



SEMINOLE COUNTY, FLORIDA

Development Review Committee

Meeting Agenda

Wednesday, December 17, 2025

9:00 AM

TEAMS

This meeting will be held remotely via Teams. The public may email devrevdesk@seminolecountyfl.gov to request a Teams link to attend in “listen only” mode. Specific questions regarding any project on this agenda should be directed to the Project Manager.

The meeting is scheduled to begin promptly at 9:00AM. Each item will be scheduled for a duration of 20 minutes unless otherwise indicated. Schedule may be re-arranged in the event of earlier availability. Please arrive 15 minutes prior to your scheduled meeting in case of earlier availability.

DRC & PRE- APPLICATIONS

**9:00AM (TEAMS) FAITH OUTREACH CHURCH EXPANSION -
PRE-APPLICATION**

[2025-1139](#)

Project Number: 25-80000131

Project Description: Proposed Special Exception and Site Plan to expand an existing church on 2.89 acres in the A-1 zoning district located on the northeast corner of Gabriella Ln and Tuskawilla Rd

Project Manager: Annie Sillaway (407) 665-7936
(asillaway@seminolecountyfl.gov)

Parcel ID: 25-21-30-300-0310-0000

BCC District: 1-Dallari

Applicant: Julie Youngblood (407) 405-8540

Consultant: Kevin Casey (407) 491-5944

Attachments: [APPLICATION](#)
[COMMENTS](#)

9:20AM (TEAMS) WINTER PARK SUBSTATION - PRE-APPLICATION[2025-1140](#)**Project Number:** 25-80000133**Project Description:** Proposed Site Plan for a driveway and sidewalk at an existing substation on 18.83 acres in the A-1 zoning district located on the northwest side of Howell Branch Rd and Old Howell Branch Rd**Project Manager:** Kaitlyn Apgar (407) 665-7377

(kapgar@seminolecountyfl.gov)

Parcel ID: 35-21-30-300-0090-0000**BCC District:** 1-Dallari**Applicant:** Perry Davis (407) 457-2164**Consultant:** Rick Ortiz (407) 487-2594**Attachments:** [APPLICATION](#)
[COMMENTS](#)**COMMENTS ONLY (NO MEETING SCHEDULED)****SEVENTH DAY ADVENTIST - SSFLUA AND REZONE**[2025-1138](#)**Project Number:** 25-20500013**Project Description:** Proposed Small Scale Future Land Use Amendment from PD to PD and Rezone from A-1 to PD for a religious facility on 6.67 acres located on the east side of Eastbrook Blvd and Tourney Dr**Project Manager:** Kaitlyn Apgar (407) 665-7377

(kapgar@seminolecountyfl.gov)

Parcel ID: 34-21-30-300-009A-0000**BCC District:** 4-Lockhart**Applicant:** Ryan Amos (407) 644-5000**Consultant:** Gregory Crawford (407) 895-0324**Attachments:** [APPLICATION](#)
[COMMENTS](#)



SEMINOLE COUNTY, FLORIDA

Agenda Memorandum

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

File Number: 2025-1139

Title:

9:00AM (TEAMS) FAITH OUTREACH CHURCH EXPANSION - PRE-APPLICATION

Project Number: 25-80000131

Project Description: Proposed Special Exception and Site Plan to expand an existing church on 2.89 acres in the A-1 zoning district located on the northeast corner of Gabriella Ln and Tuskawilla Rd

Project Manager: Annie Sillaway (407) 665-7936 (asillaway@seminolecountyfl.gov)

Parcel ID: 25-21-30-300-0310-0000

BCC District: 1-Dallari

Applicant: Julie Youngblood (407) 405-8540

Consultant: Kevin Casey (407) 491-5944



SEMINOLE COUNTY
 PLANNING & DEVELOPMENT DIVISION
 1101 EAST FIRST STREET, ROOM 2028
 SANFORD, FLORIDA 32771
 (407) 665-7371 EPLANDESK@SEMINOLECOUNTYFL.GOV

PROJ. #: 25-80000131

Received: 11/21/25

Paid: 11/25/25

PRE-APPLICATION

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

APPLICATION FEE

☒ PRE-APPLICATION \$50.00

PROJECT

PROJECT NAME: Faith Outreach Church Expansion

PARCEL ID #(S): 25-21-30-300-0310-0000

TOTAL ACREAGE: 3.04

BCC DISTRICT: ~~District 3 - Constantine~~ 1: Dallari

ZONING: A-1

FUTURE LAND USE: ~~12117~~ SE

APPLICANT

NAME: Julie Youngblood

COMPANY: Faith Outreach Church

ADDRESS: PO Box 180205

CITY: Casselberry

STATE: Florida

ZIP: 32707

PHONE: 407-405-8540

EMAIL: Faithoutreachchurchcfl@gmail.com

CONSULTANT

NAME: Kevin G Casey, P.E.

COMPANY: Casey Engineering

ADDRESS: 1024 Creeks Bend Dr

CITY: Casselberry

STATE: Florida

ZIP: 32707

PHONE: 407-491-5944

EMAIL: kevingcasey@gmail.com

PROPOSED DEVELOPMENT (CHECK ALL THAT APPLY)

☐ SUBDIVISION ☐ LAND USE AMENDMENT ☐ REZONE ☐ SITE PLAN ☒ SPECIAL EXCEPTION

Description of proposed development: Addition of a 50' x 80' portable building to site for use as church classrooms and offices and renovation of the existing sanctuary building. Sanctuary seating capacity to expand from 120 to 220.

STAFF USE ONLY

COMMENTS DUE: 12/5

COM DOC DUE: 12/11

DRC MEETING: 12/17

☐ PROPERTY APPRAISER SHEET ☐ PRIOR REVIEWS:

ZONING: A-1

FLU: SE

LOCATION:

W/S: Seminole County

BCC: 1: Dallari

on the northeast corner of Gabriella Ln and Tuskawilla Rd

Agenda: 12/12

November 20, 2025

Faith Outreach Church
4600 Gabriella Ln
Oviedo FL 32765

Seminole County Planning & Development Division
1101 East First Street
Sanford, FL 32771

Re: Pre-Application Detail Narrative

Project Description

Faith Outreach Church proposes to add a 4,000 sq ft portable church classroom/office building and expand the seating capacity in the existing sanctuary to support the church's community ministry needs. The new building will provide additional space for youth classes during service times, small group gatherings and church offices. The portable structure is intended as a long-term but flexible facility to accommodate steady growth within the congregation. The existing sanctuary building footprint will remain as currently configured with the interior being renovated to increase the current seating capacity from 120 occupants to 220 occupants.

The proposed portable will be placed on the north side of the property adjacent to the existing sanctuary, positioned to maintain adequate separation from adjacent residential properties and setback from Tuskawilla Road.

2. Site Layout and Circulation

- a. The portable will be located on an existing grassy area requiring minimal site disturbance.
- b. A sidewalk connection will link the portable to existing church facilities to allow safe pedestrian movement.
- c. No new driveway connections to Gabriella Lane are proposed.
- d. Vehicular circulation and fire access around the site will remain as currently configured.
- e. The church's existing parking area is expected to remain adequate; however, the applicant will complete any parking analysis required by staff.

3. Utilities and Infrastructure

- a. The portable classroom will connect to County water and sanitary sewer systems.
- b. Electrical service will be extended from existing on-site feeds.
- c. Stormwater impacts are expected to be limited due to the portable's minimal foundation footprint.
- d. A stormwater review and any required improvements will be provided based on County and St. Johns River Water Management District standards.

4. Environmental and Compatibility Considerations

- a. The property is already developed as a church campus and contains no known wetlands or protected species habitats.
- b. The portable classroom represents a low-intensity institutional use consistent with the existing zoning and the established character of the site.

- c. Existing landscape buffers are located along all residential property boundaries; additional buffering can be added if staff recommends increased screening.
- d. The classroom addition and sanctuary seating capacity expansion is not expected to materially increase traffic during peak hours, as service times typically occur during off-peak, weekend, or evening periods.

5. Requested County Guidance

The applicant is seeking feedback on the following items during the pre-application review:

- a. Zoning compliance and confirmation that a portable classroom is permissible as an accessory use to an established house of worship.
- b. Placement approval for the proposed portable in the north site area.
- c. Utility connection requirements, including water, sewer, electrical, and fire protection.
- d. Stormwater considerations and whether a drainage plan or modification will be required.
- e. Parking requirements for classroom use and whether the current parking supply remains adequate.
- f. Any additional documents, surveys, or technical studies needed for the formal CDP or site plan submission.

6. Conclusion

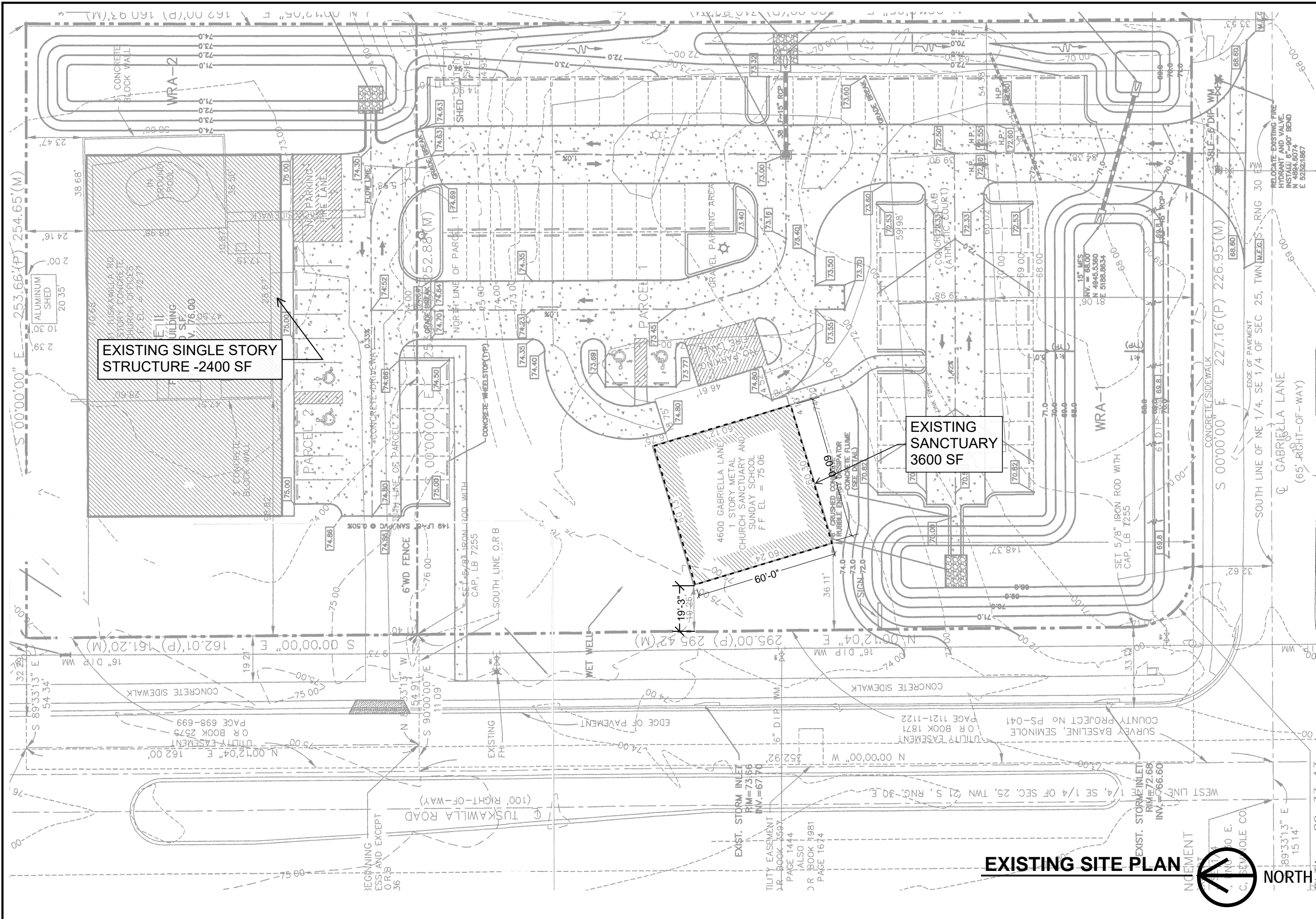
Faith Outreach Church seeks to responsibly expand its campus with a modest, functional, and community-oriented portable classroom facility. The church anticipates that this addition will enhance its ability to provide ministry services to the community while maintaining compatibility with surrounding residential properties. The applicant looks forward to staff feedback and will incorporate all recommendations into the formal submission.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Casey", with a stylized flourish at the end.

