



SEMINOLE COUNTY PLANNING & DEVELOPMENT DIVISION
1101 EAST FIRST STREET, SANFORD, FLORIDA 32771
(407) 665-7371 EPLANDESK@SEMINOLECOUNTYFL.GOV
www.seminolecountyfl.gov

PRE-APPLICATION

PRE-APPLICATIONS WILL NOT BE ACCEPTED WITHOUT A PROPOSED DEVELOPMENT

PURPOSE

The pre-application process is an informal exchange of ideas and information in response to concept development plans provided by the applicant to help the applicant determine the next steps of the development proposal. The information provided by Seminole County does not constitute a waiver of any requirements contained in the County's Land Development Code. <http://seminolecountyfl.gov/guide/codes.aspx>

The information provided at the pre-application meeting and through comments is preliminary and not intended to give an in-depth review of the proposal. For a concurrency determination, including water and sewer capacity, a separate concurrency review application and applicable fees must be submitted using the following link: <https://www.seminolecountyfl.gov/departments-services/development-services/planning-development/concurrency-impact-fees/application-for-concurrency-review.stml>

PROCESS

Once the pre-application and fee are received, it will be assigned a project number, processed and routed out to various departments for review. The Project Manager and other applicable departments will review the project and provide comments via e-mail. Upon receiving the comments, the applicant may request a pre-application meeting, which will be held during the Development Review Committee (DRC) meeting on Wednesday mornings. If a meeting is requested, the applicant will be advised via e-mail of their scheduled meeting time the Friday prior to the meeting.

REQUIRED ATTACHMENTS

- Application
- Application fee (\$50.00)
- Detailed narrative
- Site map of existing conditions
- Site sketch of proposal

DELIVERY METHODS

Completed forms and all the above required attachments may be sent via:

- **E-mail:** Eplandesk@seminolecountyfl.gov
- **Hand delivery:** Seminole County Planning & Development Division, West Wing, Second Floor, Room 2028, 1101 East First Street, Sanford, Florida 32771
- **Mail:** Seminole County Planning & Development Division, 1101 East First Street, Sanford, Florida 32771



SEMINOLE COUNTY
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PROJ. #: _____

PRE-APPLICATION

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

APPLICATION FEE

<input type="checkbox"/> PRE-APPLICATION	\$50.00
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PROJECT

PROJECT NAME:	
PARCEL ID #(S):	
TOTAL ACREAGE:	BCC DISTRICT:
ZONING:	FUTURE LAND USE:

APPLICANT

NAME:	COMPANY:	
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	EMAIL:	

CONSULTANT

NAME:	COMPANY:	
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	EMAIL:	

PROPOSED DEVELOPMENT (CHECK ALL THAT APPLY)

SUBDIVISION
 LAND USE AMENDMENT
 REZONE
 SITE PLAN
 SPECIAL EXCEPTION

Description of proposed development: _____

STAFF USE ONLY

COMMENTS DUE:	COM DOC DUE:	DRC MEETING:
<input type="checkbox"/> PROPERTY APPRAISER SHEET <input type="checkbox"/> PRIOR REVIEWS:		
ZONING:	FLU:	LOCATION:
W/S:	BCC:	