

SEMINOLE COUNTY GOVERNMENT
 1101 EAST FIRST STREET, WEST WING
 SANFORD, FLORIDA 32771

PROJECT NAME:	ST CLEMENT ORTHODOX CHRISTIAN ACADEMY – PRE-APPLICATION	PROJ #: 26-8000037
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	3/31/26	
RELATED NAMES:	EP RAMI SADRACK	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	23-21-30-300-0190-0000	
PROJECT DESCRIPTION	PROPOSED SPECIAL EXCEPTION FOR A K-12 ACADEMY ON 2.2 ACRES IN THE A-1 ZONING DISTRICT LOCATED ON THE SOUTH SIDE OF RED BUG LAKE RD, WEST OF DODD RD	
NO OF ACRES	2.2	
BCC DISTRICT	1-Bob Dallari	
CURRENT ZONING	A-1	
LOCATION	ON THE SOUTH SIDE OF RED BUG LAKE RD, WEST OF DODD RD	
FUTURE LAND USE-	LDR	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
RAMI SADRACK 370 S TRIPLET LAKE DR CASSELBERRY FL 32707 (407) 947-0843	N/A	

Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.

PROTECT YOURSELF FROM FRAUDULENT INVOICES

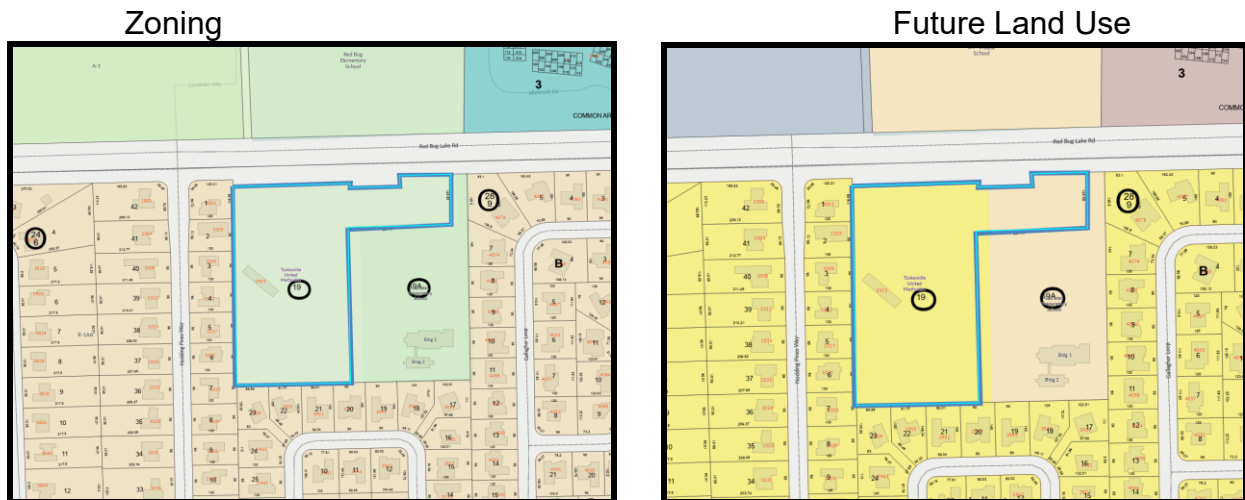
Seminole County has received reports of fraudulent invoices targeting applicants in the Planning, Building Permitting, and Development Review processes. These invoices may appear professional and may use the County’s logo, address, or terminology. However, they are not legitimate County communications. 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.

PROJECT MANAGER COMMENTS

- The subject property has a Future Land Use of Low Density Residential with A-1 (Agriculture) zoning.
- Per Florida Statute 1002.42, “private schools” may use facilities on property owned or leased by a library, community service organization, museum, performing arts venue, theater, cinema, or church facility under s. 170.201, which is or was actively used as such within 5 years of any executed agreement with a private school to use the facilities. However, a private school choosing to operate under this statute must meet specific criteria referenced in Comment #15. If the school cannot meet those criteria, it must apply for a special exception.
- The Applicant will be required to submit a small site plan demonstrating compliance with off-street parking requirements for the school and the church. If these requirements cannot be met, a shared parking agreement must be provided as part of the small site plan review.