Kevin G. Casey, P.E.
FL Registration No. 44396

cc: Julie Youngblood – Faith Outreach Church



CASEY ENGINEERING
Kevin G. Casey, P.E.
FL Reg No. 44396
1024 Creeks Bend Dr
Casselberry, FL 32707
p: 407-491-5944
email: kevingcasey@gmail.com

FAITH OUTREACH CHURCH EXPANSION

4600 GABRIELLA LN OVIEDO, FL 32765

PHONE: 407-821-5733

EMAIL: Faithoutreachchurchcf@gmail.com

| | |
|--------------------|------------|
| DWG TITLE | |
| EXISTING SITE PLAN | |
| DWG NO. | C-1 |
| DATE | 11-20-2025 |
| BY | KGC |

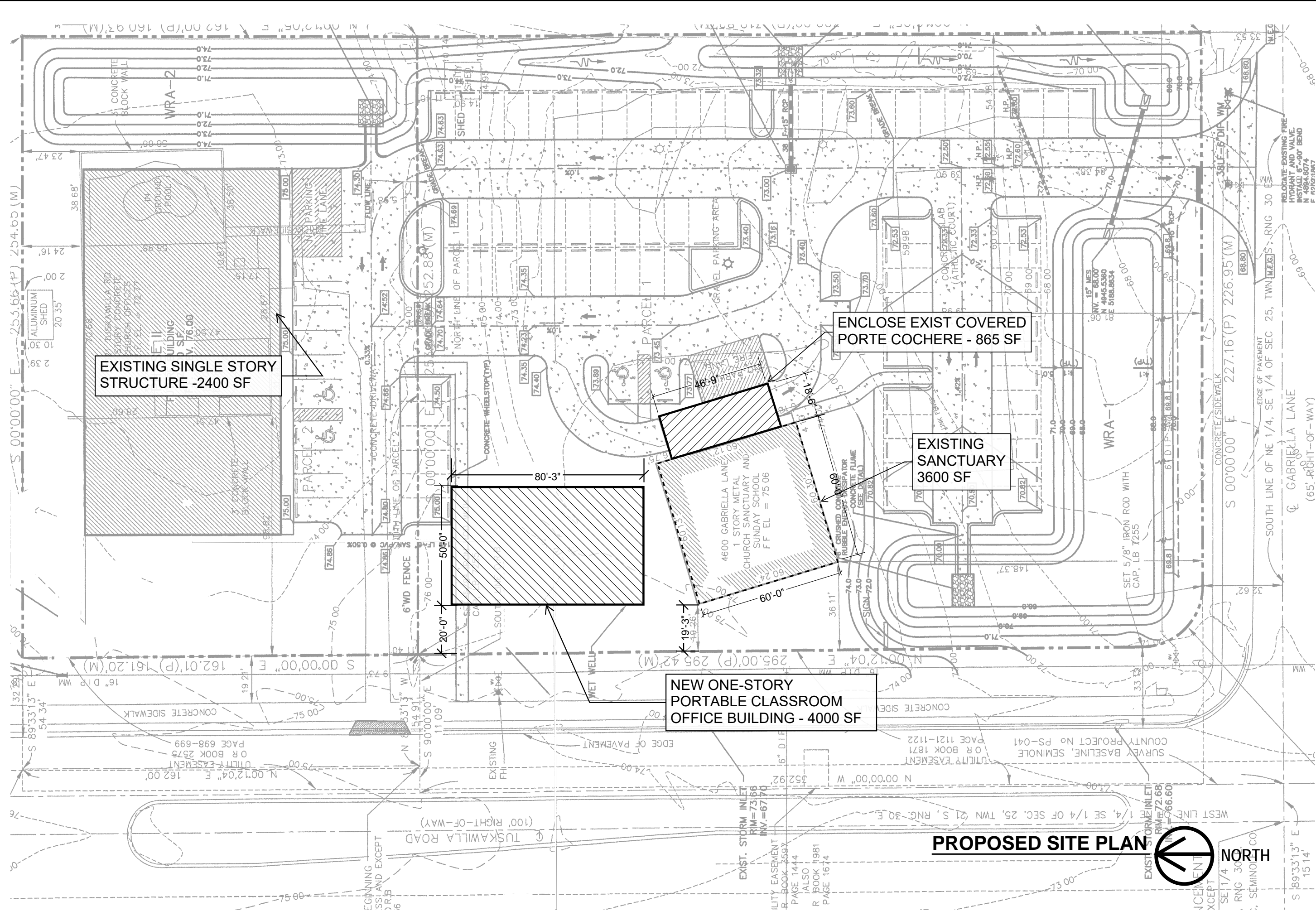
7

PHONE: 407-821-5733

PROPOSED SITE PLAN

C-2

| | |
|----|-----|
| BY | KGC |
|----|-----|

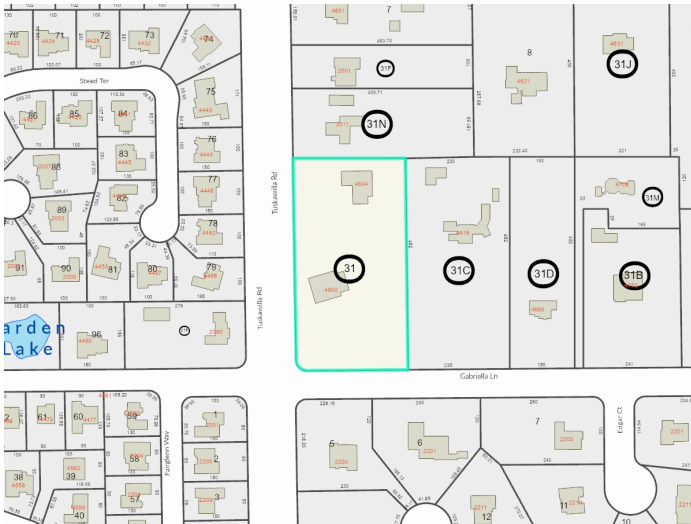


Property Record CardA



Parcel: 25-21-30-300-0310-0000
 Property Address: 4600 GABRIELLA LN OVIEDO, FL 32765
 Owners: 4600 GABRIELLA PROPERTIES LLC
 2026 Market Value \$709,789 Assessed Value \$709,789 Taxable Value \$709,789
 2025 Tax Bill \$9,822.94
 Churches property w/1st Building size of 3,720 SF and a lot size of 2.89 Acres

Parcel LocationA



Site ViewA



25213030003100000 02/15/2022

Parcel InformationA

| | |
|-------------------|--|
| Parcel | 25-21-30-300-0310-0000 |
| Property Address | |
| Mailing Address | 5717 RED BUG LAKE RD #370 WINTER SPGS, FL 32708-4957 |
| Subdivision | |
| Tax District | 01:County Tax District |
| DOR Use Code | |
| Exemptions | None |
| AG Classification | |

Value SummaryA

| | 2026 Working Values | 2025 Certified Values |
|---|---------------------|-----------------------|
| Valuation Method | Cost/Market | Cost/Market |
| Number of Buildings | 2 | 2 |
| Depreciated Building Value | \$335,201 | \$343,516 |
| Depreciated Other Features | \$3,708 | \$3,708 |
| Land Value (Market) | \$370,880 | \$370,880 |
| Land Value Agriculture | \$0 | \$0 |
| Just/Market Value | \$709,789 | \$718,104 |
| Portability Adjustment | \$0 | \$0 |
| Save Our Homes Adjustment/Maximum Portability | \$0 | \$0 |
| Non-Hx 10% Cap (AMD 1) | \$0 | \$0 |
| P&G Adjustment | \$0 | \$0 |
| Assessed Value | \$709,789 | \$718,104 |

2025 Certified Tax SummaryA

| | |
|-----------------------------|------------|
| Tax Amount w/o Exemptions | \$9,822.94 |
| Tax Bill Amount | \$9,822.94 |
| Tax Savings with Exemptions | \$0.00 |

Owner(s)A

Name - Ownership Type

4600 GABRIELLA PROPERTIES LLC

Note: Does NOT INCLUDE Non Ad Valorem Assessments

Legal DescriptionA

SEC 25 TWP 21S RGE 30E
S 515 FT OF W 333 FT OF NE 1/4 OF SE 1/4
(LESS RDS)

TaxesA

| Taxing Authority | Assessed | Exempt Amount | Taxable |
|------------------------------------|-----------|---------------|-----------|
| COUNTY GENERAL FUND | \$709,789 | \$0 | \$709,789 |
| Schools | \$709,789 | \$0 | \$709,789 |
| FIRE | \$709,789 | \$0 | \$709,789 |
| ROAD DISTRICT | \$709,789 | \$0 | \$709,789 |
| SJWM(Saint Johns Water Management) | \$709,789 | \$0 | \$709,789 |

SalesA

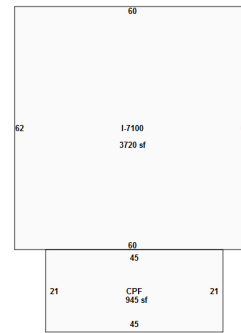
| Deed Type | Date | Sale Amount | Book / Page | Sale Type | Qualified? |
|---------------------|-----------|-------------|-------------|-----------|------------|
| WARRANTY DEED | 9/1/2014 | \$510,000 | 08342/0154 | Improved | No |
| WARRANTY DEED | 1/1/2014 | \$578,400 | 08207/0321 | Improved | No |
| WARRANTY DEED | 8/1/2003 | \$195,000 | 05003/1232 | Improved | No |
| FINAL JUDGEMENT | 6/1/2003 | \$100 | 04891/1276 | Improved | No |
| QUIT CLAIM DEED | 1/1/2003 | \$16,000 | 05003/1230 | Improved | No |
| WARRANTY DEED | 6/1/2002 | \$87,000 | 04446/1861 | Improved | No |
| WARRANTY DEED | 6/1/1987 | \$100 | 01871/1121 | Vacant | No |
| WARRANTY DEED | 12/1/1981 | \$38,000 | 01369/0958 | Vacant | No |
| ADMINISTRATIVE DEED | 2/1/1980 | \$100 | 01271/1077 | Vacant | No |
| WARRANTY DEED | 2/1/1979 | \$105,000 | 01210/1136 | Improved | Yes |
| WARRANTY DEED | 1/1/1973 | \$73,500 | 00975/1738 | Improved | Yes |

LandA

| Units | Rate | Assessed | Market |
|------------|----------------|-----------|-----------|
| 3.04 Acres | \$122,000/Acre | \$370,880 | \$370,880 |

| Building InformationA | |
|-------------------------------|-----------------------|
| # | 1 |
| Use | STEEL/PRE ENGINEERED. |
| Year Built* | 1988 |
| Bed | |
| Bath | |
| Fixtures | 0 |
| Base Area (ft ²) | 3720 |
| Total Area (ft ²) | |
| Constuction | METAL PREFINISHED |
| Replacement Cost | \$435,356 |
| Assessed | \$200,264 |

* Year Built = Actual / Effective



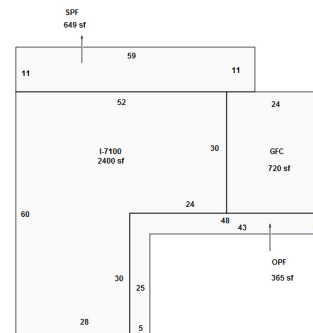
Sketch by Apex Sketch

Building 1

| AppendagesA | |
|------------------|-------------------------|
| Description | Area (ft ²) |
| CARPORT FINISHED | 945 |

| Building InformationA | |
|-------------------------------|--------------------------|
| # | 2 |
| Use | MASONRY PILASTER . |
| Year Built* | 1969 |
| Bed | |
| Bath | |
| Fixtures | 0 |
| Base Area (ft ²) | 2400 |
| Total Area (ft ²) | |
| Constuction | CONCRETE BLOCK - MASONRY |
| Replacement Cost | \$337,343 |
| Assessed | \$134,937 |

* Year Built = Actual / Effective



Sketch by Apex Sketch

Building 2

| AppendagesA | |
|------------------------|-------------------------|
| Description | Area (ft ²) |
| GARAGE FINISHED C.B.S. | 720 |
| OPEN PORCH FINISHED | 365 |
| SCREEN PORCH FINISHED | 649 |

| PermitsA | | | | |
|----------|--|-----------|------------|-------------|
| Permit # | Description | Value | CO Date | Permit Date |
| 18490 | 4604 GABRIELLA LN: ELECTRIC SOLAR WIRING- | \$154,720 | | 11/3/2021 |
| 16013 | 4604 GABRIELLA LN: REROOF RESIDENTIAL- | \$4,200 | 10/29/2021 | 8/18/2021 |
| 07602 | 24 X 24 GARAGE (TUFF SHED) | \$12,500 | | 6/30/2016 |
| 12029 | DEMO 2 PARTITION WALLS. | \$700 | | 12/10/2014 |
| 07379 | SIGN; PAD PER PERMIT 2025 TUSKAWILLA RD | \$10,000 | | 7/5/2007 |
| 13382 | INSTALL 371' X 6' CHAIN-LINK FENCE W/DOUBLE & SINGLE GATES - 766' X 6' ALUMINUM FENCE W/2 DOUBLE GATES | \$14,200 | | 7/11/2005 |
| 06358 | 20' ENTRY GATE | \$100 | | 7/1/1999 |

| Extra FeaturesA | | | | |
|------------------|------------|-------|---------|----------|
| Description | Year Built | Units | Cost | Assessed |
| POLE LIGHT 1 ARM | 1988 | 2 | \$3,708 | \$3,708 |

