

SEMINOLE COUNTY, FLORIDA

*COUNTY SERVICES BUILDING
1101 EAST FIRST STREET
SANFORD, FLORIDA
32771-1468*



Meeting Minutes - Draft

Wednesday, December 3, 2025

6:00 PM

BCC Chambers

Planning and Zoning Commission

CALL TO ORDER

Present Tim Smith, Richard Jerman, Carissa Lawhun, Dan Lopez, Mike Lorenz, Brandy Ioppolo, and Lourdes Aguirre

Opening Statement

The meeting convened at 6:00 PM with Chairman Mike Lorenz leading the Pledge of Allegiance. The Chairman then introduced each Board and Staff member present and read the procedure for conducting the meeting and voting.

Staff Present

Jose Gomez, Development Services Director, Dagmarie Segarra, Deputy Development Services Director, Neysa Borkert, Deputy County Attorney, Annie Sillaway, Principal Planner, Kaitlyn Apgar, Senior Planner, and Tammy Brushwood, Clerk to the P&Z Board

Accept Proof of Publication

Motion by Commissioner Richard Jerman, seconded by Commissioner Brandy Ioppolo, to approve the Proof of Publication. The motion passed unanimously.

Aye: Commissioner Smith, Commissioner Jerman, Commissioner Lawhun, Commissioner Lopez, Commissioner Lorenz, Commissioner Ioppolo, and Commissioner Aguirre

Approval of Minutes

Motion by Commissioner Brandy Ioppolo, seconded by Commissioner Tim Smith, to approve the October 1, 2025 P&Z Minutes, as submitted. The motion passed unanimously.

Aye: Commissioner Smith, Commissioner Jerman, Commissioner Lawhun, Commissioner Lopez, Commissioner Lorenz, Commissioner Ioppolo, and Commissioner Aguirre

NEW BUSINESS**Public Hearing Items:**

1. Vantage Bank Special Exception - Consider a Special Exception to allow the use of a bank in the OP (Office) zoning district on approximately 1.52 acres, located at the corner of SR 434 and E Lake Brantley Dr; (BS2025-12); (Vanessa Johnson, Vantage Properties LLC, Applicant); District 3 - Constantine; (Annie Sillaway, Principal Planner).
Annie Sillaway, Principal Planner with Development Services, presented this item as stated in the Staff report. She further stated that the Applicant is requesting a Special Exception to reinstate the operation of a bank on the subject property, located at the corner of SR 434 and E Lake Brantley Dr on approximately 1.52 acres. The property has a Future Land Use of Office and OP (Office) zoning, which allows for the use of a bank if approved via a Special Exception. The property was originally approved to operate as a bank by the Board of Adjustment on September 17, 1984. In 1996, the Board of Adjustment approved a Special Exception to reinstate a bank use after the facility had been vacant for more than 180 days, causing the previous Special Exception to expire. Pursuant to Section 30.3.6 of the Seminole County Land Development Code (SCLDC), when a Special Exception use is discontinued or abandoned for 180 days or longer, the future use of the land shall revert to the