PROJECT AREA ZONING AND AERIAL MAPS



Aerial



AGENCY/DEPARTMENT COMMENTS

NO	REVIEWED BY	TYPE	STATUS
1.	Building Division Daniel Losada	The proposed K12 use constitutes a Change of Occupancy to Group E per FBC Existing 1001.3. Provide a complete change of occupancy analysis demonstrating compliance with FBC Existing Ch. 10, including life safety, fire protection, structural (Risk Category III), and accessibility upgrades. No approval can be granted until all Group E requirements are addressed.	Info Only
2.	Building Division Daniel Losada	Standard building permit will apply - Each separate building and structure requires a separate permit.	Info Only
3.	Building Division Daniel Losada	Any necessary or proposed modifications must be properly permitted.	Info Only
4.	Building Division Daniel Losada	Type of use and size of building requires fire sprinklers and fire alarms.	Info Only
5.	Building Division Daniel Losada	Educational facilities must comply with the Florida Accessibility Code.	Info Only
6.	Comprehensive Planning David German	Site has a Future Land Use of LDR (Low Density Residential) and a maximum density of four dwelling units per net buildable acre. Policy FLU 5.2.1 Low Density Residential of the Comprehensive Plan lists the following as uses: Uses A Single family detached residences (site-built or modular), and/or Missing Middle housing typologies as defined in the Introduction Element (except for six-plexes, Courtyard Buildings, and Live/Work units), up to four dwelling units per net buildable acre; B Public elementary schools, public middle schools and public high schools; and C Special exception uses such as group homes, houses of worship, day care, guest cottages, home occupation, public utilities, and publicly owned parks and recreational areas. Proposed use appears to be consistent with the Low Density Residential (LDR) Future Land Use. Proposed use must also be compatible with the underlying zoning.	Info Only
7.	Environmental Services Maliha Rahman	Seminole County Utilities does not have any objections to the proposed development.	Info Only
8.	Environmental Services Maliha Rahman	If you would like to see a utility GIS map of the area, please submit a request form by following the provided link: https://www.seminolecountyfl.gov/departments-services/utilities/utilities-engineering/utility-gis-information.stml . This page can also be navigated to from our official website via Departments and Services	Info Only

		-> Utilities -> Utilities Engineering -> Utility GIS Information. Once there, there will be a bold CLICK HERE in blue near the center of the page. Be advised that licensed professional engineer or professional surveyor will be required to provide their credentials for access. A request form will be sent out to our department inbox for review, and we'll get back to you with a response as soon as we can. This is for the purpose of tracking the release of sensitive utility GIS map information.	
9.	Environmental Services Maliha Rahman	Seminole County Utilities will continue to be the provider for water. Existing utility connections can be reused. If increased water demands are required, connections may need to be upsized to meet new demands. Further review will be reserved for site plans/final engineering.	Info Only
10.	Environmental Services Maliha Rahman	This development is within Seminole County's potable water service area and will be required to connect. The nearest connection point is a 1.5" PVC potable water main running along the southwestern side of the property.	Info Only
11.	Environmental Services Maliha Rahman	The proposed lots are within Seminole County's sanitary sewer service area, but since we do not have any sanitary sewer lines nearby, onsite sewage treatment and disposal systems (OSTDS) aka septic systems will be needed to service them instead. To apply for an OSTDS permit (to construct, repair, modify, or abandon) follow link: https://www.flrules.org/gateway/reference.asp?No=Ref-14359 , download and complete an application form (DEP4015, page 1) and submit it, along with a site plan (DEP4015, page 2), a building floor plan, and the required application fee to your local Florida Department of Health location. Please contact the Florida Department of Health for more information on septic system sizing, standards, and any other questions/concerns that you may have.	Info Only
12.	Environmental Services Maliha Rahman	This development is within Seminole County's reclaim irrigation service area but since there are no reclaim water lines nearby, irrigation will be provided by this development's potable water system or by an alternative irrigation source such as an irrigation well.	Info Only
13.	Planning and Development Annie Sillaway	The proposed project is subject to Site Plan Review Process: SCLDC Chapter 40. Site Plans are reviewed administratively by staff and are not required to be heard by the board. Information can be found at: http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.shtml	Info Only