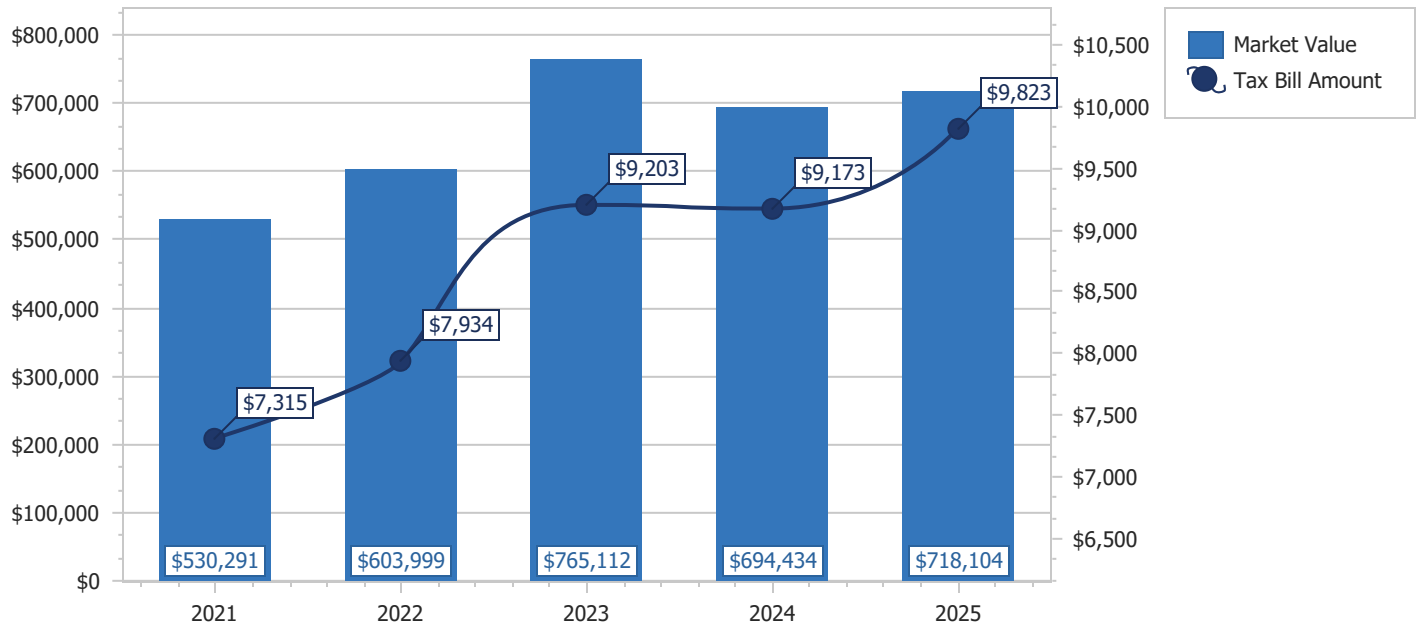
| ZoningA | |
|-----------------|------------------|
| Zoning | A-1 |
| Description | Agricultural-1Ac |
| Future Land Use | SE |
| Description | Suburban Estates |

| Political RepresentationA | |
|---------------------------|-----------------------------|
| Commissioner | District 1 - Bob Dallari |
| US Congress | District 7 - Cory Mills |
| State House | District 38 - David Smith |
| State Senate | District 10 - Jason Brodeur |
| Voting Precinct | Precinct 69 |

| School DistrictsA | |
|-------------------|-------------|
| Elementary | Red Bug |
| Middle | Tuskawilla |
| High | Lake Howell |

| UtilitiesA | |
|----------------|---------------------------|
| Fire Station # | Station: 27 Zone: 271 |
| Power Company | DUKE |
| Phone (Analog) | CENTURY LINK |
| Water | Seminole County Utilities |
| Sewage | Seminole County Utilities |
| Garbage Pickup | |
| Recycle | |
| Yard Waste | |
| Hauler # | |

Property Value HistoryA



Copyright 2026 © Seminole County Property Appraiser

**Seminole County Government
Development Services Department
Planning and Development Division
Credit Card Payment Receipt**

If you have questions about your application or payment, please email us eplandesk@seminolecountyfl.gov or call us at: (407) 665-7371.

Receipt Details

Date: 11/25/2025 8:39:43 AM
Project: 25-80000131
Credit Card Number: 51*****3307
Authorization Number: 01009P
Transaction Number: 251125C19-65531692-40C9-4070-B4AC-B23C3E511CED
Total Fees Paid: 52.50

Fees Paid

| Description | Amount |
|--------------------------|---------------|
| CC CONVENIENCE FEE -- PZ | 2.50 |
| PRE APPLICATION | 50.00 |
| Total Amount | 52.50 |

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

| | | |
|--|---|----------------------------|
| PROJECT NAME: | FAITH OUTREACH CHURCH EXPANSION - PRE-APPLICATION | PROJ #: 25-80000131 |
| APPLICATION FOR: | DR - PRE-APPLICATION DRC | |
| APPLICATION DATE: | 11/24/25 | |
| RELATED NAMES: | EP KEVIN CASEY | |
| PROJECT MANAGER: | ANNE SILLAWAY (407) 665-7936 | |
| PARCEL ID NO.: | 25-21-30-300-0310-0000 | |
| PROJECT DESCRIPTION | PROPOSED SPECIAL EXCEPTION FOR AN ADDITION TO THE EXISTING CHURCH ON 2.89 ACRES IN THE A-1 ZONING DISTRICT LOCATED ON THE NORTHEAST CORNER OF GABRIELLA LAN AND TUSKAWILLA RD | |
| NO OF ACRES | 2.89 | |
| BCC DISTRICT | 1-Bob Dallari | |
| CURRENT ZONING | A-1 | |
| LOCATION | ON THE NORTHEAST CORNER OF GABRIELLA LN AND TUSKAWILLA RD | |
| FUTURE LAND USE- | SE | |
| SEWER UTILITY | SEMINOLE COUNTY UTILITIES | |
| WATER UTILITY | SEMINOLE COUNTY UTILITIES | |
| APPLICANT: | CONSULTANT: | |
| JULIE YOUNGBLOOD FAITH OUTREACH CHURCH PO BOX 180205 CASSELBERRY FL 32707 (407) 405-8540 FAITHOUTREACHCHURCHCFL@GMAIL.COM | KEVIN CASEY CASEY ENGINEERING 1024 CREEKS BEND DR CASSELBERRY FL 32707 (407) 491-5944 KEVINGCASEY@GMAIL.COM | |

Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.

The development project review will be completed utilizing Electronic Plan Review (ePlan). For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide that can be found [here](#).

PROJECT MANAGER COMMENTS

- The subject property has a Future Land Use of Suburban Estates and an A-1 (Agriculture) zoning district.
- Based on the proposed seating increase and the additions to the existing church, the Applicant would be required to obtain a special exception.

PROJECT AREA ZONING AND AERIAL MAPS

Zoning



Future Land Use



Aerial



AGENCY/DEPARTMENT COMMENTS

| NO. | REVIEWED BY | TYPE | STATUS |
|-----|-------------------------------------|---|------------|
| 1. | Buffers and CPTED Annie Sillaway | Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups. | Info Only |
| 2. | Buffers and CPTED Annie Sillaway | Off-site trees do not count toward the landscape buffer requirements. | Info Only |
| 3. | Buffers and CPTED Annie Sillaway | Buffers can overlap into a retention area. | Info Only |
| 4. | Buffers and CPTED Annie Sillaway | A full buffer review will be done at time of site plan review. | Info Only |
| 5. | Building Division Phil Kersey | Standard building permitting will apply. - Each separate building, structure will require a separate permit. Example: the new portable classroom building, addition, fence/ gate systems, dumpster enclosure, etc.... | Info Only |
| 6. | Building Division Phil Kersey | The Florida Building Code, section 705 has very specific requirements for distances between buildings, on the same lot, the fire rating of the exterior walls, and allowable openings (windows/ doors) in adjacent buildings. The proposed location of the portable classroom is quite close to the existing structure (roughly 10- 15'). Secondly, there is no specific information the current buildings, and proposed temporary buildings construction type (as defined in chapter 6 of the FBC) to allow a determination on whether the location of the building would be approvable. Provide an engineer's evaluation of the current building construction type, and number/ size of openings, and the proposed temporary buildings construction type, and number/ size of openings. Plans must also clearly define specific, proposed distance between buildings. | Unresolved |
| 7. | Building Division Phil Kersey | Site, new building and addition must be fully compliant with the Florida Accessibility Code. A code compliant, accessible path must be provided to the portable classroom building from the main building, and accessible parking spots. - A code compliant accessible entry must be provided for the entry, and egress for the portable classroom building. | Info Only |
| 8. | Comprehensive | Future Land Use of SE (Suburban Estates). Per | Info Only |

| | | | |
|-----|--|--|-----------|
| | Planning David German | Policy FLU 3.5.4 Suburban Estates: Uses a. Single family residences on a minimum of one acre; b. General rural uses; c. Houses of worship, country clubs (over 10 acres in size) and home occupations; d. Public elementary schools, public middle schools and public high schools; and e. Special exception uses such as adult congregate living facilities, group homes, mobile homes and accessory uses, borrow pits, cemeteries, kennels, sewage and water treatment plants, landfills, and other public utility structures. Based on this, a church is an allowable use in SE FLU but will need to also be consistent with underlying zoning requirements. | |
| 9. | Environmental - Impact Analysis Becky Noggle | Seminole County is the Water and Sewer service provider for this project. Additional Capacity reservation may be required. | Info Only |
| 10. | Environmental Services James Van Alstine | This development is within Seminole County's potable water service area and is already connected to County water. Any new buildings will be required to connect to County water as well. The nearest connection point is an 8" PVC potable water main running along the north side of Gabriella Ln. There is also a 16" DI potable water main running along the east side of Tuskawilla Rd. | Info Only |
| 11. | Environmental Services James Van Alstine | This development is within Seminole County's sanitary sewer service area and is not already connected to County sewer. Any new and existing buildings will be required to connect to County sewer. The nearest connection point is a 6" PVC force main running along the west side of Tuskawilla Rd. The developer would have to build a private pump station to pressurize the sanitary sewer flow to connect to our force main system. | Info Only |
| 12. | Environmental Services James Van Alstine | This development is not within any reclaim irrigation service areas so irrigation will be provided by this development's potable water system or by an alternative irrigation source such as an irrigation well. | Info Only |
| 13. | Environmental Services James Van Alstine | If you would like to see a utility GIS map of the area, please submit a request form by following the provided link: https://www.seminolecountyfl.gov/departments-services/utilities/utilities-engineering/utility-gis-information.shtml . This page can also be navigated to from our official website via Departments and Services -> Utilities -> Utilities Engineering -> Utility GIS Information. Once there, there will be a bold CLICK HERE in blue near the center of the page. A request form will be sent out to our department | Info Only |

| | | | |
|-----|-------------------------------------|---|-----------|
| | | inbox for review, and we'll get back to you with a response as soon as we can. This is for the purpose of tracking the release of sensitive utility GIS map information. | |
| 14. | Natural Resources Sarah Harttung | Specimen tree: Live oak, magnolia, bald cypress and longleaf pine trees twenty-four (24) inches DBH or greater. SCLDC Chapter 2 | Info Only |
| 15. | Natural Resources Sarah Harttung | Historic tree: Any live oak, bald cypress, or longleaf pine thirty-six (36) inches or greater DBH that is determined by Seminole County to be of such unique and intrinsic value to the general public because of its size, age, historic association or ecological value as to justify this classification. Prior to removal of any live oak, bald cypress, or longleaf pine thirty-six (36) inches or greater DBH, a report from a certified arborist must be submitted detailing the condition of the tree, if the condition of tree has a rating over 3 or above, the tree must be inspected by the Natural Resource Officer prior to removal. Any tree designated a Florida State Champion shall likewise be within this definition. | Info Only |
| 16. | Natural Resources Sarah Harttung | Please provide a sealed or certified tree survey prepared by a professional surveyor, completed within the past 2 years. Show the location, DBH, common name, and, if applicable, indicate specimen tree status of all protected and preserved trees. SCLDC 60.10(b)(1) | Info Only |
| 17. | Natural Resources Sarah Harttung | Dead or declining trees, as determined by a certified arborist, are exempt from arbor regulations. SCLDC 60.4(f) | Info Only |
| 18. | Natural Resources Sarah Harttung | Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h) | Info Only |
| 19. | Natural Resources Sarah Harttung | Barriers for the designated protected trees must be in place prior to any land clearing occurring near protected trees designated to remain. The property owner shall guarantee survival of retained or replacement trees for one (1) year from the issuance of a certificate of completion, or until the issuance of a certificate of occupancy on single-family residential lots. SCLDC 60.8(b) | Info Only |
| 20. | Natural Resources Sarah Harttung | Protective barriers shall be placed at points not closer than six (6) feet from the base of the tree or at the radius of distance of one (1) foot radius for every one (1) inch of diameter of tree or stand of trees, whichever is greater to a maximum of twenty four (24) feet from the center of the tree. If circumstances exist that require encroachment of | Info Only |

