affordability agreement guaranteeing limitations on the sale or rental prices to be charged for the housing. The template can be found in the resources folder.	Unresolved
24.	Planning and Development	The preliminary subdivision plan and documents required shall be reviewed and approved as provided in this Code. The additional documents required herein shall be reviewed by the Development Review Committee and by the County Attorney.	Info Only
25.	Planning and Development	Affordability agreement. Upon approval of an ADO, the applicant shall execute an affordability agreement in a form acceptable to the County. Such agreement shall include, but is not limited to, the following: (a) Assurance that the mix of affordable housing units will be implemented as required in this Code and that the initial sales prices or rental amounts will be set within a range which is consistent with the definitions of affordable housing; (b) Provision that there will be no modification of any portion of the approval without review of all portions to ensure that the purposes of this Part are complied with.	Info Only

26.	Planning and Development	The overall density of development permitted in an ADO project shall be the same as established for the zoning district in which it is located, provided that the density may be increased as follows if low income housing is provided: Percentage of Low Income Housing Units Maximum Dwelling Units (DUS) Per Buildable Acre 10 to 15 percent 5 DUS/acre 15 to 20 percent 6 DUS/acre 20 to 30 percent 7 DUS/acre	Info Only
27.	Planning and Development	Parking. Each dwelling unit shall be provided with not less than two (2) off-street parking spaces. In addition, one (1) or more separate areas may be set aside in each development for supplemental parking of motor vehicles. Such area(s) shall provide for adequate space for vehicles which might otherwise park on streets, but shall not exceed four (4) spaces for each ten (10) dwelling units. Such common parking areas shall be located within four hundred (400) feet of the units they serve. On the PSP under the site data, please provide the minimum number of parking spaces per dwelling unit.	Unresolved
28.	Planning and Development	Based on the design unit type design standards for the Alternate Density Standards, the proposed single family lots have a maximum lot coverage of thirty (30) percent maximum lot coverage. Please provide the maximum lot coverage information under the site data on the PSP.	Unresolved
29.	Planning and Development	Based on Environmental Services comments about subdividing the lot based on the septic tank standards, the Applicant is being advised to subdivide into two (2) lots based on the acreage requirements for a septic tank. If the parcel is subdivided into two lots, the newly created lots would meet the R-1 (Single Family Dwelling) zoning district minimum lot size and lot width standards and the ADO (Alternative Density Option) would not be required.	Unresolved
30.	Public Safety - Addressing	Additional Addressing comments have been provided within the Final Plat submittal 24-55300004. The comments reference Addressing Fees, Subdivision Name Approval process, posting of address numbers/street address requirements, and a time frame of when new addresses will be issued.	Info Only
31.	Public Safety - Addressing	The adjacent lots from the Map of Miday are depicted in their original form and not as they currently exist. Please ensure that in future submittals the adjacent lots are shown in their current state, not as they were originally platted.	Info Only
32.	Public Safety - Addressing	The subdivision/complex name HABITAT FOR HUMANITY SUBDIVISION has been approved for use. The approved name shall be the only conspicuous name posted or advertised on signage and shall also be the title on the proposed plat (if applicable). Following approval of the site or final engineering plan, the applicant shall have one (1)	Info Only

		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)	
33.	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
34.	Public Works - Engineering	No specific issues with the drainage. Please note that the septic location should be shown and the grading adjusted for a raised drain field.	Info Only
35.	Public Works - Engineering	The ROW for Randall Street is only 40'. The Public Works Engineering Manual requires minimum 46'. At this location staff is ok with the reduced existing ROW, however it will require Board approval to allow the reduced ROW at the final plat.	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".*

