



LAKE COUNTY

DEPARTMENT OF
GROWTH MANAGEMENT
Planning & Community Design Division

May 10, 2012

Oscar Rojas
Iglesia Bautista – Lake Saunders, Inc.
1405 Bay Road
Mount Dora, FL 32757

Re: Iglesia Bautista Church Classroom Addition - Pre-submittal, (Alternate Key #2583061, #2583037, and #2530871)
(Project No. 2012050002, Application Request No. 2050)

Dear Mr. Rojas:

The Development Review Staff (DRS) has reviewed your pre-submittal application for the proposed 18' x 30' addition to Building #2 and the change of use from single-family residential (SFR) to office and classrooms for Building #4. Our review comments are listed below for your reference. Please use this information in the preparation of your formal development application (Site Plan).

A DRS meeting was requested as part of the application. The next available date is Thursday, May 17, 2012, at 10:00 a.m. in the Growth Management Conference Room, fifth floor, Administrative Building located at 315 West Main Street, Tavares. Please contact me and confirm this date is convenient for you.

Please be advised that our review of your pre-submittal application is a cursory review based on the information provided and does not constitute a waiver of any requirements contained in the County's Comprehensive Plan, Land Development Regulations (LDR), nor does it constitute an approval of your proposal.

Planning & Community Design Division

1. The proposal is for an 18' x 30'/540 SF building addition to an existing 1,243 SF building and the change of use from SFR to office and classrooms for Building #4. The property is zoned Community Facility District (CFD) by Ordinance #61-89 and #41-92 within the Urban High Density Future Land Use. This project is located within the Mount Dora Joint Planning Area.
2. A Major Site Plan amendment to the approved site plan (SP#89-5-49) will be required incorporating the parcel to the south showing the change of use for the SFR.
3. The following requirements apply to this property per the Comprehensive Plan and Land Development Regulations, Ordinance #61-89 and #41-92:
 - a. Impervious Surface Ratio (ISR): 0.80 over the entire commercial development

PLANNING AND COMMUNITY DESIGN DIVISION | *A division of the Department of Growth Management*
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Board of County Commissioners • www.lakecountyfl.gov

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- b. Intensity/Floor Area Ratio (FAR): 2.0
- c. Maximum building height: 50 feet
4. A St. Johns River Water Management District Stormwater Permit or permit amendment may be required prior to construction.
5. Setbacks: All setbacks are in accordance with Community Facility District (CFD) Zoning Ord. #61-89:
 - a. Front setback (along Bay Road): A minimum setback of twelve (12) feet from the right-of-way is required.
 - b. North side setback is twenty-seven (27) feet from the property line.
 - c. South side setback is five (5) feet from the property line.
 - d. Rear setback is seventeen (17) feet from the property line.
6. Parking Space Requirements:
 - a. The required vehicle parking spaces for the 108 seat existing sanctuary is 36 spaces (1 parking space per 3 worship seats). The conceptual plan states 32 spaces and shows 33 spaces. An additional 3 spaces will be required for a total of 36. Grass parking spaces are permitted, but all drive aisles/driveways must be paved.
 - b. Please show the calculations and location of required bicycle parking on the site plan, at a ratio of .05 bicycle spaces per motor vehicle parking spaces in accordance with Section 9.03.07 LDR.
 - c. Please show additional parking for the proposed office area for Building #4. Parking spaces are calculated using 1 space per 200 SF of gross leasable area.