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| | | the drip-line, the Development Services Director, or designee may use discretion in allowing the barriers to be placed closer to the tree trunk. No attachments or wires other than those of a protective or nondamaging nature shall be attached to any tree. SCLDC 60.8(c) | |
| 21. | Natural Resources Sarah Harttung | Protective barriers shall consist of three (3) foot tall temporary fencing with posts spaced six (6) feet apart and linked together with brightly colored net fence fabric. SCLDC 60.8(d) | Info Only |
| 22. | Natural Resources Sarah Harttung | Impervious surfaces placed beneath the drip line of any preserved tree shall not exceed forty (40) percent of the drip-line area and shall not be placed closer than six feet from the trunk of any such trees without prior approval from the Development Services Director, or designee. SCLDC 60.8(f) | Info Only |
| 23. | Natural Resources Sarah Harttung | All preserved trees shall have their natural soil level maintained. Tree wells and/or planter islands shall be provided, if necessary, to maintain the natural existing soil level of at least seventy-five (75) percent of the drip line. SCLDC 60.8(g) | Info Only |
| 24. | Natural Resources Sarah Harttung | Replacement of non-specimen trees shall be based on a one-to-one ratio of the cumulative DBH of the trees to be removed to the cumulative caliper of the trees to be installed. Specimen trees shall be replaced on a two-to-one ratio of the cumulative caliper of the trees to be installed to the cumulative DBH of the trees removed. SCLDC 60.9(d)(1) | Info Only |
| 25. | Natural Resources Sarah Harttung | No applicant may be required to replace more than ninety caliper inches per acre (prorated for fractional acres) for each development approval or permit, as the case may be, upon demonstration that the applicant has avoided the removal of protected trees to the maximum extent practicable. SCLDC 60.9(d)(1) | Info Only |
| 26. | Natural Resources Sarah Harttung | The cumulative DBH of specimen trees preserved on site shall count two (2) to one (1) toward meeting the total replacement requirement. SCLDC 60.9(d)(6a) The cumulative DBH of protected non-specimen trees preserved on site shall count one (1) to one (1) toward meeting the total replacement requirement. | Info Only |
| 27. | Natural Resources Sarah Harttung | If the Development Services Director determines that the number of trees to be planted is unfeasible, then the applicant can account for the remainder of the required caliper inches by paying \$125 per caliper inch into the Arbor Trust Fund. SCLDC 60.9(d)(8) | Info Only |
| 28. | Natural Resources | In the case of any development which requires site plan approval by the Planning and Zoning | Info Only |

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| | Sarah Harttung | Commission, the Board of County Commissioners, or both; permits for removal, relocation or replacement of trees covered under this Chapter 60 shall be obtained by making application at the time of site plan submittal. SCLDC 60.10(a)(2) | |
| 29. | Natural Resources Sarah Harttung | The review may include, but need not be limited to, a field check of the site and referral of the application for recommendations to other appropriate administrative departments or agencies. SCLDC 60.10(d) | Info Only |
| 30. | Natural Resources Sarah Harttung | The site has favorable conditions for gopher tortoises. Please note new FFWCC rules pertaining to gopher tortoises and get any applicable state permits prior to construction. | Info Only |
| 31. | Planning and Development Annie Sillaway | Per Sec. 30.6.17 (b) – Community Facility. A civic assembly use generally designed for and intended to serve the residents of several neighborhoods within the same approximate geographic area. Community facilities are typically designed to accommodate a larger number of people for a wider geographic area than neighborhood facilities, but are more locally focused than regional facilities, and meet the following standards: <ul style="list-style-type: none"> (1) Maximum Lot Area: Ten (10) acres of developable land; (2) Maximum Assembly: Five hundred (500) seats or fewer in the largest assembly space; (3) Exceptions: An assembly facility proposed on more than ten (10) acres of developable land with fewer than five hundred (500) seats in the largest assembly space may be classified and approved as a community facility in residential zoning districts through the special exception process when the County Commission finds that the increased acreage of the development site will not have a detrimental effect on the residential character of the neighborhood and any negative impacts can be effectively mitigated. | Info Only |
| 32. | Planning and Development Annie Sillaway | Assembly, Civic: Not-for-profit assembly uses including community centers, meeting halls, recreation centers, clubhouses, and religious institutions. This excludes facilities operated by a property owners' association primarily for the use of its residents. | Info Only |
| 33. | Planning and Development Annie Sillaway | Based on the proposed seating increase and the additions to the existing church, the Applicant would be required to obtain a special exception. | Info Only |

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| 34. | Planning and Development Annie Sillaway | Per Sec. 30.6.17.2 Accessory Uses. (a) In addition to otherwise permitted uses, customary accessory structures and activities are permitted, which shall include: (1) One residence for an employee or caretaker. (2) Fellowship halls and food preparation areas. (3) Office space in support of the Assembly Use. (4) Classrooms, playgrounds, and childcare facilities for use in association with assemblies but not including daycare centers, community recreation facilities, and private primary, secondary, vocational, and/or collegiate educational facilities. | Info Only |
| 35. | Planning and Development Annie Sillaway | Per Sec. 30.6.17.3 Architectural Exceptions. Non-habitable, decorative architectural features may exceed the applicable zoning district's height limit by twenty (20) feet or fifty (50) percent of the maximum allowable height in the zoning district. | Info Only |
| 36. | Planning and Development Annie Sillaway | Per Sec. 30.6.17.4 Alcohol Beverages. No Civic Assembly Uses may sell alcohol for on- or off-premise consumption unless approved by Board of County Commissioners as a Special Exception. | Info Only |
| 37. | Planning and Development Annie Sillaway | <p>Per Sec. 30.6.17.5 Limited Uses and Special Exceptions.</p> <p>(a) Where a limited use permit or special exception is required for a civic assembly use, the following review criteria shall be used to determine the appropriateness of the application:</p> <p>(1) Protects Residential Neighborhoods. Outdoor use areas, including vehicular use areas, must be located and designed to minimize potential negative impacts on residential zoning districts and residential uses in approved PDs, including but not limited to mitigation of light spill-over, glare, noise (from mechanical equipment, recreational facilities, outdoor classrooms, etc.), and any other negative impacts associated with the type of civic assembly use proposed. Assembly uses in residential zones may not apply for a permanent license to sell alcoholic beverages for on-premise consumption.</p> <p>(2) Traffic. Vehicular ingress, egress, and on-site circulation must be designed and constructed to ensure the least possible impact on neighboring properties and residential streets. Primary ingress and egress must be from the highest service level adjacent street, unless otherwise approved by the Planning and Zoning Commission and Board of County Commissioners. For community and regional assembly facilities, vehicular access to the facility must be from a collector of four lanes or</p> | Info Only |

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| | | <p>more, or an arterial street. Parking areas must be designed and located to minimize conflict with pedestrian and bike pathways.</p> <p>(3) Noise Abatement. Civic Assembly uses often involve groups of people arriving and departing at one time (as is common with many assembly uses), outdoor gatherings, or sound amplification. Therefore, issues related to noise from gatherings, events, vehicles, and equipment must be addressed through conditions of approval for a special exception permit. Conditions including but not limited to the location of outdoor use areas on the property, limitations on hours or days of operation, and additional noise abatement strategies may be required.</p> <p>(4) Lighting. Lighting of outdoor areas must be cut-off or fully shielded to reduce glare and prevent light overspill into adjacent properties. Lighting for sports fields and outdoor recreation areas, where operational characteristics prevent the use of cut-off or fully shielded lights, must be turned off no later than 10:00 p.m. or be located such that the lights are not visible from a residential zoning district or residential uses in an approved PD.</p> <p>(5) One- and Two-Family Residential Zoning Districts. In order to protect the surrounding residential neighborhood from the encroachment or expansion of civic assembly uses, assembly facilities located in one- or two-family residential zoning districts must meet the following additional standards:</p> <p>a. Desired Development Patterns. Assembly facilities located in residential zoning districts should function as compact, singular sites and all desired activities and required facilities (to include parking facilities, principal use buildings, and accessory use buildings) should be located on one development site consisting entirely of contiguous parcels of land, which may include property located directly across the street.</p> <p>b. Non-contiguous Parcels. Where a parcel owned or leased by the civic assembly use is not contiguous to the parcel(s) containing the principal assembly building, the use of the non-contiguous parcel(s) is limited to the following uses: occasional</p> | |
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| | | <p>overflow parking (maximum two (2) times per week and located within a five-minute walk defined as quarter (¼) mile of continuous sidewalk), passive recreation space, playgrounds, walking trails, outdoor classrooms or seating, or reflection or meditation space.</p> <p>c. Acquisition of Land. If additional property is acquired for use by the assembly facility, an amendment to the special exception permit shall be required prior to any development on the property.</p> | |
| 38. | Planning and Development Annie Sillaway | <p>The proposed portable church/office building is encroaching into the fifty (50)-foot side-street setback along Tuskawilla Road.</p> <p>The Applicant must first obtain a special exception to establish the use. After securing the special exception, the Applicant may then apply for a variance for the encroachment of the proposed portable church/office building.</p> | Info Only |
| 39. | Planning and Development | <p>Community Meeting Procedures Section 30.3.5.3 The Applicant will be required to conduct a community meeting for the special exception.</p> <ul style="list-style-type: none"> Prior to staff scheduling the required public hearings, the Applicant must conduct a community meeting in compliance with SCLDC Sec.30.3.5.3 – Community Meeting Procedure (Ordinance #2021-30). The community meeting shall be held at least twenty (20) calendar days prior to the scheduled public hearing or public meetings in a location accessible to the public, near the subject property, and in a facility that is ADA compliant. Prior to scheduling a Community Meeting, please provide the project manager with a draft community meeting notification flyer to ensure the flyer meets the requirements of SCLDC Sec. 30.3.4.2(e) - Community Meeting Procedure, before mailing out the surrounding neighbors. After the Community Meeting has commenced the applicant will be required to upload or email the project manager the community meeting minutes, sign-in sheet, and addresses). | Info Only |
| 40. | Planning and Development | <p>Sec. 30.3.4: Public Notice Procedure for Amendments to the Future Land Use Map, Zoning Map, Non-Residential Variances and Special Exceptions: Placards shall be a minimum of 24"x 36" in size. A minimum of two (2) placards shall be required per</p> | Info Only |

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| | | <p>property or project. At the discretion of the Division Manager the number of placards on a property or project may be increased.</p> <p>Placards shall be posted at least fifteen (15) days prior to a scheduled public hearing; Placards shall state the time and place of the hearing and the nature of the matter to be discussed; Affidavit of proof of the required publication and placards posting shall be presented to staff prior to the public hearing by the applicant/petitioner/appellant and shall be made a part of the record of the proceeding.</p> | |
| 41. | Planning and Development Annie Sillaway | The parking requirements for the church are: Assembly 1 space / 4 seats. | Info Only |
| 42. | Planning and Development Annie Sillaway | <p>Step 1 - Special Exception: The request goes to the Planning and Zoning Commission as a public hearing item, followed by the Board of County Commissioners for final approval or denial.</p> <p>Step 2 - Variance: A request to deviate from the required fifty-foot (50') side-street setback for the proposed portable church/office building must be presented to the Board of Adjustment for consideration for either approval or denial. If the variance is approved, the Applicant will then be required to obtain Site Plan approval.</p> <p>Step 3 - Site Plan Approval: If the Applicant is proposing any site work included in the special exception, this would require site plan review by staff.</p> | Info Only |
| 43. | Public Safety - Fire Marshal Matthew Maywald | Type of use and size of building may require fire sprinklers and fire alarms. | Info Only |
| 44. | Public Safety - Fire Marshal Matthew Maywald | Adequate water supply with fire flow calculations for fire protection (hydrants) shall be provided per section 18.3 and 18.4 of NFPA 1. | Info Only |
| 45. | Public Safety - Fire Marshal Matthew Maywald | Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.5.1.1 | Info Only |
| 46. | Public Safety - Fire Marshal Matthew | <p>"All the following items shall be acknowledged and added to the site plan sheets as note:</p> <p>1. Fire department access roads provided at the</p> | Info Only |

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| | Maywald | <p>start of a project and shall be maintained throughout construction. (NFPA 1, 16.1.4).</p> <p>2. A second entrance/exit might be required per AHJ if the response time for emergency is exceeded per NFPA 1, Section 18.2.3.3 Multiple Access Roads.</p> <p>3. A water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material accumulates. This applies to both commercial and residential developments. (NFPA 1, 16.4.3.1).</p> <p>4. Where underground water mains and hydrants are to be provided, they shall be installed, completed, and in service prior to construction work. (NFPA 1, 16.4.3.1.3).</p> <p>5. Fire flow testing shall be performed in accordance with NFPA 291, recommended practice for fire flow testing.</p> <p>6. A 36 in. clear space shall be maintained around the circumference of fire hydrants and a clear space of not less than 60 in. (1524 mm) shall be provided in front of each hydrant connection having a diameter greater than 2 1/2 in. NFPA 1, 18.5.7.</p> <p>7. Hydrant shall be marked with a blue reflector in the roadway in accordance with NFPA 1, chapter 18.5.10.</p> <p>8. Access to gated Subdivisions or Developments shall provide Fire Department access through an approved SOS and Seminole County Knox Key Switch. NFPA 1, 18.2.2.2"</p> | |
| 47. | Public Works - Engineering Jim Potter | The proposed project is located within the Howell Creek drainage basin. | Info Only |
| 48. | Public Works - Engineering Jim Potter | Based on SCS Soil Survey GIS overlays, the site generally has well drained soils. | Info Only |
| 49. | Public Works - Engineering Jim Potter | Based on a preliminary review, the site either does not have a viable discharge (piped system, canal or connected waterbody) and known drainage issues exists, therefore the site will be required to retain the entire 25-year, 24-hour storm event volume onsite without discharge. | Info Only |
| 50. | Public Works - Engineering Jim Potter | Based on 1 ft. contours, the topography of the site appears to slope generally east. | Info Only |
| 51. | Public Works - Engineering Jim Potter | Based on a preliminary review, the site appears to outfall to across several private properties to the east. | Info Only |
| 52. | Public Works - | A detailed drainage analysis will be required at final | Info Only |