36.	Planning and Development	Changemark Title Block  Please revise the title block to state "Preliminary Subdivision Plan" and Randall Street Affordable Housing.	001 C-1 Drainage and Grading Plan.pdf	Unresolved
37.	Planning and Development	Changemark Title Block  Please state the owner of the tract proposed for development.	001 C-1 Drainage and Grading 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 Works - Impact Analysis	No Review Required	William Wharton – 407-665-5730 <a href="mailto:wwharton@seminolecountyfl.gov">wwharton@seminolecountyfl.gov</a>
Environmental Services	Corrections Required	James Van Alstine 407-665-2014 <a href="mailto:jvanalstine@seminolecountyfl.gov">jvanalstine@seminolecountyfl.gov</a>
Natural Resources	Approved	Sarah Harttung 407-665-7391 <a href="mailto:sharttung@seminolecountyfl.gov">sharttung@seminolecountyfl.gov</a>
Public Works - Engineering	Review Complete Recommend Approval	Jim Potter 407-665-5764 <a href="mailto:jpotter@seminolecountyfl.gov">jpotter@seminolecountyfl.gov</a>
Planning and Development	Corrections Required	Annie Sillaway 407-665-7936 <a href="mailto:asillaway@seminolecountyfl.gov">asillaway@seminolecountyfl.gov</a>
Buffers and CPTED	Approved	Maya Athanas 407-665-7388 <a href="mailto:mathanas@seminolecountyfl.gov">mathanas@seminolecountyfl.gov</a>
Public Safety - Fire Marshal	Approved	Matthew Maywald 407-665-5177 <a href="mailto:mmaywald@seminolecountyfl.gov">mmaywald@seminolecountyfl.gov</a>
Public Safety - Addressing	Approved	Tiffany Owens 407-665-5045 <a href="mailto:Towens04@seminolecountyfl.gov">Towens04@seminolecountyfl.gov</a>
Building Division	No Review Required	Tony Coleman 407-665-7581 <a href="mailto:tc Coleman@seminolecountyfl.gov">tc Coleman@seminolecountyfl.gov</a>

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:
5/9/2023	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Annie, James

The initial application fee allows for the initial submittal review plus two resubmittal reviews. For the fourth review and each subsequent review, the resubmittal fees are as follows:

**Major Review (3+ reviewers remaining) – 50% of original application fee**

**Minor Review (1-2 reviewers remaining) – 25% of original application fee**

Summary of Fees: <http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml>

**NOTE:** Other fees may be due. See comments for any additional fees due for your development project. (example: Addressing fee)

Upon completion of your plan review process, Planning and Development staff must authorize and stamp plans for construction use. Once you receive an approval letter from Seminole County, the site contractor must contact Seminole County Planning and Development Inspections to schedule a pre-construction conference prior to the start of any site work. Upon issuance of the site permit, your approved drawings and/or documents will be released to you through the ePlan System. For

questions regarding this process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

**Cities:**

Altamonte Springs	(407) 571-8000	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7700	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1449	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3440	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5555	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5000	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-1800	<a href="http://www.winterspringsfl.org">www.winterspringsfl.org</a>

**Other Agencies:**

Florida Dept of Transportation	<b>FDOT</b>	<a href="http://www.dot.state.fl.us">www.dot.state.fl.us</a>
Florida Dept of Enviro Protection	<b>FDEP</b>	(407) 897-4100 <a href="http://www.dep.state.fl.us">www.dep.state.fl.us</a>
St. Johns River Water Mgmt Dist	<b>SJRWMD</b>	(407) 659-4800 <a href="http://www.sjrwmd.com">www.sjrwmd.com</a>
Health Department	<b>Septic</b>	(407) 665-3621

**Other Resources:**

Flood Prone Areas	<a href="http://www.seminolecountyfl.gov/gm/building/flood/index.aspx">www.seminolecountyfl.gov/gm/building/flood/index.aspx</a>
Watershed Atlas	<a href="http://www.seminole.wateratlas.usf.edu">www.seminole.wateratlas.usf.edu</a>
Seminole Co. Property Appraiser	<a href="http://www.scpafl.org">www.scpafl.org</a>