



October 23, 2012

Cindy Lenhart
Citizens First Bank
1341 Griffin Road Leesburg, FL 34748

Re: Presubmittal Application
Proposed Commercial/Retail Use
(Project No. 2012100001, Application Request No. 2136)

Dear Ms. Lenhart

The Development Review Staff (DRS) has reviewed your pre-submittal application for a proposed commercial/retail use. Our review comments are listed below for your reference. Please use this information in the preparation of your formal development application.

A meeting with the DRS is not required; however, if you would like to schedule a meeting to discuss these comments please contact us.

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 a commercial/retail business on property zoned Community Commercial (C-2) within the Urban Medium Future Land Use Category (FLUC). The property contains an existing residence of approximately 1,288 sq. ft. This property is located within a Major Commercial Corridor.
2. Commerce uses, including services and retail are allowed under FLU and Zoning District. The proposed uses will require site plan and building permits. If the proposed use is for light industrial uses, then the property will have to be rezoned pursuant to the requirements of the Comprehensive Plan.
3. The following requirements are applicable to this property, per Comprehensive Plan Policy I-1.3.3 *Urban Medium Density Future Land Use Category*:
 - a. The floor area ratio (FAR) shall not exceed 0.35.
 - b. Impervious Surface Ratio (ISR): 0.70 maximum.

PLANNING AND COMMUNITY DESIGN DIVISION | A division of the Department of Growth Management
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- c. Open Space: 20% minimum, and
 - d. Maximum building height: 75 feet.
4. Building setbacks to the property line and right-of-way:
- U.S. Highway 27/441 and Temple Hill Road: A minimum setback of 50 feet from the right-of-way easement is required by LDR Table 3.02.05.
- West, East and South: A minimum 10 foot building setback is required (landscape buffer).
5. Parking Space Requirements: Retail requires one (1) space per 200 square feet of gross leasable area.
6. The required site plan must reflect the exact location of existing structures and paved surface areas on the property.
7. Landscape Plan:
- a. A landscape plan prepared by a landscape architect is required with the site plan application.
 - b. A minimum 10-foot wide landscape buffer, Type A, is required along State Road 46, Hunter Avenue and Payne Road. Landscape requirements are listed below:

Width Option	Landscape Requirements (per 100 linear feet)
10 Feet	<ul style="list-style-type: none"> • Two (2) canopy trees; • One (1) ornamental tree; and • One (1) single row of shrubs.

- c. South landscape buffers: A minimum 15-foot wide landscape buffer, Type B, is required. Landscape requirements are listed below:

Width Option	Landscape Requirements (per 100 linear feet)
15 Feet	<ul style="list-style-type: none"> • Three (3) canopy trees; • Two (2) ornamental trees; and • One (1) single rows of shrubs.

- d. Building Perimeter Landscape: A minimum three (3) foot wide landscape area, around at least 40 percent of the building perimeter and located within 25 feet of the building walls shall be provided per LDR Section 9.01.07(B). One (1) canopy tree or three (3) ornamental trees and 28 shrubs are required per 100-linear feet.
 - e. 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.
 - f. A tree removal permit is required to remove any trees (unless exempted by LDR Section 9.02.04).
8. Be advised that an assessment of the existing noise conditions will be required with the site plan submittal pursuant to LDR 9.09.00 for the purpose of determining whether a detail noise study shall be required.
9. **Environmental:**
- a. No Environmental Assessment will be required with this site plan application.
 - b. There are no wetlands on or adjacent to the property.

Public Works Department

1. The parking for the commercial business should be internal and avoid a design that allows cars to backup into Temple Hill Road.
2. A commercial driveway will be required for the change of use. The driveway apron will be required to be constructed to County standards of asphalt or concrete with 35 feet radii and width of the driveway from 20 feet minimum to 36 feet maximum.
3. The site will be required to provide stormwater management with an increase of 500 sq. ft. or more of impervious area to the site.
4. Additional right-of-way maybe required for Temple Hill Road.

Florida Department of Health

1. State of FL Department of Health (DOH) needs more information, what type of home business for existing well and onsite septic system (OSTDS) change of use from residential use to business for review, evaluation, inspection and approval through Lake County Health Department (LCHD) per DOH Rules?
2. Existing residential well evaluated for change to business use, DOH Rule Chapter 64E-8, Florida Administrative Code (FAC).
3. Existing residential onsite septic system (OSTDS) evaluated for change to business use, pursuant to DOH Rule Chapter 64E-6, FAC.

Building Division (Fire)

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

The future design documents must indicate:

The building construction type.

The total building area.

The fire separation distances [setbacks] from the closet lot line, street, alley, public way and buildings on the same property.

The type of fire protection water supply to be provided at the site.

Fire protection water supply will be available prior to and during construction.

The needed fire flow for the building[s] and or structure[s].