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| | Engineering Jim Potter | engineering. | |
| 53. | Public Works - Engineering Jim Potter | A permit from the St. John's River Water Management District or Florida Department of Environmental Protection is generally required for projects with more than 5,000 sq. ft. of new impervious or 4,000 sq. ft. of new building for a total of 9,000 sq. ft. of new impervious surface. For more information see www.sjrwmd.com . | Info Only |
| 54. | Public Works - Engineering Jim Potter | A National Pollutant Discharge Elimination System (NPDES) Permit is required for all projects that disturb greater than one acre. | Info Only |
| 55. | Public Works - Engineering Jim Potter | No specific traffic issues noted as long as the existing access is maintained. | Info Only |
| 56. | Public Works - Impact Analysis Arturo Perez | No Review Required. Additional net external trip generation less than 50 peak Hour threshold. | Info Only |

DEPARTMENT PROJECT STATUS AND CONTACT

This section shows the reviewers of this project from the various departments.

| DEPARTMENT | STATUS | REVIEWER |
|---------------------------------|----------------------|--|
| Environmental Services | Review Complete | James Van Alstine 407-665-2014 jvanalstine@seminolecountyfl.gov |
| Planning and Development | Review Complete | Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov |
| Environmental - Impact Analysis | Review Complete | Becky Noggle 407-665-2143 bnoggle@seminolecountyfl.gov |
| Public Safety - Fire Marshal | Review Complete | Matthew Maywald 407-665-5177 mmaywald@seminolecountyfl.gov |
| Comprehensive Planning | Review Complete | David German 407-665-7386 dgerman@seminolecountyfl.gov |
| Natural Resources | Review Complete | Sarah Harttung 407-665-7391 sharttung@seminolecountyfl.gov |
| Buffers and CPTED | Review Complete | Annie Sillaway 407-665-7936 asillaway@seminolecountyfl.gov |
| Public Works - Engineering | Review Complete | Jim Potter 407-665-5764 jpotter@seminolecountyfl.gov |
| Building Division | Information Required | Phil Kersey 407-665-7460 pkersey@seminolecountyfl.gov |
| Public Works - Impact Analysis | No Review Required | Arturo Perez 407-5716 aperez@seminolecountyfl.gov |

RESOURCE INFORMATION

Seminole County Land Development Code:

https://municode.com/fl/seminole_county/codes/land_development_code

Seminole County Comprehensive Plan:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/codes-regulations/comprehensive-plan/index.stml>

Development Services:

<http://www.seminolecountyfl.gov/departments-services/development-services/>

Seminole County Property Appraiser Maps:

<https://map.scpafl.org/>

Seminole County Wetland Information:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/wetl-dock-information.stml>

Wekiva Consistency form:

<https://www.seminolecountyfl.gov/docs/default-source/pdf/WekivaRiverAreaConsistencyFormNovember2024ADA.pdf>

FEMA LOMR (Letter of Map Revision):

www.fema.gov

Cities:

| | | |
|-------------------|----------------|--|
| Altamonte Springs | (407) 571-8150 | www.altamonte.org |
| Casselberry | (407) 262-7751 | www.casselberry.org |
| Lake Mary | (407) 585-1369 | www.lakemaryfl.com |
| Longwood | (407) 260-3462 | www.longwoodfl.org |
| Oviedo | (407) 971-5775 | www.cityofoviedo.net |
| Sanford | (407) 688-5140 | www.sanfordfl.gov |
| Winter Springs | (407) 327-5963 | www.winterspringsfl.org |

Other Agencies:

| | | | |
|-----------------------------------|---------------|----------------|--|
| Florida Dept of Transportation | FDOT | | www.dot.state.fl.us |
| Florida Dept of Enviro Protection | FDEP | (407) 897-4100 | www.dep.state.fl.us |
| St. Johns River Water Mgmt Dist | SJRWMD | (407) 659-4800 | www.sjrwmd.com |
| Health Department | Septic | (407) 665-3605 | www.floridahealth.gov |

Other Resources:

| | |
|-------------------|--|
| Flood Prone Areas | www.seminolecountyfl.gov/gm/building/flood/index.aspx |
| Watershed Atlas | www.seminole.wateratlas.usf.edu |



SEMINOLE COUNTY, FLORIDA

Agenda Memorandum

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

File Number: 2025-1140

Title:

9:20AM (TEAMS) WINTER PARK SUBSTATION - PRE-APPLICATION

Project Number: 25-80000133

Project Description: Proposed Site Plan for a driveway and sidewalk at an existing substation on 18.83 acres in the A-1 zoning district located on the northwest side of Howell Branch Rd and Old Howell Branch Rd

Project Manager: Kaitlyn Apgar (407) 665-7377 (kapgar@seminolecountyfl.gov)

Parcel ID: 35-21-30-300-0090-0000

BCC District: 1-Dallari

Applicant: Perry Davis (407) 457-2164

Consultant: Rick Ortiz (407) 487-2594



SEMINOLE COUNTY
 PLANNING & DEVELOPMENT DIVISION
 1101 EAST FIRST STREET, ROOM 2028
 SANFORD, FLORIDA 32771
 (407) 665-7371 EPLANDESK@SEMINOLECOUNTYFL.GOV

PROJ. #: 25-80000133

RECEIVED 11/26/2025

Paid: 11/26/25

PRE-APPLICATION

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

APPLICATION FEE

☒ PRE-APPLICATION \$50.00

PROJECT

PROJECT NAME: Winter Park East Substation

PARCEL ID #(S): 35-21-30-300-0090-0000

TOTAL ACREAGE: 6.15 ac

BCC DISTRICT: 1: DALLARI

ZONING: A-1

FUTURE LAND USE: PUBU

APPLICANT

NAME: Perry Davis

COMPANY: Duke Energy of Florida, LLC

ADDRESS: 3300 Exchange Place

CITY: Lake Mary

STATE: FL

ZIP: 32746

PHONE: 407-457-2164

EMAIL: Perry.Davis2@duke-energy.com

CONSULTANT

NAME: Rick Ortiz, PE

COMPANY: Poulos & Bennett, LLC

ADDRESS: 2602 E. Livingston Street

CITY: Orlando

STATE: FL

ZIP: 32803

PHONE: 407-487-2594

EMAIL: rortiz@poulosandbennett.com

PROPOSED DEVELOPMENT (CHECK ALL THAT APPLY)

☐ SUBDIVISION ☐ LAND USE AMENDMENT ☐ REZONE ☒ SITE PLAN ☐ SPECIAL EXCEPTION

Description of proposed development: Construction of modified driveway entrance and sidewalk to serve the substation for intermittent use by very large vehicles.

STAFF USE ONLY

COMMENTS DUE: 12/5

COM DOC DUE: 12/11

DRC MEETING: 12/17

☐ PROPERTY APPRAISER SHEET ☐ PRIOR REVIEWS:

ZONING: A-1

FLU: PUBU

LOCATION:

W/S: SEMINOLE COUNTY UTILITIES

BCC: 1: DALLARI

on the northwest corner of Howell Branch Rd and Old Howell Branch Rd

November 26, 2025

Via Email to eplandesk@seminolecountyfl.gov

Seminole County
Planning & Development Division
West Wing, Second Floor, Room 2028
1101 East First Street
Sanford, FL 32771

Subject: Winter Park East Substation
Pre-Application Meeting Request
Poulos & Bennett Job No. 16-020.52

The Winter Park East Substation project is a proposed re-construction of a section of curbing and sidewalk to facilitate the access to the substation site for a very large (low-boy) semi-tractor trailer. We are proposing to install a section of modified curbing, increased thickness on the sidewalk, and a new slide gate to allow for future permanent access only for use by over-sized vehicles in lieu of demolition and re-construction. We provide the following items below for your review:

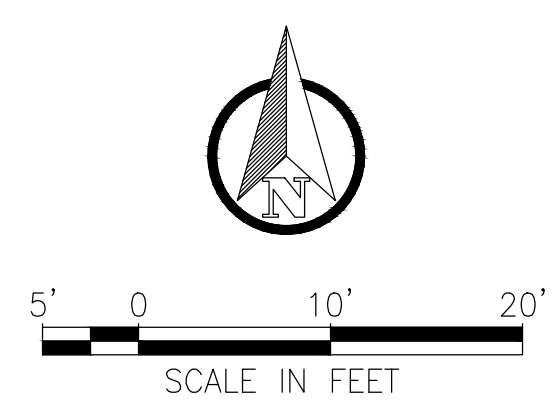
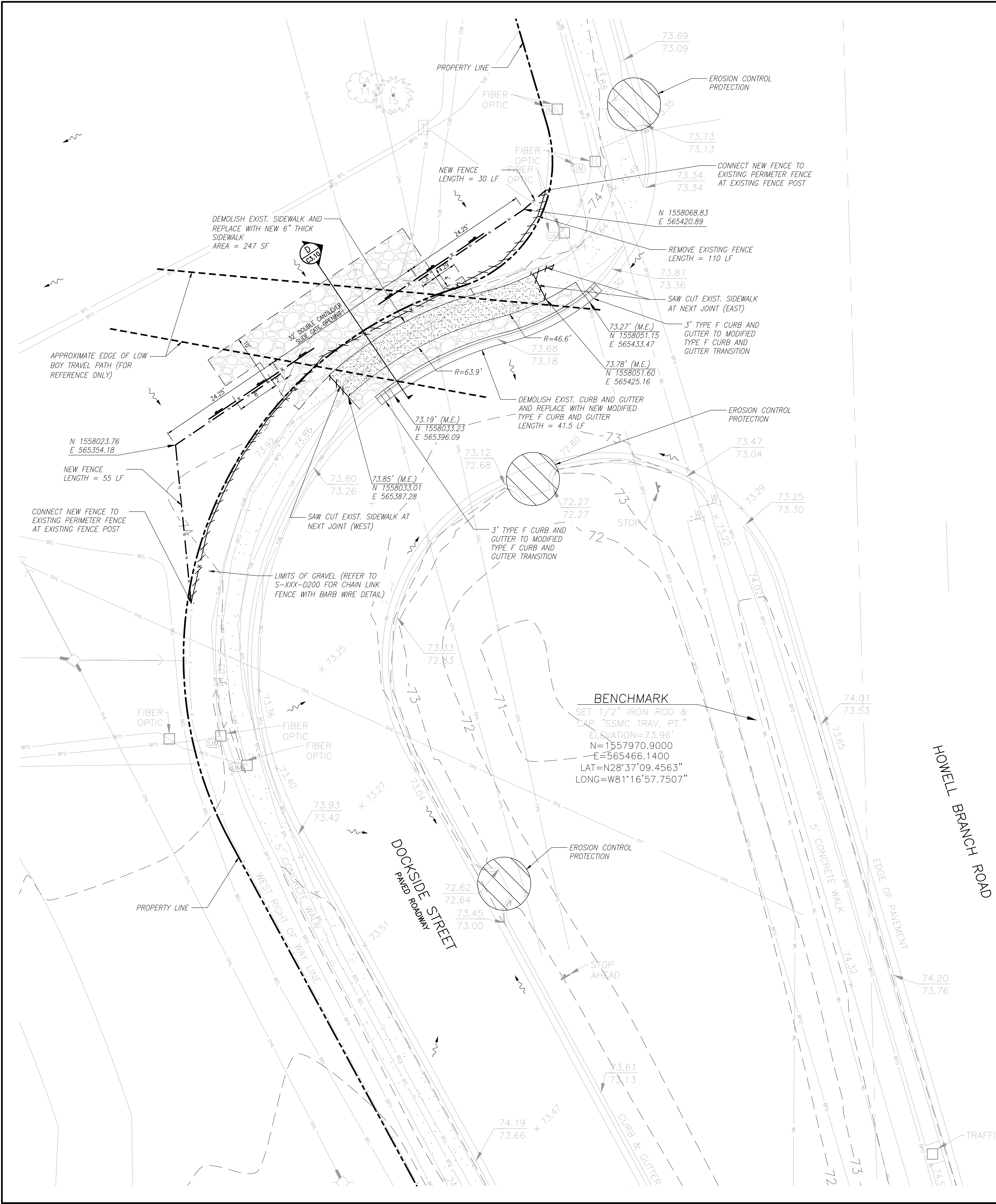
1. Pre-Application Meeting Form
2. Paving, Grading & Drainage Plan Sheet D101
3. Survey of Entry
4. Map
5. \$50.00 application fee (to be paid online)

Please do not hesitate to contact me should you have any questions or should you require any additional information at (407) 487-2594 or rortiz@poulosandbennett.com.

