

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

Comment Document – Initial Submittal

PROJECT NAME:	MYRTLE - FINAL ENGINEERING PLAN	PROJ #: 23-55200001
APPLICATION FOR:	DR - SUBDIVISIONS FE	
APPLICATION DATE:	2/13/23	
RELATED NAMES:	EP ZACHARY MILLER	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	23-20-30-5AQ-0000-011A+++	
PROJECT DESCRIPTION	PROPOSED FINAL SUBDIVISION PLAN FOR A 21 SINGLE FAMILY RESIDENTIAL LOT DEVELOPMENT ON 14.27 ACRES IN THE A-1 ZONING DISTRICT LOCATED NORTHEAST OF MYRTLE STREET AND LAKE AVENUE	
NO OF ACRES	14.27	
BCC DISTRICT	2-JAY ZEMBOWER	
CURRENT ZONING	A-1	
LOCATION	NORTHEAST OF MYRTLE STREET AND LAKE AVENUE	
FUTURE LAND USE-	SE	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
ZACHARY MILLER SANFORD FARMS LLC 8241 VIA BONITA SANFORD FL 32771 (407) 222-0692 MILLERCONSTRUCTION@CFL.RR.COM	WILLIAM H. ZEH, P.E. MADDEN, MOORHEAD & STOKES LLC 431 E. HORATIO AVENUE STE 260 MAITLAND FL 32751 (407) 629-8330 WILLIAM@MADDEN-ENG.COM	

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments and markups from the ePlan review system. These items need responses with further information, data, explanation or revision of plans and documents before project approval.

Please itemize any and all revisions made to the development plan in addition to those made in response to staff comments; include a statement in your response to comments that no additional revisions have been made to the site plan beyond those stated.

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

See comments within the comment document for any fees due, as fees may be due for different aspects of your development project. Fees showing in ePlan reflect Planning & Development review or revision fees only.

State Permits that may be required:

FDOT, FDEP- UTILITIES, SJRWMD, ENVIRONMENTAL REPORTS, ARCHEOLOGICAL REPORTS, FDEP- ENVIRONMENTAL, SJRWMD- ENVIRONMENTAL, FFW, IF APPLICABLE.

AGENCY/DEPARTMENT COMMENTS

No.	Group Name	Reviewer Comment	Status
1.	Buffers and CPTED	Buffer B1 only shows 9 understory/evergreen trees on sheet L1.06 but must show 12. Please correct.	Not Met
2.	Environmental - Impact Analysis	Seminole County is the Water and Sewer service provider for this project. Capacity reservation will be required.	Not Met
3.	Environmental Services	There currently is no potable water line connection as shown. There are plans currently in review for the Myrtle Estates Subdivision across the street. Please coordinate with the proposed Myrtle Estates Subdivision.	Not Met
4.	Environmental Services	There currently is no sanitary sewer line connection as shown. There are plans currently in review for the Myrtle Estates Subdivision across the street. Please coordinate with the proposed Myrtle Estates Subdivision.	Not Met
5.	Environmental Services	The County can't guarantee that water and sewer services will be available when needed. This project is relying on the Myrtle Estates project to complete the line extensions.	Not Met
6.	Natural Resources	If no landscaping or other disturbance is proposed on tract GW-1, consider increasing the wetland buffer width from 15 feet to 25 feet to ensure that the 15-foot minimum, 25-foot average buffer width is maintained. If the increase in width is not feasible, please show the buffer width calculations.	Not Met
7.	Natural Resource	Southern live oak may be unsuitable for street tree plantings in a 5-foot right-of-way as they form extensive root systems that cause pavement to heave. We would also like to see root barriers installed on the street side to reduce likelihood of heaving.	Not Met
8.	Natural Resources	Please ensure any lot trees will not be planted in the building pad area. 60.23(c)	Not Met
9.	Planning and Development	***SUBMITTAL INFORMATION FOR "ALL" RESIDENTIAL PROJECTS: A School Concurrency Application (SIA) must be submitted to the Seminole County School Board at the same time concurrency is submitted to P&D for review. An Approved School Concurrency "SCALD" letter will be required before concurrency will be approved. All questions on School Concurrency should be directed to Jordan Smith at 407-320-0168 or smithjs@scps.k12.fl.us. PLEASE MAKE SURE THAT THE SCALD LETTER MATCHES THE NUMBERS ON THE FINAL ENGINEERING PLAN BEFORE RESUBMITTING.	Not Met
10.	Planning and Development	The zoning classification on the property is within the Urban Conservation Overlay District please place a note on the overall site plan that states "Compliance with the Developers Commitment Agreement (DCA) #22-20500010.	Not Met
11.	Planning and Development	Please provide under the open space calculation what tracts are being counted toward open space. Please revise the site plan to state the tracts, please remember that the landscape buffer areas cannot be counted toward the open space calculations. Please make sure when giving each tract and each acreage for open space that you deduct the landscape buffers.	Not Met
12.	Planning and Development	Please provide a table or on the lots the lot area for each lot.	Not Met
13.	Planning and Development	Show where the subdivision sign will be located on site. Please note: a separate building permit will be required. The Subdivision signs shall not exceed forty-eight (48) square feet in area or a maximum height of fifteen (15) feet above the elevation of the crown of the road.	Not Met