Water and Sewer:

- a. The application indicates the church is served by the City of Mount Dora water and sewer, but also indicates there is an existing well and septic tank or tanks on the property. Please be advised that at some point all buildings may be required to connect to water and sewer. Be sure to show the existing well/s and septic tank/s on the site plan as well as the central water and sewer connect location.
 - b. Please provide a Utility Notification Letter (see attached) from the utility provider.
7. Landscape Plan:
- a. A landscape plan prepared by a landscape architect is required with the site plan application.
 - b. A ten (10) foot wide Type A Landscape buffer is required at the rear of the proposed addition. The planting requirements for a ten (10) foot wide Type "A" buffer are two (2) canopy trees, one (1) ornamental tree, and one (1) single row of shrubs per one-hundred lineal feet of buffer.
 - c. The proposed drive aisle is within the required landscape buffer area at the rear of the proposed addition and will need to be re-located outside the buffer area. A possible solution would be to relocate the addition to the side of Building #2, reverse the traffic flow and relocate the driveway to connect with the driveway connection of Building #4, and rearrange the parking to accommodate the required number of spaces. Parking and pavement cannot be located within the designated landscape buffer area.
 - d. Please note that existing mature trees and shrubs may be used to meet the above requirements. Please show any existing and/or proposed trees on the landscape plan.
 - e. If the removal of any protected trees is proposed, the tree removal permit section of the

site plan application must be completed. The tree replacement criteria are based on the tree/s caliper of inches removed. Fifty (50) percent of the inches removed must be replaced and should be shown as replacement trees on the landscape plan.

8. Environmental:
 - a. An Environmental Assessment will not be required with a development application related to this project. The site has already been cleared and graded.
 - b. There are no wetlands on or adjacent to this site.

Public Works Department

1. Any expansion to the impervious surface may be subject to St Johns River Water Management District (SJRWMD) permit or modification to existing permit for the stormwater management.

SJRWMD contact info:
Maitland Service Center
601 South Lake Destiny Road, Suite 200
Maitland, FL 32751
(407) 659-4800
(877) 228-1658
Main FAX (407) 659-4805

2. The driveways may need to be improved to meet County commercial driveway standards.
3. Additional right-of-way for Bay Rd may be required. This will be determined during the site plan review.

Florida Department of Health (Lake County)

1. Water Supply:
 - a. Please identify and clarify whether or not the church is on its own well or if water is provided by the City of Mt Dora or another utility service.
 - b. If there is an existing irrigation well used and or proposed for use, please identify at site plan to assure setback distances are maintained from the onsite septic system.
 - c. Please clarify application with concept plan-whether water meter is from public water connection to City of Mt Dora or if the church has its own water service from an onsite well.
2. Wastewater Disposal:
 - a. Onsite Sewage Treatment and Disposal System (OSTDS-septic system) relocation or installation will require plan submittal, permitting, inspection and approval through Lake County Health Department's Tavares Environmental Health Section.
 - b. OSTDS specifics involving setback distances, sewage flow, tank size and drainfield trenches is required to comply with the current State of FL Department of Health (DOH) Rule Chapter 64E-6, Florida Administrative Code (FAC).
 - c. Identify the septic system area i.e. tank size and drainfield specifics on the site plan for installation compliance in accordance with current Rule Ch 64E-6, FAC for the proposed drainfield area (note drainfield trenches will need to be 3 ft vice 2 ft per the proposed concept plan).

3. Will the Lot Size Accommodate Projected Septic Flows:
 - a. In accordance with Ch 64E-6, FAC, public water connection to the City of Mt Dora or other public utility service water connection will accommodate projected sewage flow.
4. Surrounding Features (Wells, Septic Systems, Lakes, etc.):
 - a. Identify on the site plan all onsite and neighboring wells (irrigation and drinking), septic systems, lakes, streams, mean annual flood line, and other surface water within 100 feet from all parts of the proposed or relocated Onsite Sewage Treatment and Disposal System (OSTDS-septic system).
5. Department of Health, Lake County Environmental Health Section (Tavares, FL) point of contact for all OSTDS specifics and expertise is Mr. Elias Christ at phone no. 352-253-6130 x 5822.

Building Division (Fire)

The following information will be required with the site plan application:

1. Please indicate on the site plan if there are existing fire hydrants and show their distances from the proposed building. This must be provided prior to approval. Once this information is received additional comments maybe forthcoming.