14.	Planning and Development Annie Sillaway	Per Section 1002.01 (3) definition for "private schools": A "private school" is a nonpublic school defined as an individual, association, co-partnership, or corporation, or department, division, or section of such organizations, that designates itself as an educational center that includes kindergarten or a higher grade or as an elementary, secondary, business, technical, or trade school below college level or any organization that provides instructional services that meet the intent of s. 1003.01(16) or that gives preemployment or supplementary training in technology or in fields of trade or industry or that offers academic, literary, or career training below college level, or any combination of the above, including an institution that performs the functions of the above schools through correspondence or extension, except those licensed under the provisions of chapter 1005. A private school may be a parochial, religious, denominational, for-profit, or nonprofit school. This definition does not include home education programs conducted in accordance with s. 1002.41.	Info Only
15.	Planning and Development Annie Sillaway	Per Florida Statute Section 1002.42: concerning private school facilities: (19) FACILITIES. (a) A private school may use facilities on property owned or leased by a library, community service organization, museum, performing arts venue, theater, cinema, or church facility under s. 170.201, which is or was actively used as such within 5 years of any executed agreement with a private school to use the facilities; any facility or land owned by a Florida College System institution or university; any similar public institutional facilities; and any facility recently used to house a school or child care facility licensed under s. 402.305, under any such facility's preexisting zoning and land use designations without rezoning or obtaining a special exception or a land use change, and without complying with any mitigation requirements or conditions. The facility must be located on property used solely for purposes described in this paragraph, and must meet applicable state and local health, safety, and welfare laws, codes, and rules, including fire safety and building safety. (b) A private school may use facilities on property purchased from a library, community service organization, museum, performing arts venue, theater, cinema, or church facility under s. 170.201, which is actively or was actively used as such within 5 years of any executed agreement with a private school to	Info Only

		<p>purchase the facilities; any facility or land owned by a Florida College System institution or university; any similar public institutional facilities; and any facility recently used to house a school or child care facility licensed under s. 402.305, under any such facility's preexisting zoning and land use designations without obtaining a special exception, rezoning, or a land use change, and without complying with any mitigation requirements or conditions. The facility must be located on property used solely for purposes described in this paragraph, and must meet applicable state and local health, safety, and welfare laws, codes, and rules, including fire safety and building safety. Section 170.201, F.S. (2) Property owned or occupied by a religious institution and used as a place of worship or education; by a public or private preschool, elementary school, middle school, or high school; or by a governmentally financed, insured, or subsidized housing facility that is used primarily for persons who are elderly or disabled shall be exempt from any special assessment levied by a municipality to fund any service if the municipality so desires. As used in this subsection, the term religious institution means any church, synagogue, or other established physical place for worship at which nonprofit religious services and activities are regularly conducted and carried on and the term governmentally financed, insured, or subsidized housing facility means a facility that is financed by a mortgage loan made or insured by the United States Department of Housing and Urban Development under s. 8, s. 202, s. 221(d)(3) or (4), s. 232, or s. 236 of the National Housing Act and is owned or operated by an entity that qualifies as an exempt charitable organization under s. 501(c)(3) of the Internal Revenue Code. As used in this subsection, the term preschool means any child care facility licensed under s. 402.305.</p>	
16.	<p>Planning and Development Annie Sillaway</p>	<p>The building setbacks for A-1 (Agriculture) are: Front: Fifty (50) feet, Ten (10) feet, Thirty (30) feet.</p>	Info Only
17.	<p>Planning and Development Annie Sillaway</p>	<p>A private school may use existing facilities on property that is either owned or leased by a church or purchased from a church for private school purposes. Note, this statute references facilities located on church property so it would not include instances where facilities were proposed to be constructed. The church has to have been actively used as a church within 5 years of the agreement between the private school and the church. If so, then the private school can be established on the property under the existing zoning. This preemption,</p>	Info Only