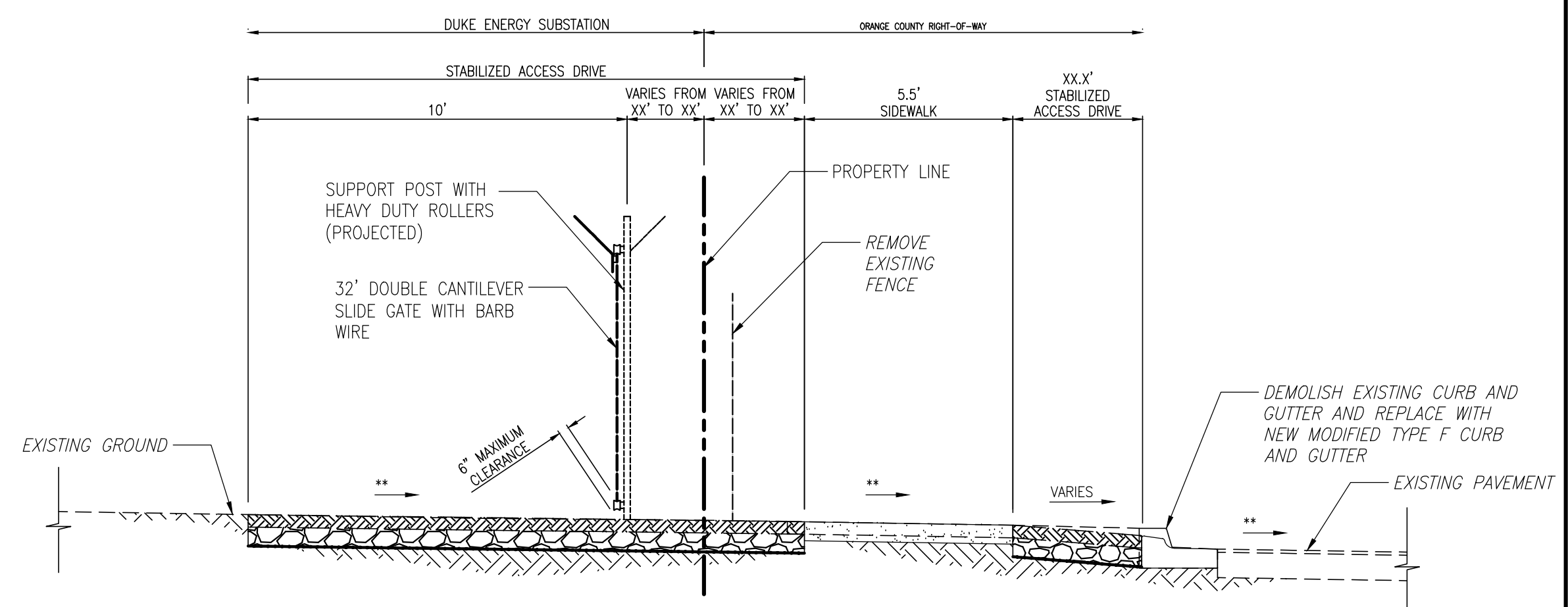
Sincerely,



Rick Ortiz, PE
Poulos & Bennett, LLC



- Legend:**
- PROPOSED HEAVY DUTY SIDEWALK
 - STABILIZED ACCESS DRIVE
 - PROPERTY LINE
 - PROPOSED CHAIN LINK FENCE WITH BARB WIRE
 - PROPOSED CANTILEVER SLIDING GATE
 - EXISTING FENCE TO REMAIN
 - EXISTING FENCE TO BE REMOVED
 - SAW CUT LINE
 - EXISTING BURIED CABLE UTILITY
 - EXISTING BURIED FIBER OPTIC
 - EXISTING BURIED TELEPHONE
 - EXISTING WATER MAIN
 - EXISTING BURIED ELECTRICAL
 - EXISTING OVERHEAD UTILITIES
 - EXISTING CONTOUR
 - EXISTING UTILITY POLE
 - EXISTING TRANSMISSION TOWER
 - PROPOSED 'TOP OF CONCRETE' ELEVATION
 - PROPOSED SPOT ELEVATION
 - PROPOSED SPOT ELEVATION (MATCH EXISTING ELEV.)
 - PROPOSED DRAINAGE FLOW DIRECTION/ARROW



SECTION A
** MATCH EXISTING SLOPE N.T.S.




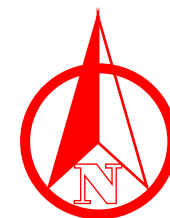
Poulos & Bennett, LLC
2602 E. Livingston St., Orlando, FL 32803
Tel. 407.487.2594 www.poulosandbennett.com
Eng. Bus. No. 28567
P&B Job No.: 15-062

Sent:

RICARDO A. ORTIZ
PL. NO. 068829
DATE: October 28, 2025

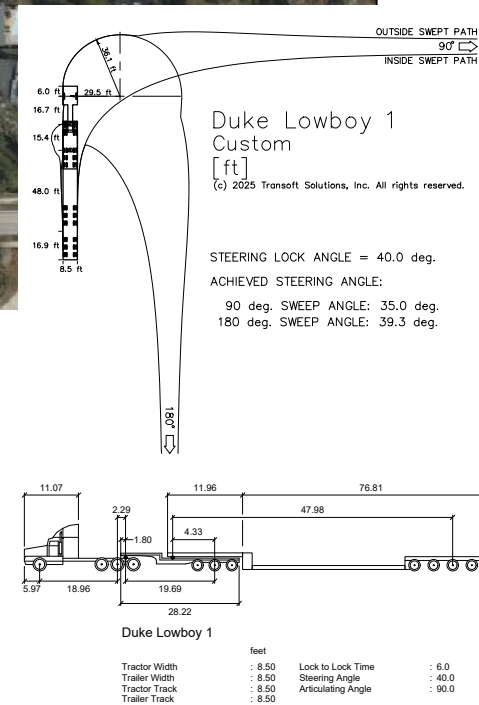
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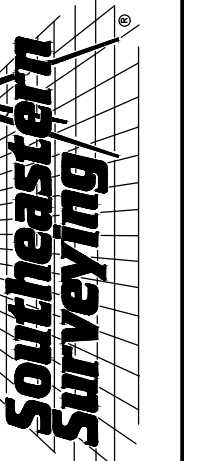
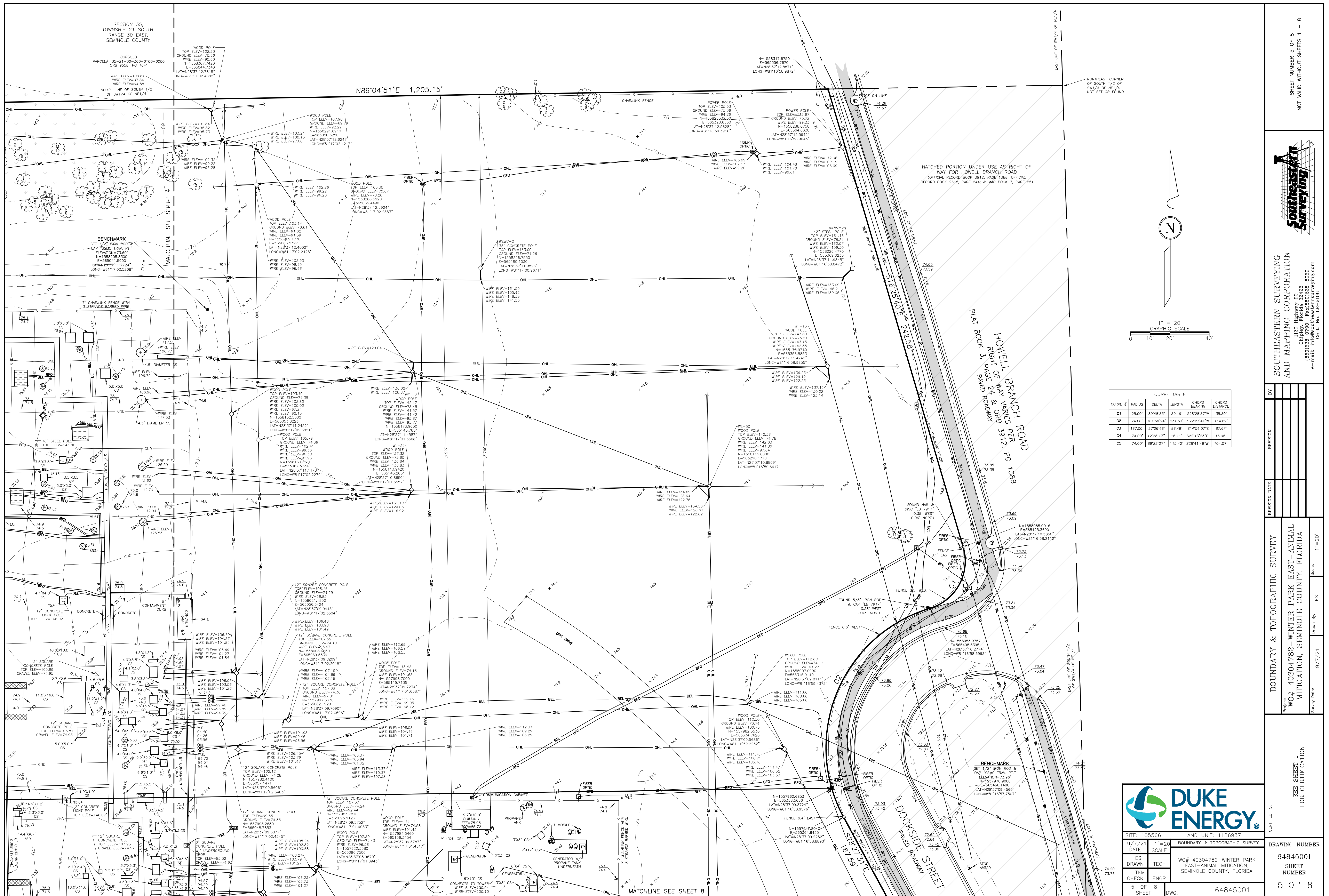
| NO. | | DESCRIPTION | | DRAWN | CHKD. | APPR. | DATE |
|--|-------------|---------------|------------------------------------|-------|-------|-------|------|
| REVISIONS | | | | | | | |
| <div> DUKE ENERGY.</div> | | | | | | | |
| DATE | | 1:10 SCALE | SUBSTATION ENGINEERING | | | | |
| RFC DRAWN | RFC TECH | | PAVING, GRADING & DRAINAGE PLAN | | | | |
| RAO CHECK | RAO ENGR | | WINTER PARK EAST SUBSTATION | | | | |
| 1 OF 3 SHEET | | DWG. | S-XXX-D101 | | | | |



Scale: 1"=200'

Area of proposed curb sidewalk, and fence work





1130 Highway 90
Chipley, Florida 32428
(850)638-0790 Fax(850)638-8069
e-mail: info@southeasternsurveying.com
Cert. No. LB-2108

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|---------|------------|---------|---------------|----------------|
| C1 | 25.00' | 89°48'33" | 39.19' | S28°28'37"W | 35.30' |
| C2 | 74.00' | 101°50'24" | 131.53' | S22°27'41"W | 114.89' |
| C3 | 187.00' | 27°06'48" | 88.49' | S14°54'07"E | 87.67' |
| C4 | 74.00' | 12°28'17" | 16.11' | S22°13'23"E | 16.08' |
| C5 | 74.00' | 89°22'07" | 115.42' | S28°41'49"W | 104.07' |

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|--|--------------|--------|-----------|----|--------|--------|
| Project: WO# 40304782 - WINTER PARK EAST-ANIMAL MITIGATION, SEMINOLE COUNTY, FLORIDA | Survey Date: | 9/7/21 | Drawn By: | ES | Scale: | 1"=20' |
|--|--------------|--------|-----------|----|--------|--------|

SEE SHEET 1
FOR CERTIFICATION



| | | | |
|----------------|-----------------|--|----------|
| SITE: 105566 | | LAND UNIT: 1186937 | |
| 9/7/21 DATE | 1"=20' SCALE | BOUNDARY & TOPOGRAPHIC SURVEY WO# 40304782-WINTER PARK EAST-ANIMAL MITIGATION, SEMINOLE COUNTY, FLORIDA | |
| ES DRAWN | TECH | | |
| TKM CHECK | ENGR | | |
| 5 OF SHEET | 8 | DWG. | 64845001 |

DRAWING NUMBER
64845001
SHEET
NUMBER

5 OF 8

Property Record Card



Parcel: 35-21-30-300-0090-0000
Property Address: 7621 DOCKSIDE ST WINTER PARK, FL 32792
Owners: DUKE ENERGY FLORIDA LLC
 2026 Market Value \$1,606,216 Assessed Value \$779,545 Taxable Value \$779,545
 2025 Tax Bill \$14,339.89 Tax Savings with Non-Hx Cap \$7,461.40
 Gas/Electric/Telephone Etc property w/1st Building size of 832 SF and a lot size of 18.83 Acres

Parcel Location



Site View

Parcel Information

| | |
|-------------------|---|
| Parcel | 35-21-30-300-0090-0000 |
| Property Address | 7621 DOCKSIDE ST WINTER PARK, FL 32792 |
| Mailing Address | PO BOX 37996 CHARLOTTE, NC 28237-7996 |
| Subdivision | |
| Tax District | 01:County Tax District |
| DOR Use Code | 91:Gas/Electric/Telephone Etc |
| Exemptions | None |
| AG Classification | No |

2025 Certified Tax Summary

| | |
|-----------------------------|-------------|
| Tax Amount w/o Exemptions | \$21,801.29 |
| Tax Bill Amount | \$14,339.89 |
| Tax Savings with Exemptions | \$7,461.40 |

Value Summary

| | 2026 Working Values | 2025 Certified Values |
|---|---------------------|-----------------------|
| Valuation Method | Cost/Market | Cost/Market |
| Number of Buildings | 2 | 2 |
| Depreciated Building Value | \$78,588 | \$76,336 |
| Depreciated Other Features | \$65,168 | \$54,982 |
| Land Value (Market) | \$1,462,460 | \$1,462,460 |
| Land Value Agriculture | \$0 | \$0 |
| Just/Market Value | \$1,606,216 | \$1,593,778 |
| Portability Adjustment | \$0 | \$0 |
| Save Our Homes Adjustment/Maximum Portability | \$0 | \$0 |
| Non-Hx 10% Cap (AMD 1) | \$826,671 | \$885,101 |
| P&G Adjustment | \$0 | \$0 |
| Assessed Value | \$779,545 | \$708,677 |

Owner(s)