Concurrency Management - Development Processing

1. The proposed 540 sq ft building would be subject to Transportation Impact fees at a rate of \$1,322 per 1,000 SF, should a building permit be issued after March 1, 2013. (Transportation Impact Fees are suspended until then).
2. Fire Impact Fees will be assessed at a rate of \$247 per 1,000 SF.
3. All fees are due at the time of issuance of a building permit.

Transportation Concurrency

1. The standard Level of Service (LOS) for the impacted roadway of Bay Rd is "D" with a capacity of 572. The impacted roadway segments (CR 19A/Bay Rd to Old US 441/CR 500A) are currently operating at twenty-six (26) percent of its capacity. This project will be generating one (1) peak hour trip with no significant impact to the roadway
2. The Applicant will be required to complete an exemption of full traffic study at the time of site plan submittal. Currently there are no County funded improvements scheduled for this roadway segment.

Potential Development Review Fees

The approximate site plan application fees will be \$2,301 due at site plan submitted (if tree removal is proposed, add an additional \$200 to the total for a tree removal permit). A breakdown of the site plan fee estimates are specified below:

Planning and Community Design - \$ 550
Landscape Review - \$200
Public Works - (\$635 + \$460) \$1,095
Fire - \$181
Florida Department of Health - \$175
Zoning Clearance - \$100

Please contact Planning and Community Design to confirm the fee amount prior to submitting the site plan application. After the site plan is approved, a building permit is required. The building permit application and site plan application may be submitted concurrently.

Should you have any questions, please do not hesitate to contact our office.

Sincerely,



Rick Hartenstein, AICP, CPM, Senior Planner (Case Manager)
Division of Planning and Community Design
(352) 343-9739 ext. 5400
e-mail: rhartenstein@lakecountyfl.gov

cc: File
Steve Greene, AICP, Chief Planner

Attachments: Site Plan Application
Site Plan Fee Checklist
Site Plan Submittal Guide
Utility Notification



Department of Growth Management

Development Application

- Major Site Plan Major Site Plan Amendment Master Park Plan
 Minor Site Plan Minor Site Plan Amendment Preliminary Plat
 Tree Removal Landscape Review Only Mining/Operation Permit

You have the option to request a Development Review Staff (DRS) meeting or written comments only. Please check which one you would prefer.

DRS meeting requested Written comments only

If you are constructing a Green building or your development is an affordable housing project, please let us know.

1. Project Name: _____ Alternate Key#: _____

2. Description of proposed development: _____

3. Location of proposed development: _____

4. Number of jobs to be created: _____

5. Owner's Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

6. Applicant's Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

7. Developer's Name: _____ Contact Person: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

8. Engineering Firm: _____ Contact Person: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

9. Has any previous application or variance been filed in connection with this property? _____

If yes, please describe the details of the application and case number: _____

10. Water and Sewer will be provided by: _____

Note: Utility provider documentation required.

11. For Major Site Plan, Minor Site Plan, Preliminary Plat, Master Park Plan, and Mixed Used Projects: A buffer must be submitted identifying all properties within 300 feet of the property to be developed. The use of the neighboring properties must be identified. A noise study, including a noise mitigation plan, shall be required if the surrounding property uses are different, based on the use classifications listed in the Land Development Regulations (3.01.03).

12. Will the infrastructure be installed prior to approval of the final plat? ____ Yes ____ No ____ N/A

13. Will you be adding a well on this site? _____

14. Site Development Data:	<u>Existing</u>	<u>Proposed</u>
a. Total gross acreage:	_____	_____
b. Total net acreage:	_____	_____
c. Number of lots:	_____	_____
d. Commercial square footage:	_____	_____
e. Total number of dwelling units	_____	_____
f. Projected density:	_____	_____
g. Total acres in park:	_____	_____
h. Total acres in recreation:	_____	_____
i. Total acreage in easements/right-of-way	_____	_____
j. Total acreage in floodplain:	_____	_____
k. Total acreage in wetlands:	_____	_____
l. Construction acreage:	_____	_____
m. Total caliper of protected trees removed or to be removed:		

