



SECTION 3. COUNTY ADMINISTRATION

3.25 DELEGATION OF AUTHORITY TO ACCEPT DOCUMENTS AND SET PUBLIC HEARINGS

A. PURPOSE. The Seminole County Board of County Commissioners (“BCC”) has authorized the County Manager to delegate to the appropriate staff persons the authority to accept documents without action by the BCC pertaining to the development approval process when such items have been prepared on standard County forms, reviewed by appropriate staff, and undergone a legal review by the County Attorney’s Office. Such instruments include, but are not limited to, bills of sale relating to lift stations and water and sewer lines and acceptance into the County-maintained utility system, instruments of conveyance relating to lift stations and water and sewer lines, utility agreements, reclaimed water agreements, maintenance agreements, letters of credit, instruments of conveyance relating to the conveyance of public road right of way and acceptance into the County-maintained roadway system, cross access easements/agreements, drainage easements, sidewalk easements, performance bonds, payment bonds, maintenance bonds, estoppel letters, and utility easements.

The County Manager is hereby authorized to delegate to the appropriate staff persons the authority to schedule, without action by the BCC such public hearings on such matters that must come before the BCC for decision as required by the Codes and Ordinances of Seminole County.

B. AUTHORITY. Resolution 97-R-66 adopted March 11, 1997