Name - Ownership Type

DUKE ENERGY FLORIDA LLC

Note: Does NOT INCLUDE Non Ad Valorem Assessments

Legal Description

SEC 35 TWP 21S RGE 30E S 1/2 OF SW 1/4 OF
NE 1/4 (LESS RD)

Taxes

| Taxing Authority | Assessed | Exempt Amount | Taxable |
|------------------------------------|-------------|---------------|-------------|
| COUNTY GENERAL FUND | \$779,545 | \$0 | \$779,545 |
| Schools | \$1,606,216 | \$0 | \$1,606,216 |
| FIRE | \$779,545 | \$0 | \$779,545 |
| ROAD DISTRICT | \$779,545 | \$0 | \$779,545 |
| SJWM(Saint Johns Water Management) | \$779,545 | \$0 | \$779,545 |

Sales

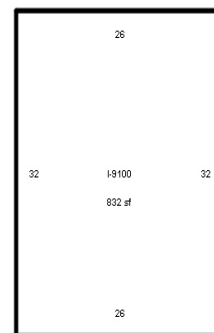
| Deed Type | Date | Sale Amount | Book / Page | Sale Type | Qualified? |
|-----------|------|-------------|-------------|-----------|------------|
|-----------|------|-------------|-------------|-----------|------------|

Land

| Units | Rate | Assessed | Market |
|-------------|---------------|-------------|-------------|
| 18.70 Acres | \$65,000/Acre | \$1,215,500 | \$1,215,500 |
| 1 Lot | \$246,960/Lot | \$246,960 | \$246,960 |

Building Information

| | |
|-------------------------------|------------------------------------|
| # | 1 |
| Use | MASONRY PILASTER . |
| Year Built* | 1962 |
| Bed | |
| Bath | |
| Fixtures | 0 |
| Base Area (ft ²) | 832 |
| Total Area (ft ²) | |
| Constuction | CONCRETE BLOCK-STUCCO - MASONRY |
| Replacement Cost | \$125,181 |
| Assessed | \$50,072 |



Sketch by Apex Media™

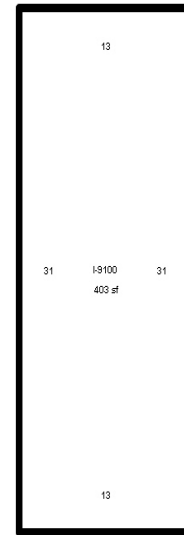
Building 1

* Year Built = Actual / Effective

| Building Information | |
|----------------------|------------------------------------|
| # | 2 |
| Use | MASONRY PILASTER . |
| Year Built* | 1964 |
| Bed | |
| Bath | |
| Fixtures | 0 |
| Base Area (ft²) | 403 |
| Total Area (ft²) | |
| Constuction | CONCRETE BLOCK-STUCCO - MASONRY |
| Replacement Cost | \$71,289 |
| Assessed | \$28,516 |

* Year Built = Actual / Effective

Sketch by Apex Medina™



Building 2

| Permits | | | | |
|----------|--|-------------|-----------|-------------|
| Permit # | Description | Value | CO Date | Permit Date |
| 06797 | 7601 DOCKSIDE ST: ELECTRIC - GENERATOR-Cell Tower | \$30,000 | | 6/21/2022 |
| 00333 | 7621 DOCKSIDE ST: FENCE/WALL COMMERCIAL- | \$1,109,322 | | 3/24/2022 |
| 10001 | CELL TOWER | \$30,000 | | 12/30/2009 |
| 09913 | REROOF; PAD PER PERMIT 5450 HOWELL BRANCH RD | \$5,980 | | 12/23/2009 |
| | 06/18/2009 10:46:59 AM Created by: Sybil UPDATED STATUS FROM 01 TO 07 | | | |
| 03802 | INTERIOR ALTERATION; PAD PER PERMIT 2355 NAUTICAL WAY | \$6,000 | 4/14/2008 | 4/14/2008 |
| 13508 | ADDING ANTENNA & (3) AS PREVIOUSLY; PAD PER PERMIT 5450 HOWELL BRANCH RD | \$7,000 | | 12/7/2006 |
| 09121 | CO-LOCATE ANTENNAS & CABLES TO EXISTING MICROWAVE TOWER & ADD SLAB @ BASE FOR EQUIPMENT; PAD PER PERMIT 5450 HOWELL BRANCH PL | \$85,000 | | 5/6/2005 |
| 07747 | PAD PER PERMIT 5450 HOWELL BRANCH RD; ANTENNA | \$20,000 | | 8/1/2000 |
| 04635 | REROOF | \$4,135 | | 7/1/1994 |

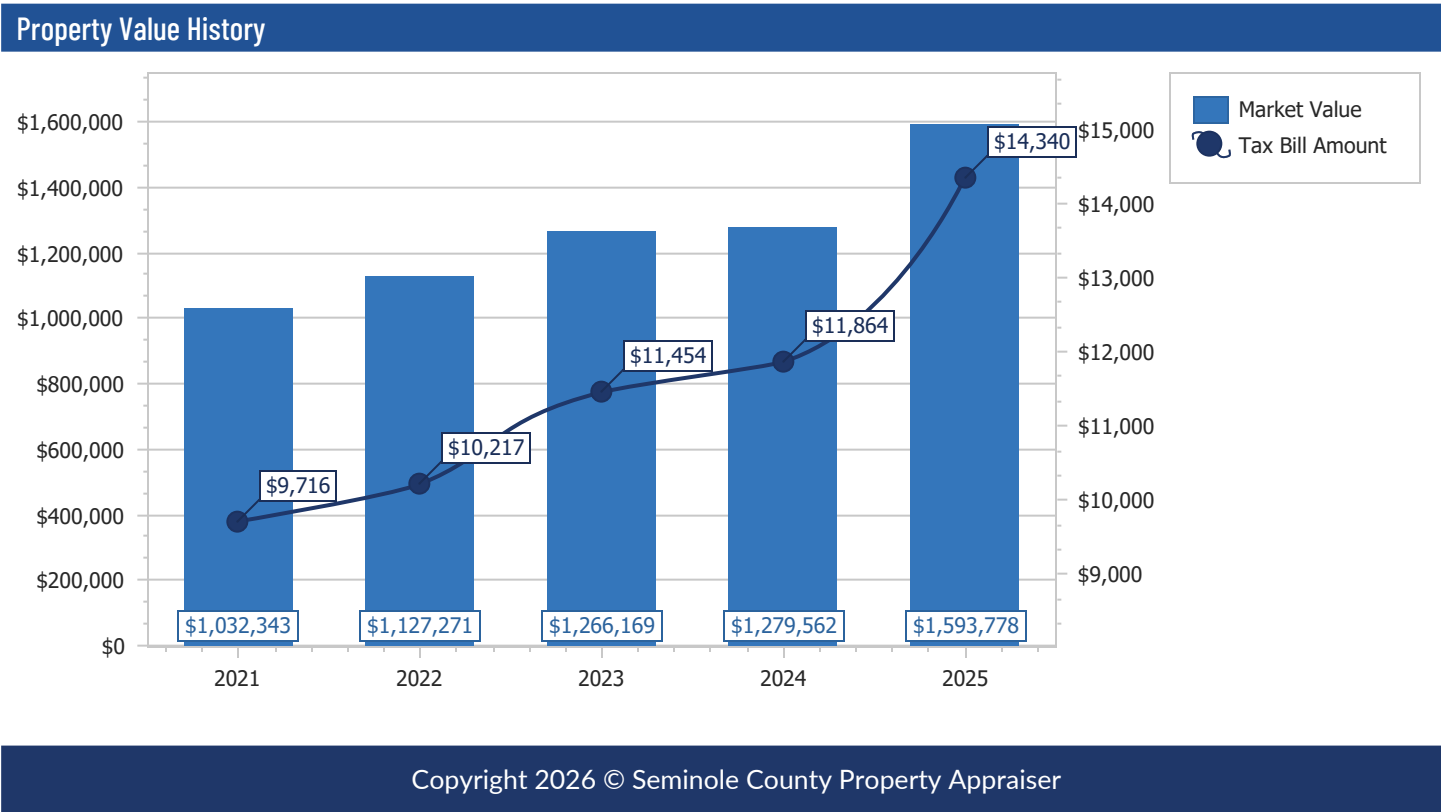
| Extra Features | | | | |
|------------------------------|------------|-------|----------|----------|
| Description | Year Built | Units | Cost | Assessed |
| COMMERCIAL ASPHALT DR 2 IN | 1979 | 19429 | \$52,458 | \$31,475 |
| 8' CHAIN LINK FENCE - LIN FT | 2022 | 1797 | \$36,425 | \$33,693 |

| Zoning | |
|-----------------|------------------|
| Zoning | A-1 |
| Description | Agricultural-1Ac |
| Future Land Use | PUBU |
| Description | |

| School Districts | |
|------------------|-------------|
| Elementary | Eastbrook |
| Middle | Tuskawilla |
| High | Lake Howell |

| Political Representation | |
|--------------------------|-----------------------------|
| Commissioner | District 1 - Bob Dallari |
| US Congress | District 7 - Cory Mills |
| State House | District 38 - David Smith |
| State Senate | District 10 - Jason Brodeur |
| Voting Precinct | Precinct 67 |

| Utilities | |
|----------------|---------------------------|
| Fire Station # | Station: 23 Zone: 231 |
| Power Company | DUKE |
| Phone (Analog) | CENTURY LINK |
| Water | Seminole County Utilities |
| Sewage | Seminole County Utilities |
| Garbage Pickup | |
| Recycle | |
| Yard Waste | |
| Hauler # | |



**Seminole County Government
Development Services Department
Planning and Development Division
Credit Card Payment Receipt**

If you have questions about your application or payment, please email us eplandesk@seminolecountyfl.gov or call us at: (407) 665-7371.

Receipt Details

Date: 11/26/2025 4:19:27 PM
Project: 25-80000133
Credit Card Number: 55*****0235
Authorization Number: 006884
Transaction Number: 261125C19-FE384710-42BA-4B47-9C8A-2FDBD01C81D2
Total Fees Paid: 52.50

Fees Paid

| Description | Amount |
|--------------------------|---------------|
| CC CONVENIENCE FEE -- PZ | 2.50 |
| PRE APPLICATION | 50.00 |
| Total Amount | 52.50 |

SEMINOLE COUNTY GOVERNMENT
1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

The DRC Agenda can be found [here](#).

| | | |
|---|--|---|
| PROJECT NAME: | WINTER PARK SUBSTATION - PRE-APPLICATION | PROJ #: 25-80000133 |
| APPLICATION FOR: | DR - PRE-APPLICATION DRC | |
| APPLICATION DATE: | 11/26/25 | |
| RELATED NAMES: | EP RICK ORTIZ | |
| PROJECT MANAGER: | KAITLYN APGAR (407) 665-7377 | |
| PARCEL ID NO.: | 35-21-30-300-0090-0000 | |
| PROJECT DESCRIPTION | PROPOSED SITE PLAN FOR A DRIVEWAY AND SIDEWALK TO HELP WITH SUBSTATION ON 6.15 ACRES IN THE A-1 ZONING DISTRICT LOCATED ON THE NORTHWEST CORNER OF HOWELL BRNACH RD AND OLD HOWELL BRANCH RD | |
| NO OF ACRES | 6.15 | |
| BCC DISTRICT | 1: DALLARI | |
| CURRENT ZONING | A-1 | |
| LOCATION | ON THE NORTHWEST CORNER OF HOWELL BRANCH RD AND OLD HOWELL BRANCH RD | |
| FUTURE LAND USE- | PUBU | |
| APPLICANT: | | CONSULTANT: |
| PERRY DAVIS DUKE ENERGY OF FLORIDA LLC 3300 EXCHANGE PL LAKE MARY FL 32746 (407) 457-2164 PERRY.DAVIS2@DUKE-ENERGY.COM | | RICK ORTIZ POULOS & BENNETT LLC 2602 E LIVINGSTON ST ORLANDO FL 32803 (407) 487-2594 RORTIZ@POULOSANDBENNETT.COM |

Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.

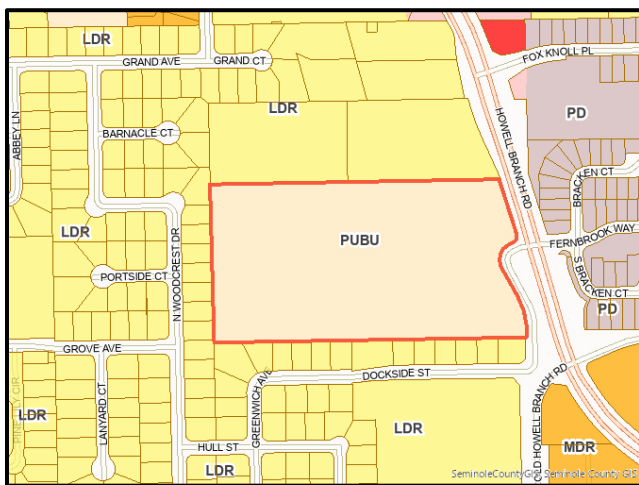
The development project review will be completed utilizing Electronic Plan Review (ePlan). For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide that can be found [here](#).