PROTECTED TREE TYPE	Caliper Total	Mitigation Percentage	SUBTOTAL REQUIRED
Three inch (3") DBH & Specimen		times (X) 0.50	
Sand Pine and Xeric Oak min. 2" DBH		times (X) 0.50	
Wetland Tree of any caliper		times (X) 0.50	
Historic & Heritage Tree(s)		times (X) 1.00	
Clearing without a Permit Historic, Specimen & Heritage		times (X) 2.50	
Without a Permit three or more trees		times (X) 2.00	
Without a Permit 1 to 2 trees		Per tree type	
TREE CALIPER REPLACEMENT		Per above	

Justification for tree removal: _____

15. Are you going to build a new driveway or modify an existing driveway? ___ Yes ___ No ___ N/A

If yes, please provide the information. Road Name _____

County Road Maintenance Number (if known) _____ Section _____ Township _____ Range _____

- a. A separate application may be required for each road.
- b. Construction details (1-set) drawn to scale, including a general location map.
- c. If turn lane construction is required applicant shall install Portable Changeable (Variable) Message Signs (PCM's, FDOT Index 6740) on the County Road(s) impacted by construction. The PCM's shall be installed one (1) week prior to construction in order to inform residents and roadway users of the impending construction. The PCM's shall display lane closure information including anticipated lanes to be closed, extent of lane closure (i.e. 'Next 3 miles'), daily hours of closure, and temporary restrictions.
- d. If turn lane construction is required, submittal shall also include:
 - 1. Turn lane(s) layout with dimensions;
 - 2. Striping plan with typical pavement section;
 - 3. Traffic maintenance plan;
 - 4. Record survey of right-of-way signed and sealed by a Florida licensed surveyor.
- e. All turn lane improvements shall be overlaid from taper to taper, full width.
- f. If a culvert is required all right-of-way disturbed by this work shall be restored to its original condition and in accordance with applicable Lake County Codes. All disturbed areas must be sodded, matching existing grass type. Applicant shall be responsible for sod until it is established.
- g. In areas where sidewalks are present or planned, the driveway must include a minimum 4 foot wide path traversing the driveway apron (at a maximum 2% cross slope) in compliance with ADA requirements.
- h. Driveway connection shall be a minimum of three hundred (300) feet from any intersection.
- i. Prior to construction, Applicant shall provide written notice to all residences adjacent to the project limits. Within a minimum of fourteen (14) calendar days prior to construction, applicant shall provide to Lake County Public Works a copy of the notification with a list of parties notified. This notice shall include the anticipated construction schedule, maintenance of traffic plan, and any impacts (permanent or temporary) to the subject residence and adjacent area.
- j. Driveway connection and roadway construction must be completed in accordance with the approved site plan and/or subdivision construction plans. Lake County reserves the right to modify the permitted driveway(s) at any time including median, turn lane, or other modifications within County right of way. The Applicant will not receive compensation or compensatory damages relating to such modification by Lake County.
- k. Issuance of a driveway permit does not vest any rights to the property for zoning, land use changes, or site improvements. The owner must follow all County procedures for permitting of the commercial, retail or other land uses.

Information:

You can contact the Building Services Division for building, electric, plumbing, and mechanical code requirements, please call (352) 343-9653 for assistance.

Please contact the Communication Systems Division for subdivision and road name approval; their phone numbers are (352) 343-9488 and (352) 343-9487.

If the legal description shown on the warranty deed is not correct or does not close you may be required to submit a boundary survey or sketch of description of the property, certified by a professional land surveyor. The legal description should appear on the face of the survey or description.

For a list of submittal requirements, please refer to the applicable Submittal Requirement Checklist, which is attached to this document.