14.	Planning and Development	Revise the site plan to state and show the typical lot sizes and please show that the corner lots are 15% bigger than the internal lots in the development as stated under Sec. 35.64 (2), Please make sure they are to scale.	Not Met
15.	Planning and Development	Please state the FEMA Zone on the overall site plan under the notes section.	Not Met
16.	Planning and Development	Please provide additional notes from the PSP/FDP plan on the overall site plan. The notes from the PSP/FDP should be note 3, 14 and 16.	Not Met
17.	Planning and Development	The note numbers on the overall site plan go from 1-12 and then 35-54. Please revise the numbering of the notes.	Not Met
18.	Planning and Development	Please show the location of the subdivision sign and the dimensions of the sign on the site plan as well as the overall site plan. Informational: A separate sign building permit will be required for signage.	Not Met
19.	Planning and Development	Not all of the greenway tracts are called out on the site plan. All the tract's need to be called out on the site plan. Please revise the site plan to be consistent with the PMP/FMP to show the tract call outs for the landscape buffers and the greenway area. Please revise the site plan to show all the tract call outs.	Not Met
20.	Planning and Development	What is the minimum living area of the proposed home in the development? Please place information under the site data.	Not Met
21.	Planning and Development	Add to note #40 - that the development will comply with Part 27 of the Urban Conservation Overlay. Please revise the overall site plan	Not Met
22.	Planning and Development	Please provide irrigation plans showing water use zones, rain sensor device and backflow preventer. Please keep in mind when placing the rain sensor should be located in an open area. SCLDC Sec. 30.1231	Not Met
23.	Planning and Development	The landscaping shall have 20% minimum of low water use plant material provided and a maximum of 40% high water use plant material per SCLDC Sec. 30.1229(a)(2). Place this information table on the landscape plans.	Not Met
24.	Planning and Development	Condition G in the DCA states that the developer will be required to dedicate 9' of addition right of way along Myrtle Street. The site plan shows 8.5' facing Myrtle Street.	Not Met
25.	Planning and Development	Please make a note on the site plan that states each lot will provide at least four (4) off-street parking spaces. Garage parking spaces may be counted toward this requirement.	Not Met