permitted uses in the district in which said land is located, and a new Special Exception is required for the proposed use. Due to the property not being used as a bank for more than 180 days, the Applicant, Vantage Bank, is required to obtain a new Special Exception to continue the banking use on the site. No site improvements are being proposed at this time, and the existing building will be reoccupied as a bank. Based on staff's analysis of the Special Exception criteria, the proposed use is not detrimental to the character of the surrounding area and is consistent with existing development patterns. The area to the north and west consists of residential professional office uses within the RP (Residential Professional) zoning district. Across Lake Brantley Drive, adjacent to the subject property, is an existing Seacoast Bank zoned PD (Planned Development), which permits banking uses. The use will not adversely affect the public interest, as a bank has continuously operated on the site since 1984. Regarding traffic patterns, the property contains an existing building with two established access points: primary access is on SR 434, and the secondary access is on Lake Brantley Road. These access points will not introduce additional noise or heavy commercial activity and are compatible with the surrounding residential areas while maintaining appropriate circulation for the bank. The proposed Special Exception does not increase the Floor Area Ratio beyond the maximum allowable Floor Area Ratio of 0.35. The Applicant is complying with the Additional Use Standard Criteria subsection (b) (1-4), for sites located in the OP (Office) zoning district. The site is compatible with the concept of low intensity of the OP zoning district and is compatible with the low intensity of land use and site coverage, has adequate access to urban services such as water and sewer, police and fire, and the use of a bank will not create, by reason of its characteristics a requirement for granting a variance, as stated in the agenda package. Per Section 30.3.5.1, the Division Manager may waive the required Community Meeting, based upon the needs of the abutting communities or the County, as a result of generally accepted land use planning practices and principles. Because the property has been continuously used as a bank since its original approval in 1984, the requirement for a community meeting has been waived for this Special Exception request. An email by Thomas Hewitt was received in support of this request, which has been provided to the Board. Staff finds the request meets the identified portions of Section 30.3.1.5 - Special Exceptions of the Seminole County Land Development Code; therefore, staff requests the Planning and Zoning Commission recommend the Board of County Commissioners approve the Special Exception and the associated Development Order, to allow the use of a bank in the OP (Office) zoning district.

Greg Nowak, for the applicant, of St. Petersburg, Florida, stated that the bank has continuously operated as a bank and has been shutdown for 180 days, therefore they are required to go through this process. They're happy to answer any questions that the Board may have.

No one from the audience spoke in favor or in opposition to this request.

Motion by Commissioner Carissa Lawhun, seconded by Commissioner Richard Jerman, to approve and refer the Vantage Bank Special Exception to the Board of County Commissioners. The motion carried unanimously.

Aye: Commissioner Smith, Commissioner Jerman, Commissioner Lawhun, Commissioner Lopez, Commissioner Lorenz, Commissioner Ioppolo, and Commissioner Aguirre

2. Marsden Building PD Rezone- Consider a Rezone from C-2 (General Commercial) to PD (Planned Development) for a proposed office and warehouse building on approximately 0.47 acres, located on the southeast corner of Division Street and Wells Avenue; (Z2025-07); (Daniel Marsden, Applicant); District 4 - Lockhart; (Kaitlyn Apgar, Senior Planner).

Kaitlyn Apgar, Senior Planner, presented this item as stated in the Staff report. She further stated that the applicant is requesting the approval for a Rezone from C-2 (General Commercial) to PD (Planned Development) for a proposed office and warehouse building on approximately 0.47 acres, located on the southeast corner of Division Street and Wells Avenue. The property currently has a zoning designation of C-2, General Commercial and a Future Land Use of Mixed Use Development. This future land use supports the proposed Planned Development Zoning. The Mixed Use Development Future Land Use allows for a maximum Floor Area Ratio of 1.0. The Applicant is proposing a Floor Area Ratio of 0.2. The property currently exists as a vacant, undeveloped lot. The applicant proposes to develop the site as a trades office with a warehouse component. The warehouse area is accessory to the office use and would exist within the building. The PD proposes sufficient setbacks and buffering between the proposed development and the abutting existing development to the south. The site is currently located within the City of Casselberry's water service area, Seminole County's sewer service area, and outside of any reclaimed water service area. The site will be required to connect to Seminole County's water and sewer systems. Prior to development, the property will be transferred to Seminole County's water service area during the final engineering stage to ensure that both water and sewer services are provided by the same utility provider. The property proposes access onto Division Street, which is classified as a local road. A minimum of twenty-five (25) percent open space is provided on site. The proposed development is consistent with the PD criteria as stated in the staff report. As a summary, the benefits of this development include the provision of expected reduction in vehicle miles traveled per household, new multi-modal connectivity through sidewalk connections and bicycle parking, and innovative development via the integration of trades office and warehouse uses. The PD proposes more than the required tree plantings via the additional buffer provided on the south side and minimizes transportation impacts by promoting accessibility. Consistency with the Comprehensive Plan is achieved through the projected Comprehensive Plan policies. The property is a new single use non-residential development proposing office and very light industrial uses. In order to develop the property as proposed, the Applicant is required to rezone to Planned Development in accordance with Comprehensive Plan Future Land Use Policy 4.2.2(F) (6), as the property is a new development on a non-residentially zoned lot. The proposed building façade is oriented to the west to provide direct pedestrian access and a sidewalk connection to the existing network, thus meeting the walk-able intent of the Future Land Use. Staff finds the proposed PD (Planned Development) zoning classification to be consistent with the Comprehensive Plan. In compliance with