To be completed by Staff:	
Verbal Pre-submittal Project# _____	
Project #:	AR # _____ Date: _____
Existing zoning:	Future Land Use Category: _____
Section: _____ Township: _____ Range: _____	Commissioner District: _____
Planning Area: _____	Utility Area: _____
Tree Removal Permit only: Approved _____ Denied _____ Expiration Date: _____	
_____	_____
Authorized Staff Signature	Date

OWNER'S AFFIDAVIT

STATE OF FLORIDA
COUNTY OF LAKE

BEFORE ME, the undersigned authority personally appeared _____, who being by me first duly sworn on oath, deposes and says:

- 1. That he/she is the fee-simple owner of the property legally described and attached to this application.
- 2. That he/she desires a Development Approval to accomplish the above desired request, as stated on Page One of this Application.
- 3. That he/she has appointed _____ to act as Agent and/or Applicant in their behalf to accomplish the above.
- 4. Permission is granted for staff to conduct a site visit for purposes of review of this site plan or development plan.

(Owner's Signature)

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___ day of _____, 20 __, by _____, who is personally known to me or who has produced _____ as identification and who did ___ or did not ___ take an oath.

Notary Public (Signature)

(SEAL)

Print or type Notary Name
Commission (serial) Number _____

My Commission Expires: _____

NOTE:

All Applications shall be signed by the Owner(s) of the Property, or some person duly authorized by the Owner to sign. The authority authorizing such person other than the Owner to sign MUST be attached.

AGENT/APPLICANT'S AFFIDAVIT

STATE OF FLORIDA
COUNTY OF LAKE

BEFORE ME, the undersigned authority personally appeared _____, who being first duly sworn on oath, deposes and says:

- 1. That he/she Affirms and Certifies that he/she understands and will comply with all Ordinances, Regulations, and Provisions of Lake County, and that all statements and diagrams submitted herewith and attached hereto, are true and accurate to the best of their knowledge and belief, and further, that this application and attachments shall become part of the Official Records of Lake County, Florida, and are **Not Returnable**.
- 2. That he/she desires a Development Approval for the use of property as proposed, for the property legally described on this Application.
- 3. That the submittal requirements for this Application, which are attached hereto, have been completed and attached hereto as part of this Application.

(Agent / Applicant's Signature)

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 20 ____, by _____, who is personally known to me or who has produced _____ as identification and who ____did or ____did not take an oath.

Notary Public (Signature)

(SEAL)

Print or type Notary Name
Commission (serial) Number _____
My Commission Expires: _____



Department of Growth Management

Site Plan Fee Checklist

Planning & Community Design Review: (select one from A – E)

A. Major Site Plan (<i>SPRD</i>) (New site plans or existing site plans that do not have an existing site plan approval)	\$1,250.00	_____
B. Major Site Plan Amendment (<i>SPRC</i>)	\$ 550.00	_____ ✓
Minor Site Plan Review and Amendment (<i>SPRE</i>)	\$ 275.00	_____
Minor Site Plan (No vertical development or less than 200SF of structures)	100.00	_____
Master Park Plan (<i>PPMA</i>)	\$ 365.00 + 1.65 per lot	_____
C. Master Park Plan Minor Amendment (<i>PPMB</i>)	\$ 175.00	_____
Landscape Review Fee (<i>SPRB</i>)	200.00	_____ ✓
Tree Removal Application Review Fee (<i>TRSPB</i>)	200.00	_____
After-the-Fact Tree Removal Application Review Fee (<i>TRSPA</i>)	\$ 500.00	_____

Inspection Fees

A. Landscaping Inspection (<i>LNDSCP</i>)	150.00	_____
B. Lot Grading (<i>PWLGC</i>)	200.00	_____

Capacity Encumbrance Letter Review (select one from A – B)