26.	Public Safety - Addressing	(Development Name) The cover sheet has 'Myrtle' and the site plan has 'Myrtle Street.' What is the intent for the subdivision name? The Final Engineering plan name, Plat Name and subdivision wall name (if there is one) all need to match. To avoid duplicate or similar names, the name by which a new development shall be legally known in the County, shall be submitted for compliance review to the Office of Emergency Management, Attn: Addressing (email:addressing@seminolecountyfl.gov). Addressing checks the proposed name against the Seminole County Property Appraiser facility & subdivision names along with project names that are on reserve within the County. Potential names will be reviewed during Site Plan or Preliminary Subdivision Plan. The approved name shall be the only conspicuous name posted or advertised on signage and shall also be the title on the proposed plat. Following approval of the 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)	Not Met
27.	Public Safety - Addressing	The existing addresses on the properties is as follows: (2320305AQ0000011A- 571 MYRTLE ST); (2320305AQ00000330- 5321 LAKE AVE); (2320305AQ00000320-5359 LAKE AVE); (2320305AQ00000310-5415 LAKE AVE); (320305AQ0000011B- 455 MYRTLE ST). How will you be permitting the structures for demolition? Will they be included in the Engineering or will separate permits be pulled for each parcel and inspections will need to be completed? Please advise.	Not Met
28.	Public Safety - Addressing	Please provide an aerial image showing an overlay of where the streets and buildings will be located. This will help us to determine the correct location to add the address points and draw in the street centerline on the 911 map.	Not Met
29.	Public Safety - Addressing	(STREET SIGN/NAME) This project will require (2) street names. Please submit a minimum of (2) proposed street names for approval to Email: addressing@seminolecountyfl.gov. Street A is a COURT (CT). Street B is a POINT (PT). Please see document folder for street naming and street sign guide.	Not Met
30.	Public Safety - Fire Marshal	Please verify lot 9 complies with : Fire Department access road shall extend to within 50ft of at least one exterior door that can be opened from the outside and that provide access to the interior of building. NFPA 1, SECTION 18.2.3.2.1 (2018 Edition)	Not Met
31.	Public Safety - Fire Marshal	Please verify lot 9 complies with : Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first floor of the building is located not more than 150 feet (450 feet if equipped with an automatic fire sprinkler system) from fire department access roads as measured by an approved route around the exterior of the building or facility (Section 18.2.3.2.2 NFPA 1, 2018 Edition)	Not Met
32.	Public Safety - Fire Marshal	Please update the FFPC code reference in the Water Main Report Appendix A Needed Fire Flow Demands to FFPC 7th edition. Currently it states 2012 edition.	Not Met
33.	Public Safety - Fire Marshal	NO PARKING Signage and yellow striping for all fire department appliances such as FDCs, fire hydrants and fire department lanes shall be provided in accordance with NFPA 1, 18.2.3.6.1	Not Met


34.	Public Safety - Fire Marshal	Additional comments may be generated based on resubmittal.	Not Met
35.	Natural Resources	Conservation easements dedicated to Seminole County will be required over the wetlands and required buffers, and all property within the 100 year flood plain.	Informational
36.	Planning and Development	Based on environmental services comments, there is no potable water or sanitary sewer connection. Per the Development Commitment Agreement and the Urban Conservation Village Overlay. The development is required to connect to water and sewer.	Informational
37.	Planning and Development	At the time of your preconstruction meeting, provide a copy of any required St. Johns River Water Management District Permit. (SCLDC Sec. 35.44 (f) (5))	Informational
38.	Planning and Development	INFORMATIONAL: You must submit a revision of your Final Engineering Plans based upon comments of the various reviewers.	Informational
39.	Planning and Development	INFORMATIONAL: Site lighting will be required to pull a separate building permit. Lighting will be required to be shielded on the site lighting poles and must follow Condition Y in the DCA.	Informational
40.	Public Safety - Addressing	(Subdivision Plats) The addressing fee for (21) lots & 1 entry address is \$420.00. Prior to the final approval of the plat, the addressing fee shall be paid by check or money order only, payable only to 'Seminole County' (No credit cards & no cash accepted). The fee can be mailed to: Seminole County Addressing Section 3rd Floor, 150 Eslinger Way, Sanford, FL 32773. In person payments accepted by appointment only. Please call 407-665-5045, 407-665-5191, 407-665-5190 or email addressing@seminolecountyfl.gov (Addressing Policy)	Informational
41.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) All building/unit number(s) shall be issued by the Seminole County Office of Emergency Management Addressing Office. SCLDC 90.5	Informational
42.	Public Safety - Addressing	(SITE/FLOOR PLAN) When submitting future site plans or building permits, please submit an existing and proposed plan indicating and labeling on the plans all of the following: All structures existing or proposed on the parcel, description of the use of the structure(s), parcel number of the property as well as the adjacent properties, posted address, street names, north arrow, drive aisles, front (main entry) and rear elevations of the building(s), where the work will take place within the building.	Informational
43.	Public Safety - Addressing	(PLAT) Subdivisions will be pre-addressed within (14) working days after recording the plat in the public records. Until the plat is recorded any addresses associated to the project are subject to change. SCLDC 90.5.6 (d). You are welcome to email: addressing@seminolecountyfl.gov a copy of the recorded plat, with the plat book and page number inscribed and we may be able to release addresses sooner provided, the fees have been paid.	Informational
44.	Public Safety - Addressing	(STREET SIGN/NAME) Approved Street names will be placed on a reserved street name list and will be held until the project is approved or recorded. Prior to approval, the approved street names are required to be labeled on final Site Plans, Engineering Plans and Recorded plats. Once the project has been approved or recorded, the unused street names will be deleted from the list. If the plan approval expires, the street names shall require additional review and approval at the time of re-submittal. (Office of Emergency Management Addressing Policy)	Informational