The locations of any fire hydrants for the site.

Specification of whether the site will be using an aboveground fire protection water supply tank to provide the fire protection water supply.

The size of the aboveground fire protection water supply tank.

Specification of whether an alternate for fire protection water supply in the single-family residential development will be used.

Fire Protection such as separation from the type of business against the single family residence maybe an issue that will be addressed during the building permitting process.

Compliance with the Florida Fire Prevention Code regarding fire department access.

The point of service:

"Point-of-Service" means the point at which the underground piping for a fire protection system using water as the extinguishing agent becomes used exclusively for the fire protection system.

A "fire protection system" is a system individually designed to protect the interior or exterior of a specific building, structure, or other special hazard from fire. Such systems include, but are not limited to, water sprinkler systems, water spray systems, foam-water sprinkler systems, foam-water spray systems, CO2 systems, foam extinguishing systems, dry chemical systems, and Halon and other chemical systems used for fire protection use. Such systems also include any overhead and underground fire mains, fire hydrants and hydrant mains, standpipes and hoses connected to sprinkler systems, sprinkler tank heaters, air lines, thermal systems used in connection with fire sprinkler systems, and tanks and pumps connected to fire sprinkler systems.

The point of supply:

"Point-of-Supply" means the point at which the underground piping serves fire hydrants and the sprinkler system. No domestic connections are allowed after the "Point-of-supply."

"Point of Supply" is often identified as the "Point of Connection" by the industry.

That the underground fire mains supplying Fire Protection Systems, including fire sprinkler systems and fire hydrants shall be installed by a Florida Licensed Contractor with a Class I; Class II; or Class V.

An accessible path of travel [sidewalk(s)] to a public way from all required exits.

The location and size of any fuel storage tanks located on the site.

Please be advised:

A building department permit is required for any structure or change of occupancy use.

The Florida Fire Prevention Code mandates specific information to be provided for structures being used as business occupancy; the Florida Fire Prevention Code further mandates specific fire protection features for these facilities; these items will be addressed during the building permitting phase.

The Florida Fire Prevention Code allows the authority having jurisdiction to require a Key Lock Box; this item will be addressed during the building permitting phase.

The Florida Fire Prevention Code allows the authority having jurisdiction to require fire department access be provided to gated subdivisions or developments through the use of an approved device or system; this item will be addressed during the permitting process.

The Florida Fire Prevention Code has specific mandates regarding the location of dumpsters stored within buildings or dumpsters placed within 10 feet of combustible walls, openings or combustible roof eave lines; the dumpster location will need to be indicated on the site plan.

The Florida Administrative Code mandates the placement of an identifying symbol [MALTESE CROSS] on buildings where light-frame truss-type construction is used; this item will be addressed during the building permitting phase.

Questions regarding fire plan review:

If you have questions, please contact Gene Brewer (Fire Plan Examiner) at 352-343-9653, extension 5407 or gbrewer@lakecountyfl.gov or contact Robin Gutting (Fire Plan Examiner) at 352-343-9653, extension 5427 or rgutting@lakecountyfl.gov.

Transportation Concurrency

The impacted roadway US 27 segment Eagles Nest Rd/Lake Ella Rd to Griffin View Dr is currently operation at a level of service "B" with adequate capacity for this project.

The applicant will be required to sign and date a Traffic Exemption application at time of site plan approval.

Concurrency Management - Development Processing

1. The proposed use of a residential structure for retail/commercial use will be subject to impact fees. Transportation impact fees are suspended until March 1, 2013.
2. Fire impact fees will be assessed at \$1,301 per 1,000 square feet for commercial uses.
3. Based on the proposed plan, site specific information is needed to determine the need for a Capacity Encumbrance Letter (CEL). A CEL encumbers capacity for public facilities and services for 120 days from the date of issuance. Prior to expiration of the CEL, you must either have a building permit issued or apply for and receive a Capacity Reservation Certificate. In order to receive the Certificate, which reserves capacity for up to 4 years, capacity reservation fees must be paid in full. Reservation fees are based on 100% of the estimated transportation impact fees for commercial and 50% of the estimated applicable impact fees (school, park and transportation) for residential (per lot).

Potential Development Review Fees

The approximate site plan application fees will be \$2,106.00, when submitted. A breakdown of the fee estimates are specified below:

- Planning and Community Design - \$ 275
- Landscape Review and Inspection - (\$200 + \$150) \$350
- Tree Removal Permit (if applicable) - \$200
- Development Processing/Capacity Encumbrance Review (\$30 + \$110) - \$140
- Public Works - (\$250 + \$165) - \$415
- Commercial Driveway Connection Review - \$320
- Fire - \$181
- Florida Department of Health - \$125
- Zoning Clearance - \$100

After the site plan is approved, building permits are 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,


Melving Isaac, P.E., Planner (Case Manager)
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cc: File