		<p>however, only applies to rezonings, special exceptions or land use changes, thus, the private school would have to comply with all other requirements of the LDC. It would also have to go through the site plan process and comply with any other applicable requirements under the existing zoning, future land use, or special exceptions that may have been granted on the property. Given the above statutory framework, a private school seeking to avail itself of this provision of the Florida Statutes would need to provide the following to the County:</p> <ol style="list-style-type: none"> 1) Evidence that the property where the private school is proposed to be located is either owned or leased by a church or has been purchased from a church. 2) A copy of the executed agreement between the private school and the church to either use the facility or purchase the facility, whichever is applicable. 3) Evidence from the applicant that the property was actively used as a church within 5 years of the agreement referenced in 2). 4) Planning and Zoning verification of the applicant's evidence that the property was actively used as a church during the applicable time period. 5) A site plan or any other required application for the proposed school. The Applicant must provide documentation demonstrating that the request complies with the statutory provisions. <p>If the preemption requirements are satisfied, the Applicant will not be required to obtain a Special Exception. If the requirements cannot be met, the Applicant must proceed with the Special Exception process. Even if the Applicant complies with the state statute, they are still required to complete the site plan review process and adhere to all applicable Comprehensive Plan and Zoning district requirements.</p>	
18.	Planning and Development Annie Sillaway	The zoning on the subject property is A-1 (Agriculture) zoning, which permits elementary. However, a special exception is required for middle and high school grades.	Info Only
19.	Planning and Development Annie Sillaway	Off street parking requirements: Elementary and Middle: 1.75 spaces / classroom and High School and Above: 5 spaces / classroom.	Info Only
20.	Planning and Development	On October 1, 2025, a Preliminary Subdivision Plan was approved for a shared parking agreement between	Info Only

	Annie Sillaway	the church and school that only had pre-kindergarten and a daycare facility. The proposed use would be required to demonstrate that they can meet the parking requirements or update the shared parking agreement to make sure there is enough parking between the two uses of a church and private school.	
21.	Planning and Development Annie Sillaway	<p>Community Meeting Procedures Section 30.3.5.3</p> <ul style="list-style-type: none"> • Prior to staff scheduling the required public hearings, the Applicant must conduct a community meeting in compliance with SCLDC Sec.30.3.5.3 – Community Meeting Procedure (Ordinance #2021-30). The community meeting shall be held at least twenty (20) calendar days prior to the scheduled public hearing or public meetings in a location accessible to the public, near the subject property, and in a facility that is ADA compliant. • Prior to scheduling a Community Meeting, please provide the project manager with a draft community meeting notification flyer to ensure the flyer meets the requirements of SCLDC Sec. 30.3.4.2(e) - Community Meeting Procedure, before mailing out the surrounding neighbors. After the Community Meeting has commenced the applicant will be required to upload or email the project manager the community meeting minutes, sign-in sheet, and addresses). 	Info Only
22.	Planning and Development Annie Sillaway	<p>Step 1 – Special Exception: The request goes to the Planning and Zoning Commission as a public hearing item, followed by the Board of County Commissioners for final approval or denial.</p> <p>Step 2 – Site Plan Approval: If the Applicant is proposing any site work included in the special exception, this would require site plan review by staff.</p>	Info Only
23.	Public Safety - Fire Marshal Matthew Maywald	This project falls under the Uniform Fire Safety Standards as defined in FS 633.206 and will have specific fire and life safety requirements as defined in FAC 69A.	Info Only
24.	Public Safety - Fire Marshal Matthew Maywald	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
25.	Public Safety - Fire Marshal Matthew Maywald	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
26.	Public Safety - Fire Marshal Matthew	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