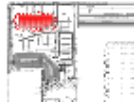




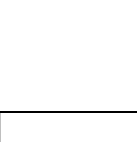

45.	Public Safety - Addressing	(STREET SIGN/NAME) PLEASE NOTIFY HOME BUILDER/CONTRACTOR THAT ALL STREET SIGNS FOR THE DEVELOPMENT NEED TO BE INSTALLED AND HAVE PAST ADDRESSINGS INSPECTION, PRIOR TO ANY TYPE OF BUILDING PERMIT SUBMITTAL (FENCES/LIFT STATIONS/ WALLS, ETC), OTHERWISE THE PERMIT WILL BE REJECTED AND SENT BACK FOR CORRECTIONS. We have uploaded the street sign specs into the documents folder. It is the developer/owners responsibility to install all street signs for the development, prior to building permit approval. Street signs must be installed and inspected for all new developments, as the address for any type of building permit will be assigned to the internal street(s). All street signs require cross blades with the names of the intersecting streets. As determined by E911 Addressing, the sign blades must have the approved street name/spelling, proper designation and be placed in a location facing/fronting the correct street. No use of punctuation (hyphen, period, apostrophe) on street signs. If the street(s) are not built and permits are being submitted, signage can be placed at the main entry to the development and as roads are built, the street signs can be moved to their correct location. Contact E911 Addressing, email: addressing@seminolecountyfl.gov , after street signs are installed, as they require an inspection. Incorrect signs will be required to be corrected. For street sign requirements or questions, please contact Seminole County Traffic Engineering Division at 407-665-5677. Chapter 40.231 updated 4-27-2021 & SCLDC 90.6(A-L).	Informational
46.	Public Safety - Addressing	(POSTING) Residential address numbers are to be a minimum of 4" inches height and half inch width. SCLDC SEC 90.5(7)	Informational
47.	Public Safety - Addressing	(POSTING) If the main entrance to the building or the building structure is set back and not readily visible from the street, address numbers shall be posted on the structure and at the entrance street or adjacent driveway to the building on both sides of a fence, mailbox or post. Numbers shall be visible from both directions of the street. SCLDC SEC 90.5(7)	Informational
48.	Public Safety - Addressing	(POSTING) Address numbers shall be made of durable weather resistant material, shall be permanently affixed to the structure and posted fronting the street the structure is addressed to. The colors of the numbers shall contrast the surrounding background of the structure, so it stands out and is clearly visible from both directions of the addressed street. SCLDC SEC 90.5(a). Addresses are entered into the 911 map and used directly by the 911 communications call center. *Address numbers are to be permanently installed facing the street the structure is addressed to.	Informational

49.	Public Safety - Addressing	<p>911 Addressing does not need to review building permits for fences or walls. Therefore, these potential items should be discussed with the Developer, on which parcels the fence or wall work will be done. It is suggested to contact the Building Division prior to submitting your permit at 407-665-7050, as the Building Division will determine how many permits are required for each affected parcel. The Information Kiosk web map found at the following link may be helpful.</p> <p>https://www.seminolecountyfl.gov/departments-services/information-services/gis-geographic-information-systems/ The maps direct link is:</p> <p>https://seminolegis.maps.arcgis.com/apps/webappviewer/index.html?id=668252d321334112be7534024b972bc6. Please forward this comment to the home builder & potential contractors.</p>	Informational
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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".

Status	Department	Snapshot	File	Changemark Details
Not Met	Planning and Development		026 - Landscape - Overall Site Plan L1.01.pdf	Please revise the square feet of the of the parcel.