Seminole County Land Development Code Section 30.49 - Community Meeting Procedure, the Applicant conducted a community meeting on September 9, 2025 with details of the community meeting provided in the agenda package. Staff requests the Planning and Zoning Commission approve and refer this item to the Board of County Commissioners.

Johnny Herbert, for the applicant, with American Civil Engineering in Winter Springs, Florida. He had nothing else to add and is available for questions.

Grace Edwards of Meredith Street in Fern Park, Florida spoke in opposition to this request. She hasn't seen any plans and doesn't know how contact sensitive this can be given it is immediately adjoining a residential neighborhood. This street has no sidewalks and doesn't understand how it is considered to have pedestrian walkways and walk-ability. There is a school bus stop at this corner. This would be an additional 39 trips per day. There is no safety for the children on the street. No one can walk on this street. This is an environmentally sensitive area with a lot of wildlife directly adjacent to this property. It appears to be a strip mall and asked what the hours of operation would be and lighting, as there is nothing shown on the plans.

Mr. Herbert, in his rebuttal, stated that the sidewalks in question are on US Hwy 17-92, along the front, since currently there is no way for a pedestrian to access from Division Street to US Hwy 17-92. They are putting in a sidewalk that connects back into that region. The site was previously developed as a Wendy's restaurant. The FDOT pond that was put into place cut the land in half, but there was development in that location previously. The use on the project is listed as the trades building, so there is nothing retail about it. It is a trades office that functions during business hours and has a low intensity.

Commissioner Tim Smith asked about the right-of-way for the existing sidewalks. Ms. Apgar responded that it will be off the north side towards Division Street and not internal on Wells Avenue.

Motion by Commissioner Richard Jerman, seconded by Commissioner Brandy Ioppolo, to approve and refer the Marsden Building PD Rezone to the Board of County Commissioners. The motion passed unanimously.

Aye: Commissioner Smith, Commissioner Jerman, Commissioner Lawhun, Commissioner Lopez, Commissioner Lorenz, Commissioner Ioppolo, and Commissioner Aguirre

CLOSING BUSINESS

Approval of the 2026 Planning & Zoning Commission Meeting Dates

Motion by Commissioner Dan Lopez, seconded by Commissioner Lourdes Aguirre, to approve the 2026 P&Z Commission Board meeting dates as submitted. The motion passed unanimously.

Aye: Commissioner Smith, Commissioner Jerman, Commissioner Lawhun, Commissioner Lopez, Commissioner Lorenz, Commissioner Ioppolo, and Commissioner Aguirre

Elections for Chair and Vice Chair

Commissioner Richard Jerman nominated Commissioner Carissa Lawhun to Chairman. The Board approved the nomination with no additional nominations on the floor.

Chairman Carissa Lawhun nominated Commissioner Brandy Ioppolo to Vice Chairman. The Board approved the nomination with no additional nominations on the floor.

The motions carried unanimously.

Development Services Manager's Report

Jose Gomez, Director of Development Services, stated that he is leaving Seminole County and this is his last meeting with this Board. He looks forward to seeing them in other capacities in the future. Dagmarie Segarra, Deputy Development Services Director will be serving as the lead Staff at the P&Z meetings.

Neysa Borkert, Deputy County Attorney, stated that Mr. Jim Potter, Professional Engineer, will be in attendance, as well as Mike Rhodes, the Interim Development Services Director. The position will be posted soon.

ADJOURNMENT

Having no further business, the meeting adjourned at 6:33 PM.