	Maywald		
27.	Public Safety - Fire Marshal Matthew Maywald	Any building alterations, change of use, etc, will require a building permit.	Info Only
28.	Public Works - Engineering Stephanie Morales	The proposed project is located within the Howell Creek drainage basin.	Info Only
29.	Public Works - Engineering Stephanie Morales	Based on SCS Soil Survey GIS overlays, the site generally has well-drained class soils.	Info Only
30.	Public Works - Engineering Stephanie Morales	The drainage for the site is not clear. Based on a preliminary review, at a minimum, the site will be required to hold water quality and not exceed the pre-development rate of discharge for the 25-year,24-hour storm event or additional retention may be required if any site improvements or addition of impervious area are contemplated	Info Only
31.	Public Works - Engineering Stephanie Morales	Based on a preliminary review, the topography of the site appears to slope south.	Info Only
32.	Public Works - Engineering Stephanie Morales	If any site improvements or addition of impervious area are contemplated, a detailed drainage analysis will be required at final engineering.	Info Only
33.	Public Works - Engineering Stephanie Morales	A permit from the St. John's River Water Management District or Florida Department of Environmental Protection is generally required for projects with more than 5,000 sq. ft. of new impervious or 4,000 sq. ft. of new building for a total of 9,000 sq. ft. of new impervious surface. For more information see www.sjrwm.com .	Info Only
34.	Public Works - Engineering Stephanie Morales	A National Pollutant Discharge Elimination System (NPDES) Permit is required for all projects that disturb greater than one acre.	Info Only
35.	Public Works - Engineering Stephanie Morales	The property is adjacent to Red Bug Lake Rd which is classified as a County road. Red Bug Lake Rd is/not currently programmed to be improved according to the County 5-year Capital Improvement Program.	Info Only
36.	Public Works - Engineering Stephanie Morales	It is not clear how traffic circulation would be managed given the increased amount of vehicles the school will bring. A traffic circulation plan will be required at final engineering.	Info Only
37.	Public Works - Engineering	A pavement marking plan including ADA parking and path of travel will be required to be shown at final	Info Only

	Stephanie Morales	engineering.	
38.	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 based on the change in land use to K-12 (max 100 students), 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 aperez07@seminolecountyfl.gov .	Info Only

DEPARTMENT PROJECT STATUS AND CONTACT

This section shows the reviewers of this project from the various departments.

DEPARTMENT	STATUS	REVIEWER
Environmental - Impact Analysis	No Review Required	Becky Noggle 407-665-2143 bnoggle@seminolecountyfl.gov
Natural Resources	Review Complete	Sarah Harttung 407-665-7391 sharttung@seminolecountyfl.gov
Public Works - Impact Analysis	No Review Required	Arturo Perez 407-665-5716 aperez@seminolecountyfl.gov
Planning and Development	Review Complete	Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov
Comprehensive Planning	Review Complete	David German 407-665-7386 dgerman@seminolecountyfl.gov
Public Safety - Fire Marshal	Review Complete	Matthew Maywald 407-665-5177 mmaywald@seminolecountyfl.gov
Buffers and CPTED	No Review Required	Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov
Environmental Services	Review Complete	Maliha Rahman 407-665-2033 mrahman@seminolecountyfl.gov
Building Division	Review Complete	Daniel Losada 407-665-7468 dlosada@seminolecountyfl.gov
Public Works - Engineering	Review Complete	Stephanie Morales 407-665-5572 smorales@seminolecountyfl.gov

RESOURCE INFORMATION

Seminole County Land Development Code:

https://library.municode.com/fl/seminole_county/codes/land_development_code

Seminole County Comprehensive Plan:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/codes-regulations/comprehensive-plan/index.stml>

Development Services:

<http://www.seminolecountyfl.gov/departments-services/development-services/>

Seminole County Property Appraiser Maps:

<https://map.scpafl.org/>

Seminole County Wetland Information:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/wetl-dock-information.stml>

Wekiva Consistency form:

<https://www.seminolecountyfl.gov/docs/default-source/pdf/WekivaRiverAreaConsistencyFormNovember2024ADA.pdf>

FEMA LOMR (Letter of Map Revision):

www.fema.gov

Cities:

Altamonte Springs	(407) 571-8150	www.altamonte.org
Casselberry	(407) 262-7751	www.casselberry.org
Lake Mary	(407) 585-1369	www.lakemaryfl.com
Longwood	(407) 260-3462	www.longwoodfl.org
Oviedo	(407) 971-5775	www.cityofoviedo.net
Sanford	(407) 688-5140	www.sanfordfl.gov
Winter Springs	(407) 327-5963	www.winterspringsfl.org

Other Agencies:

Florida Dept of Transportation	FDOT		www.dot.state.fl.us
Florida Dept of Enviro Protection	FDEP	(407) 897-4100	www.dep.state.fl.us
St. Johns River Water Mgmt Dist	SJRWMD	(407) 659-4800	www.sjrwmd.com
Health Department	Septic	(407) 665-3605	www.floridahealth.gov

Other Resources:

Flood Prone Areas	www.seminolecountyfl.gov/gm/building/flood/index.aspx
Watershed Atlas	www.seminole.wateratlas.usf.edu