Not Met	Planning and Development		029 - Mitigation Tree Preservation L1.04.pdf	Please place the FFE numbers within the building envelope.
Not Met	Planning and Development		026 - Landscape - Overall Site Plan L1.01.pdf	The tract RT-1 is labeled in the landscape buffer. Please revise the Overall Landscape Plan.
Not Met	Planning and Development		026 - Landscape - Overall Site Plan L1.01.pdf	Tract RT-1 needs to be moved out of the landscape buffer. Please revise it accordingly.
Not Met	Planning and Development		007 - OVERALL SITE PLAN - C100.pdf	Please revise the project name in the note to Myrtle not Myrtle Street.
Not Met	Planning and Development		007 - OVERALL SITE PLAN - C100.pdf	Note #49 does not make sense the 15'/25' average buffer provided is 10,517, and the 25' upland buffer is 9,995 square feet shouldn't the 15' average be less than the 25' average? Please revise to have consistent numbers.
Not Met	Planning and Development		007 - OVERALL SITE PLAN - C100.pdf	Please add the accessory structure, pool, and pool screen enclosure setbacks on the plan under the building setbacks.
Not Met	Planning and Development		031 - Landscape Final Master Plan L1.06.pdf	Staff would like to see more trees along the south and western portion of the open space area. Please revise the landscape plans to show more trees in this area.

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	Reviewer	Email	Status	Reviewer Comments
Planning and Development	Annie Sillaway	asillaway@seminolecountyfl.gov	Corrections Required	407-665-7936
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	Corrections Required	

Environmental Services	Paul Zimmerman	pzimmerman@seminolecountyfl.gov	Corrections Required	Paul Zimmerman, PE (407) 665-2040
Public Safety - Addressing	Diane Koschwitz	dkoschwitz@seminolecountyfl.gov	Corrections Required	Diane Koschwitz 407-665-5190
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	Corrections Required	Phone: 407-665-7391
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	Corrections Required	Please see and respond to not met comments. Matt 407-665-5177
Public Works - Impact Analysis	William Wharton	wwharton@seminolecountyfl.gov	No Review Required	
Buffers and CPTED	Maya Athanas	mathanas@seminolecountyfl.gov	Corrections Required	(407) 665-7388
Public Works - Engineering		COMMENTS UNDER SEPARATE COVER		
Building Division Review Coordinator	Tony Coleman	acoleman@seminolecountyfl.gov		
Building Division	Tony Coleman	acoleman@seminolecountyfl.gov	No Review Required	

The next submittal, as required below, will be your:

☒ 1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
3/16/2023	The application fee allows two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Annie, Becky, Paul, Diane, Matthew, Maya

The application fee allows two resubmittals. For the third review, the resubmittal fees are:

Major Revision: 50% of original application fee.

Minor Revision: 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)

REQUIRED FOR THE SECOND (2ND) AND ALL SUBSEQUENT SUBMITTALS:

DIGITAL SIGNATURES – The use of PEDDS signing method sunsetted on June 30, 2015. Design professionals must use digital signatures that have been verified through a 3rd party Certificate Authority.

This is a commercial service that the consultant would contract with a provider for. Seminole County does not endorse any specific certificate authority. Digital signing (with a certificate issued through a 3rd party Certificate Authority) should contain an image that includes the design professional's seal, name and license number. This is required by law for all design professional's and will be returned for correction if the signature does not meet the minimum requirements of the Florida Statutes and

Florida Administrative Code.

Customers may, at their discretion, wish to send the County their digital signature certificate in advance of any reviews of their work. To do so, customers must complete the Digital Signature Affidavit form and follow the instructions as noted on the ePlan Review web page.

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/electronic-plan-review/digital-signature.stml>

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	www.altamonte.org
Casselberry	(407) 262-7700	www.casselberry.org
Lake Mary	(407) 585-1449	www.lakemaryfl.com
Longwood	(407) 260-3440	www.longwoodfl.org
Oviedo	(407) 971-5555	www.cityofoviedo.net
Sanford	(407) 688-5000	www.sanfordfl.gov
Winter Springs	(407) 327-1800	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) 665-3621	

Other Resources:

Flood Prone Areas	www.seminolecountyfl.gov/gm/building/flood/index.aspx
Watershed Atlas	www.seminole.wateratlas.usf.edu
Seminole Co. Property Appraiser	www.scpafl.org