A. Capacity Encumbrance Letter - No Alternate Data – not submitting traffic study		
Public Works – Stormwater: \$ 30.00 (<i>CELPWS</i>)		
Public Works – Transportation: \$450.00 (<i>CELPWT</i>)		
Growth Mgmt Administration – Parks, SW: \$110.00 (<i>CELADM</i>)	\$ 590.00	_____
B. Capacity Encumbrance Letter - Alternate Data – submitting traffic study		
Public Works – Stormwater: \$ 30.00 (<i>CELPWSD</i>)		
Public Works – Transportation: \$915.00 (<i>CELPWTD</i>)		
Growth Mgmt Administration – Parks, SW: \$110.00 (<i>CELADM</i>)	\$1055.00	_____

Public Works Site Plan Review (select one from A – C)

A. Commercial, Industrial, Mining and Non-platted Residential (<i>PWCIM</i>)	\$ 925.00	_____
B. Major Plan Revision / Amendment (<i>PWMSP</i>)	\$ 635.00	_____ ✓
C. Minor Plan Revision / Amendment (<i>PWDM</i>)	\$ 250.00	_____
D. Commercial Driveway Connection Review (<i>PWCM</i>)		
Driveway Permit Fees: Payment determined by traffic generation analysis - Average Daily Traffic (ADT) \$320 _____ \$390 _____ \$700 _____	\$ _____	
Less than 100 ADT = \$320.00 (PUBC1) 100 ADT - 1,000 ADT = \$390.00 (PUBC2) Greater than 1,000 ADT = \$700.00 (PUBC3)		

Public Works Stormwater Review (select one from A – C)

A. Non-residential (<i>PWSRN</i> *)	310.00	_____
B. Major Plan Revision / Amendment (<i>PWMPPR</i>)	\$ 480.00	_____ ✓
C. Minor Plan Revision / Amendment (<i>PWSRD</i>)	\$ 165.00	_____

Fire Review

Site Plan Review (<i>FDF</i>)	181.00	_____ ✓
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Health Department Review (select one from A – E)

A. Health Department Site Plan Review Type 1 (<i>HDSPR1</i>) (Freestanding "big box" retail outlets with more than 100,000 sq. ft., shopping centers with more than 250,000 sq. ft., heavy industrial, or sites less than 2 acres)	\$ 125.00	_____
B. Health Department Site Plan Review Type 2 (<i>HDSPR2</i>) (All non-residential urban or rural land uses on sites greater than 2 acres)	\$ 175.00	_____
C. Health Department Site Plan Review Type 3 (<i>HDSPR3</i>) (All urban multifamily, RV Parks, etc.)	\$ 125.00	_____
D. Major Site Plan Amendment (<i>HDMSPA</i>)	175.00	_____ ✓
E. Minor Site Plan Amendment (<i>HDNSPA</i>)	125.00	_____

Zoning Division

Paperless Zoning Clearance (<i>ZPC</i>)	100.00	_____ ✓
Subtotal:	\$ _____	
A 1% service charge will apply if paying by credit card (of the total amount due) (<i>CCARD</i>)	\$ _____	
TOTAL:	\$ _____	

Re-submittal Information:

Fire, Building Services – beginning with third review (<i>FDF</i> *)	73.00	_____
Public Works – beginning with third review (<i>PWR3</i> *)	320.00	_____
Health Department – beginning with second review (<i>HDPRF1</i> *)	50.00	_____

Make checks payable to: Lake County Board of County Commissioners



Department of Growth Management

Site Plan Submittal Guide

The following required information shall be submitted when applying for site plan approval. Additional information may be required depending on the project.

