

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

<b>PROJECT NAME:</b>	<b>MASTER'S ACADEMY PORTABLE CLASSROOM EXTENSION - PRE-APPLICATION</b>	<b>PROJ #: 24-80000051</b>
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	3/29/24	
RELATED NAMES:	EP RICHARD MCCREE	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	16-21-31-5CA-0000-028A	
PROJECT DESCRIPTION	PROPOSED EXTENSION OF A SPECIAL EXCEPTION FOR CLASSROOM PORTABLES ON AN EXISTING PRIVATE SCHOOL ON 30.89 ACRES IN THE A-1 ZONING DISTRICT LOCATED ON THE NORTHWEST CORNER OF LUKAS LN AND SLAVIA RD	
NO OF ACRES	30.89	
BCC DISTRICT	1-BOB DALLARI	
CURRENT ZONING	A-1	
LOCATION	ON THE WEST SIDE OF LUKAS LN, NORTH OF SLAVIA RD	
FUTURE LAND USE-	MDR	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
RACHEL MARKS THE MASTER'S ACADEMY 1500 LUKAS LN OVIEDO FL 32765 (407) 971-2221 RACHELMARKS@MASTERSACADEMY.ORG	RICHARD T MCCREE MCCREE GENERAL CONTRACTORS 500 E PRINCETON ST ORLANDO FL 32803 (407) 898-4821 RTMJR@MCCREE.COM	

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.

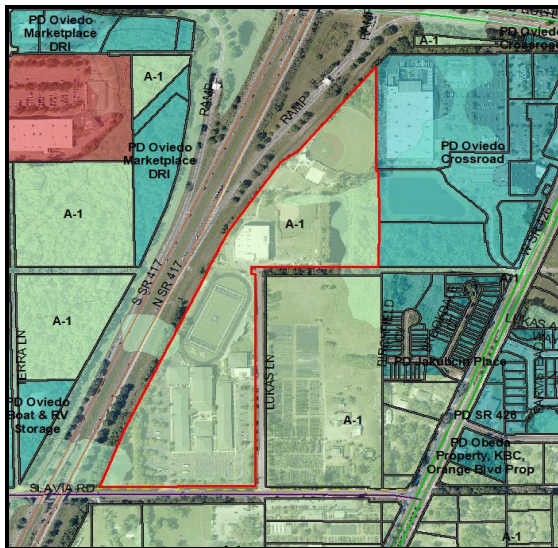
The development project review will be completed utilizing Electronic Plan Review (ePlan). For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide that can be found [HERE](#).

## PROJECT MANAGER COMMENTS

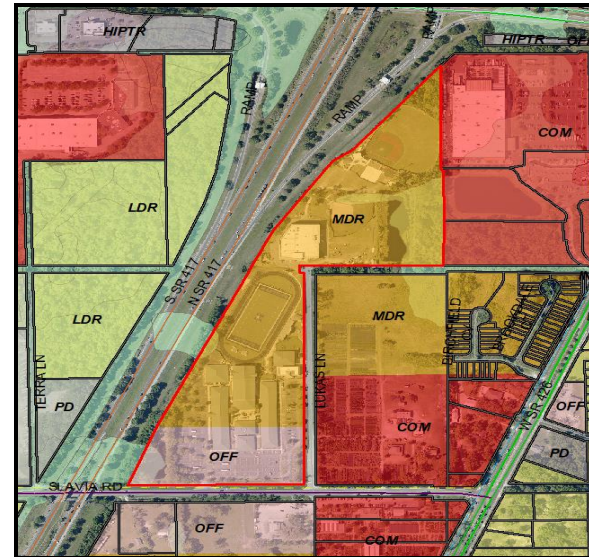
- The subject site has a Medium Density Residential and Office Future Land Use and A-1 (Agriculture) zoning.
- In 1998 a Special Exception was approved for the Masters Academy school. Per the Special Exception approval process, any amendment to the previously approved uses, or conditions of approval will require an amendment to the Special Exception. Therefore, the request to allow existing Temporary Portables to remain onsite as permanent structures will require an amendment to the Special Exception.
- After the Special Exception has been amended, the Applicant would be required to apply for Site Plan Approval for the existing portables to be held to the code requirements of permanent structures.