1. Completed Development Application form
2. Tax receipt or property record card
3. Latest recorded warranty deed showing the current title holders of the property
4. A legal survey prepared by a surveyor registered in the State of Florida, showing an accurate legal description and the total acreage when the property is part of a larger tract.
5. **Major Site Plan Submittal:** Four (4) prints of the site plan with supporting documentation. Five (5) if in the Joint Planning Area. If you are submitting online, please submit one set.
6. **Minor Site Plan Submittal:** Four (4) prints of the site plan with supporting documentation. If submitting online, please submit one set.
7. Application for Capacity Encumbrance Letter or vesting from concurrency, application for Capacity Reservation Certificate or a valid Capacity Reservation Certificate, or de minimus determination or an exemption determination.
8. Environmental assessment. (if applicable)
9. State agency permits. (if applicable)
10. Tree removal permit. (if applicable)
11. Utility availability letter.
12. Aerial photograph.
13. Application fees.

A. PLAN FORMAT

1. 1"/100' scale
2. 24" x 36" plan sheets, 3/4" margin, 2" at binding
3. Sheet number and total number of sheets

B. PLAN REQUIREMENTS

1. General vicinity map drawn to scale showing position of proposed site in the Section(s), Township and Range.
2. Principal roads, city limits and other pertinent information.
3. Complete legal description of the property.
4. Name, address and telephone number of the owner(s) of the property.

- 5. Name, address, and telephone number of engineer or landscape architect preparing the plan. The designated contact person must be referenced on the plans.
- 6. Title block, north arrow, scale and date.
- 7. Area of property, shown in square feet and acres.
- 8. Provide building construction information to reflect type as listed: frame, joist masonry, non-combustible, modified fire resistive and fire resistive.
- 9. Location of existing property and right-of-way/easement lines for private and public property.
- 10. Location of existing streets, railroads, buildings, transmission lines, sewers and bridges.
- 11. Location of existing culverts, drain pipes and water and sewer lines within 300 and 1000 feet (curb line distance).
- 11. Location of existing stormwater management systems.
- 12. Existing and proposed septic tank systems or sewer lines.
- 13. Potable water source; existing and proposed wells and water lines.
- 14. Indicate location of nearest alternative water supply (lake, pond, spring, development with approved water supply system. Alternative supply must be approved by fire prevention).
- 15. Location of existing hydrants.
- 16. Any land rendered unusable for site purposes by deed restrictions or other legally enforceable limitations.
- 17. Landscape plan and legend (trees over 6" DBH).
- 18. Tree Removal and Mitigation.
 - A tree inventory consisting of an aerial photograph or drawing (at a scale of one inch equals two hundred feet (1" = 200) or a greater legible scale showing:
 - Property boundaries (survey)
 - For all protected trees found on the attached approved tree list as specified in (B) below.
 - a. Location, caliper DBH and common name of individual trees or tree groupings
 - b. Location, caliper DBH of historic, specimen or heritage trees
 - General schedule of when the trees will be removed and when replacement trees will be planted
 - Mitigation plan indicating location, size and species of trees used as replacements.
- 19. U.S.D.A. Soil conservation service soil types.
- 20. Contour lines at five (5) foot intervals
- 21. FLUCS vegetative cover overlain on the concept plan, and precept survey for designated species when native habitat is being altered or cleared or when project is 100 acres or greater.
- 22. Water courses, water bodies, flood plains, wetlands and other important natural features. (jurisdictional wetland line, ordinary high water line or mean high water line and 100-year flood line.)
- 23. Base flood elevation
- 24. Designated species survey.
- 25. Existing zoning of the parcel.
- 26. Depiction of abutting property within five-hundred (500) feet showing:
 - Existing zoning
 - Land uses