## PROJECT AREA ZONING AND AERIAL MAPS

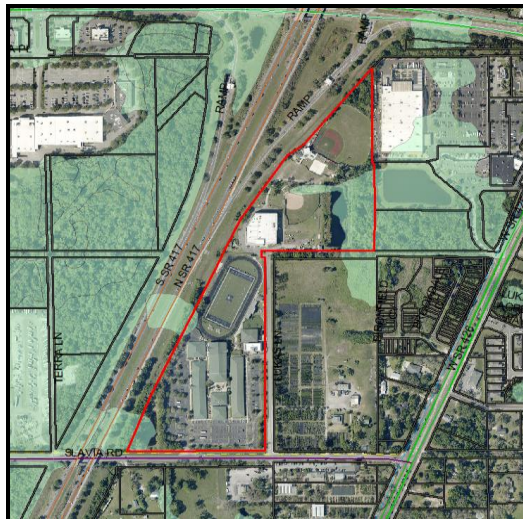
Zoning



Future Land Use



Aerial



**AGENCY/DEPARTMENT COMMENTS**

NO.	REVIEWED BY	TYPE	STATUS
1.	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
2.	Buffers and CPTED	Please refer to the SCLDC sections 30.1282 and 30.1284 on opacity and plant units.	Info Only
3.	Buffers and CPTED	A full buffer review will be done at time of site plan review.	Info Only
4.	Comprehensive Plan	The Future Land Use (FLU) is Medium Density Residential (MDR). Even though this is primarily a residential future land use, schools are permitted. Because the school is existing, the proposal shows no impacts to the Seminole County Comprehensive Plan.	Info Only
5.	Environmental Services	There appears to be no utility easement over some of the existing Seminole County owned utility infrastructure on the site. This includes the water master meter assembly as well as the 8" PVC water main upstream of the master meter up to the right of way line. Everything else on the site appears to be privately owned/maintained. Please provide us documentation that there is an existing utility easement over this infrastructure. If none exists, please provide a sketch and legal description of the proposed utility easement. We will review it and prepare a utility easement agreement that is to be signed by the property owner and notarized. Once that's done, the original documentation will need to be mailed back or hand delivered to our office so that we can review and forward on to the Seminole County Clerk for recording prior to our final approval of this project. We require a minimum of 7.5 ft utility easement all around our water master meters and water mains. Please see the file "Proposed Utility Easement 1" in the Resources folder on eplan for reference on the rough dimensions of the utility easement that we're looking for. We plan on modeling this utility easement off the existing drainage easement that can be found on the Seminole County Records website (Book 08352, Page 311).	Info Only
6.	Planning and Development	County staff has reviewed the subject project based on the information you have provided to us and have compiled the following information for your use. 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	Info Only

		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. Seminole County Land Development Code: <a href="http://www.seminolecountyfl.gov/guide/codes.asp">http://www.seminolecountyfl.gov/guide/codes.asp</a> Seminole County Planning & Development: <a href="http://www.seminolecountyfl.gov/gm/">http://www.seminolecountyfl.gov/gm/</a>	
7.	Planning and Development	The setbacks for the A-1 (Agricultural) zoning district are: Front Yard Fifty (50) foot, Rear yard Thirty (30) feet, Ten (10) Side Yard.	Info Only
8.	Planning and Development	Prior to staff scheduling the required public hearings, the Applicant must conduct a community meeting in compliance with SCLDC Sec.30.49 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. 30.49 - 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
9.	Planning and Development	New Public Notification Procedures are required for all Future land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Public Notification Procedures link in the Resources tab located at the top of your ePlan task window or below for the requirements: <a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf</a>	Info Only
10.	Planning and Development	No building associated with the Special Exception shall be increased more than ten (10) percent in size without approval from the board as stated in condition c in the Development Order for the Master's Academy.	Info Only
11.	Planning and Development	A site plan was approved in 2021 for the placement of temporary portables for up to a six (6) month period. Allowing the portables to remain onsite permanently requires an amendment to he Special Exception.	Info Only
12.	Planning and Development	Special Exception approval may take between 2 - 3 months and involves a public hearing with the Planning & Zoning Commission followed by the Board of County Commissioners.	Info Only
13.	Planning and	Total student enrollment is limited to 1,200 students as	Info Only

	Development	stated in the Development Order. If student enrollment has, or is proposed to exceed the limit of 1,200 students, the increase must be approved by the Board of County Commissioners.	
14.	Planning and Development	The proposed project is subject to Site Plan Review Process: SCLDC Chapter 40. Information can be found at: <a href="http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.shtml">http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.shtml</a>	Info Only
15.	Public Safety - Fire Marshal	All existing and previously approved fire protection systems shall remain in place during use and is subject to inspections.	Info Only

### 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
Natural Resources	Review Complete	Sarah Harttung 407-665-7391 sharttung@seminolecountyfl.gov
Public Safety - Fire Marshal	Review Complete	Matthew Maywald 407-665-5177 mmaywald@seminolecountyfl.gov
Environmental Services	Review Complete	James Van Alstine 407-665-2014 jvanalstine@seminolecountyfl.gov
Planning and Development	Review Complete	Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov
Public Works - Impact Analysis	No Review Required	William Wharton 407-665-5730 wwharton@seminolecountyfl.gov
Buffers and CPTED	Review Complete	Maya Athanas 407-665-7388 mathanas@seminolecountyfl.gov
Environmental - Impact Analysis	No Review Required	Becky Noggle bnoggle@seminolecountyfl.gov
Comprehensive Planning	Review Complete	Maya Athanas 407-665-7388
Public Works - Engineering	No Review Required	Vladimir Simonovski 407-665-5762 vsimonovski@seminolecountyfl.gov
Building Division	No Review Required	Tony Coleman 407-665-7581 tcoleman@seminolecountyfl.gov

## RESOURCE INFORMATION

**Seminole County Land Development Code:**

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

**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/>

**Wekiva Consistency form:**

<http://www.seminolecountyfl.gov/core/fileparse.php/3207/urlt/WekivaConReview.pdf>

**Seminole County Property Appraiser Maps:**

<http://www.scpafl.org>

**Seminole County Wetland Information:**

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

**FEMA LOMR (Letter of Map Revision):**

[www.fema.gov](http://www.fema.gov)

<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>