- Principal structures (construction type within 100 feet)
- Major landscape features
- Intensities of non-residential use
- Traffic circulation systems
- Existing and proposed driveways
- Water and sewer facilities
- Wells and septic tank systems
- 27. Intensity or density of the site (ISR/- DU/AC)
- 28. General parking and circulation plan broken down by standard, compact and handicapped.
- 29. Points of ingress and egress from the site with relation to existing or planned public or private road rights of way; pedestrian ways, bicycle paths and access points to public transportation facilities.
- 30. Proposed stormwater management systems and proposed linkage, if any, with existing or planned public water management systems.
- 31. Location and availability of capacity for potable water and wastewater facilities to serve site and identification of who will serve the site. (Potable water systems within 300 feet and wastewater treatment systems or central lines within 1000 feet).
- 32. Description of any required improvements or extensions to off-site facilities.
- 33. Proposed open space areas on the site and types of activities proposed to be permitted on them.
- 34. Location of existing public or private easements.
- 35. Lands or land use rights to be dedicated or transferred to the public or a private entity and the purposes for which the lands will be held and used.
- 36. Location of the site in relation to any established urban service areas and utilities.
- 37. A description of how the plan mitigates or avoids potential conflicts between land uses.

C. ADDITIONAL DATA

A Traffic Impact Study (TIS) will generally not be required for projects, meeting the following conditions: The proposed development meets the "De Minimus" criteria specified by LDR chapter 5.01.03 (A & B) - Exemptions for Development with "De Minimus" Impact, and that the development site is on a roadway currently operating at vehicles/capacity (V/C) ratio below 0.5.

For development sites that do not meet the "De Minimus" criteria but generate less than 25-net new vehicular trips based upon weekday A.M. peak-hour, weekday P.M. peak-hour and or weekend peak-hour trips; a Request of Exemption Letter must be submitted. The minimum data required for this letter is described in Lake Sumter Metropolitan Planning Organization (MPO) Traffic Impact Study Methodology Guidelines. A traffic impact study will be required as outlined in the MPO Manual for all other development sites.

Please contact the Lake County Public Works Department at 352-483-9040 with any questions regarding requirement

Additional standards applying to the Wekiva River Protection Area or Green Swamp Area of Critical State Concern shall be required for development proposals pursuant to Chapters VII and VIII of the Land Development Regulations, as amended. Any requested development order must comply with the Lake County Land Development Regulations, as amended, and the Lake County Comprehensive Plan, as amended. If this project has vesting status or is subject of a special master settlements please include documentation of such.



**LAKE
COUNTY**
FLORIDA

Department of Growth Management

Utility Notification

In an effort to assure governmental cooperation and assistance in the use of approved utility facilities, Lake County shall, per Land Development Regulations, Section 6.12.00, require connection to those facilities upon development, within 1,000 feet of an approved central sewage system and/or within 300 feet of an approved central water system.

The owner of the following property has either a pending public hearing, commercial project under review or is in the process of obtaining a permit. It is understood that a one-day turn around for this information is required so that delays for issuance will be minimized.

Please acknowledge the availability to serve the following property with central utility systems.

The applicant is proposing the following:

Single-Family Dwelling _____ Multi-Family Units _____ Duplex _____ Commercial _____

Administrative Lot Split _____ Commercial Project _____ Rezoning _____

Legal description: Section _____ Township _____ Range _____ Alt Key # _____

Subdivision _____ Lot _____ Block _____ Additional Legal attached _____

Hook up to Central Sewage _____ within 1,000 feet of the above described property.
(is or is not)

Hook up to Central Water _____ within 300 feet of the above described property.
(is or is not)

The _____, will provide immediate hook up to this property for:

Central Sewage: Yes _____ No _____ Central Water: Yes _____ No _____
Will the connection to the central sewage system be via a _____gravity line or a _____force main/pump?

Wellfield Protection:

To protect the principal source of water in Lake County, per section 6.03.00 of the Land Development Regulations, the area within 1,000 feet radius shall be considered a wellhead protection area.

This property is _____ or is not _____ within 1,000 feet of an existing or future wellhead.

Please attach any conditions that affect the availability of provision of service to this property.

City Official or Private Provider Signature _____

Print Name and Title: _____ Date _____

Please return this completed form to the Lake County Planning & Community Design via facsimile to (352) 343-9767, or email it to zoning@lakecountyfl.gov.

To be completed by County staff: **Staff Name:** _____

Date Received: _____ **Address #:** _____