PROJECT MANAGER COMMENTS

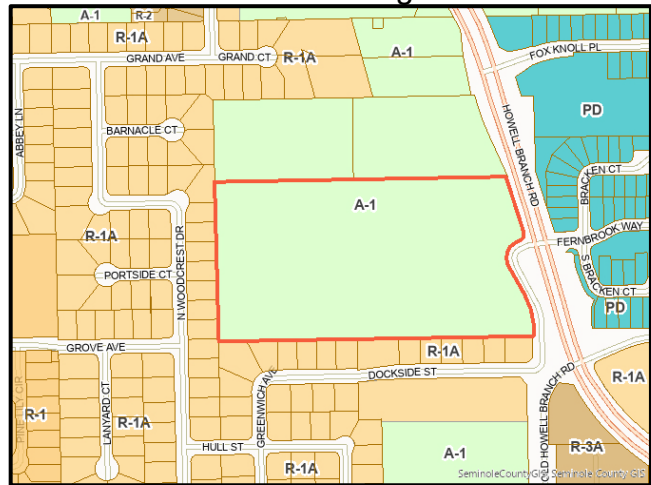
- The subject property has a Future Land Use of Public, Quasi-Public and a zoning designation of A-1, Agriculture.
- This project will be subject to the Site Plan requirements, see Seminole County Land Development Code (SCLDC) Chapter 40 for more information:
https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH40SIPLAP
- Public utility and service structures are considered a Special Exception in the A-1 zoning district. Any site improvements and/or expansion will require a Special Exception. The proposed curb work as proposed in this pre-application will not be subject to this requirement. Any additional work would be subject to the Special Exception requirement.

PROJECT AREA ZONING AND AERIAL MAPS

Future Land Use: PUBU



Zoning: A-1



Aerial



AGENCY/DEPARTMENT COMMENTS

| | REVIEWED BY | TYPE | STATUS |
|----|--------------------------|---|-----------|
| 1. | Buffers and CPTED | A full buffer review will be done at time of site plan review. Buffer requirements will be calculated based on project intensity. Per Sec. 30.14.6, Upon submittal of plans, please provide 1. Net buildable Area. 2. Hours of Operation. 3. Floor Area Ratio. 4. Impervious Surface Ratio. 5. Building Height in feet in order to calculate required buffers. | Info Only |
| 2. | Buffers and CPTED | The buffer is calculated based on project intensity versus surrounding property (or roadway, as applicable) intensity. The subject property will be assigned a Land Use Intensity (LUI) rating based on proposed density/intensity. The adjacent properties will be estimated per guidelines in the code (vacant vs developed). See the link below for calculating LUI. Sec. 30.14.6, https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.6DELAUSCLIN | Info Only |
| 3. | Buffers and CPTED | 100 percent of landscaped areas are required to be irrigated. See the following link for requirements https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.18LAPLIRPLSURE | Info Only |
| 4. | Buffers and CPTED | Howell Branch Road is considered an arterial road and Dockside Street is a local road for reference in calculating the required eastern buffer. | Info Only |
| 5. | Buffers and CPTED | Buffer landscaping will be required as part of the Site Plan process. | Info Only |
| 6. | Building Division | - Standard building permits are required for the installation/reinstallation of the proposed fence and gate system. | Info Only |
| 7. | Comprehensive Planning | Site has a Future Land Use of PUBU, Public, Quasi-Public. The maximum intensity permitted in this designation is 0.65 floor area ratio. Per Policy FLU 5.3.2 Public, Quasi-Public: Services and Facilities Due to the variety of land uses in this designation, service and facility needs are determined through Land Development Code requirements. | Info Only |
| 8. | Environmental Services | No utility work proposed as a part of this project. No review required. | Info Only |
| 9. | Planning and Development | INFORMATIONAL: County staff has reviewed the subject project based on the information you have provided to us and have compiled the following information for your use. Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time to time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review. Seminole County Land Development Code: http://www.seminolecountyfl.gov/guide/codes.asp | Info Only |

| | | | |
|-----|--------------------------------|--|-----------|
| | | Seminole County Planning & Development: http://www.seminolecountyfl.gov/gm/ | |
| 10. | Planning and Development | Setbacks for the proposed A-1 zoning district are as follows: Front yard- fifty (50) feet Side yard- ten (10) feet Rear yard- thirty (30) feet (Rear yard setback shall be a minimum of ten (10) feet unless a rear lot line abuts property assigned a residential zoning classification or land use designation.) | Info Only |
| 11. | Planning and Development | The proposed project is subject to Site Plan Review Process: SCLDC Chapter 40. Information can be found at: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH40SIPLAP | Info Only |
| 12. | Public Safety - Fire Marshal | Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.5.1.1 | Info Only |
| 13. | Public Works - Impact Analysis | No Review Required. Not a traffic generating improvement. | Info Only |
| 14. | Public Works - Engineering | There is concern with the location of the proposed opening based on separation from Howel Branch Road. The separation should be 200'. However, a lesser distance may be allowed as this will be an occasional use opening. Ideally modifying the existing opening wider or with a better radius would be best. | Info Only |

DEPARTMENT PROJECT STATUS AND CONTACT

This section shows the reviewers of this project from the various departments.

| Department | Reviewer | Email | Contact |
|---------------------------------|-------------------|----------------------------------|--------------|
| Buffers and CPTED | Kaitlyn Apgar | kapgar@seminolecountyfl.gov | 407-665-7377 |
| Building Division | Phil Kersey | pkersey@seminolecountyfl.gov | 407-665-7460 |
| Comprehensive Planning | David German | dgerman@seminolecountyfl.gov | 407-665-7386 |
| Environmental - Impact Analysis | Becky Noggle | bnoggle@seminolecountyfl.gov | 407-665-2143 |
| Environmental Services | James Van Alstine | jvanalstine@seminolecountyfl.gov | 407-665-2014 |
| Natural Resources | Sarah Harttung | sharttung@seminolecountyfl.gov | 407-665-7391 |
| Planning and Development | Kaitlyn Apgar | kapgar@seminolecountyfl.gov | 407-665-7377 |
| Public Safety - Fire Marshal | Matthew Maywald | mmaywald@seminolecountyfl.gov | 407-665-5177 |
| Public Works - Engineering | Jim Potter | jpotter@seminolecountyfl.gov | 407-665-5764 |
| Public Works - Impact Analysis | Arturo Perez | Aperez07@seminolecountyfl.gov | 407-665-5716 |

RESOURCE INFORMATION

Seminole County Land Development Code:

https://library.municode.com/fl/seminole_county/codes/land_development_code

Seminole County Comprehensive Plan:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/codes-regulations/comprehensive-plan/index.stml>

Development Services:

<http://www.seminolecountyfl.gov/departments-services/development-services/>

Seminole County Property Appraiser Maps:

<https://map.scpafl.org/>

Seminole County Wetland Information:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/wetl-dock-information.stml>

Wekiva Consistency form:

<https://www.seminolecountyfl.gov/docs/default-source/pdf/WekivaRiverAreaConsistencyFormNovember2024ADA.pdf>

FEMA LOMR (Letter of Map Revision):

www.fema.gov

Cities:

| | | |
|-------------------|----------------|--|
| Altamonte Springs | (407) 571-8150 | www.altamonte.org |
| Casselberry | (407) 262-7751 | www.casselberry.org |
| Lake Mary | (407) 585-1369 | www.lakemaryfl.com |
| Longwood | (407) 260-3462 | www.longwoodfl.org |
| Oviedo | (407) 971-5775 | www.cityofoviedo.net |
| Sanford | (407) 688-5140 | www.sanfordfl.gov |
| Winter Springs | (407) 327-5963 | www.winterspringsfl.org |

Other Agencies:

| | | | |
|-----------------------------------|---------------|----------------|--|
| Florida Dept of Transportation | FDOT | | www.dot.state.fl.us |
| Florida Dept of Enviro Protection | FDEP | (407) 897-4100 | www.dep.state.fl.us |
| St. Johns River Water Mgmt Dist | SJRWMD | (407) 659-4800 | www.sjrwmd.com |
| Health Department | Septic | (407) 665-3605 | www.floridahealth.gov |

Other Resources:

| | |
|-------------------|--|
| Flood Prone Areas | www.seminolecountyfl.gov/gm/building/flood/index.aspx |
| Watershed Atlas | www.seminole.wateratlas.usf.edu |



SEMINOLE COUNTY, FLORIDA

Agenda Memorandum

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

File Number: 2025-1138

Title:

SEVENTH DAY ADVENTIST - SSFLUA AND REZONE

Project Number: 25-20500013

Project Description: Proposed Small Scale Future Land Use Amendment from PD to PD and Rezone from A-1 to PD for a religious facility on 6.67 acres located on the east side of Eastbrook Blvd and Tourney Dr

Project Manager: Kaitlyn Apgar (407) 665-7377 (kapgar@seminolecountyfl.gov)

Parcel ID: 34-21-30-300-009A-0000

BCC District: 4-Lockhart

Applicant: Ryan Amos (407) 644-5000

Consultant: Gregory Crawford (407) 895-0324



SEMINOLE COUNTY
PLANNING & DEVELOPMENT DIVISION
1101 EAST FIRST STREET, ROOM 2028
SANFORD, FLORIDA 32771
(407) 665-7371 EPLANDESK@SEMINOLECOUNTYFL.GOV

Received: 9/2/25

Paid: 9/9/25

REZONE/FUTURE LAND USE AMENDMENT

ALL INFORMATION MUST BE PROVIDED FOR APPLICATION TO BE CONSIDERED COMPLETE

APPLICATION TYPES/FEES

| | |
|--|--|
| <input type="checkbox"/> LARGE SCALE FUTURE LAND USE AMENDMENT ONLY (>50 ACRES) | \$400/ACRE* (\$10K MAX. FEE) |
| <input type="checkbox"/> LARGE SCALE FLU AMENDMENT <u>AND</u> REZONE (>50 ACRES) | \$400/ACRE* (\$10K MAX. FEE) + 50% OF REZONE |
| LSFLUA FEE _____ + 50% OF REZONE FEE _____ = _____ TOTAL LSFLUA AND REZONE FEE | |
| <input type="checkbox"/> SMALL SCALE FUTURE LAND USE AMENDMENT ONLY (≤50 ACRES) | \$3,500 |
| <input checked="" type="checkbox"/> SMALL SCALE FLU AMENDMENT <u>AND</u> REZONE (≤50 ACRES) | \$3,500 + 50% OF REZONE FEE |
| SSFLUA FEE \$3,500 + 50% OF REZONE FEE <u>\$2,262.50</u> = <u>\$5,762.50</u> TOTAL SSFLUA AND REZONE FEE | |
| <input type="checkbox"/> TEXT AMENDMENT (NOT ASSOCIATED WITH LAND USE AMENDMENT) | \$3,000 |
| <input type="checkbox"/> TEXT AMENDMENT (ASSOCIATED WITH LAND USE AMENDMENT) | \$1,000 |
| <input type="checkbox"/> REZONE (NON-PD)** | \$2,500 + \$75/ACRE* (\$6,500 MAX. FEE) |
| <input checked="" type="checkbox"/> PD REZONE** | |
| <input checked="" type="checkbox"/> PD REZONE | \$4,000 + \$75/ACRE* (\$10K MAX. FEE) |
| <input type="checkbox"/> PD FINAL DEVELOPMENT PLAN | \$1,000 |
| <input type="checkbox"/> PD FINAL DEVELOPMENT PLAN AS AN ENGINEERED SITE PLAN | CALCULATED BELOW |
| (TOTAL SF OF <u>NEW</u> IMPERVIOUS SURFACE AREA SUBJECT FOR REVIEW/1,000)^ [^] x \$25 + \$2,500 = FEE DUE | |
| (TOTAL SF OF <u>NEW</u> ISA _____ /1,000 = _____)^ [^] x \$25 + \$2,500 = FEE DUE: _____ | |
| <u>EXAMPLE:</u> 40,578 SF OF NEW ISA UNDER REVIEW = 40,578/1,000 = <u>40.58</u> x \$25 = <u>\$1,014.50</u> + \$2,500 = <u>\$3,514.50</u> | |
| <input type="checkbox"/> PD MAJOR AMENDMENT | \$4,000 + \$75/ACRE* [^] (\$10K MAX. FEE) |
| <input type="checkbox"/> PD MINOR AMENDMENT | \$1,000 |
| <input type="checkbox"/> DEVELOPMENT OF REGIONAL IMPACT (DRI) | |
| <input type="checkbox"/> DETERMINATION OF SUBSTANTIAL DEVIATION (OR OTHER CHANGE) | \$3,500.00 |

*PER ACRE FEES ARE ROUNDED UP TO THE NEAREST FULL ACRE

**50% OF REZONE FEE IF REZONE IS CONCURRENT WITH A LAND USE AMENDMENT

[^]ACREAGE IS CALCULATED FOR THE AFFECTED AREA ONLY

^{^^}ROUNDED TO 2 DECIMAL POINTS

| | | | |
|--------------------------|-------------------------|---|--------------------------|
| PROJECT | | | |
| PROJECT NAME: | | SEVENTH DAY ADVENTIST - WINTER PARK | |
| PARCEL ID #(S): | | 34-12-30-300-009A-0000 34-21-30-300-009A-0000 | |
| LOCATION: | | 3510 TOURNEY DRIVE, WINTER PARK, FLORIDA 32792 | |
| EXISTING USE(S): | CLUB/LODGES/UNION HALLS | PROPOSED USE(S): | RELIGIOUS FACILITY |
| TOTAL ACREAGE: | 6.67 | BCC DISTRICT: | 1 4: Lockhart |
| WATER PROVIDER: | CITY OF CASSELBERRY | SEWER PROVIDER: | CITY OF CASSELBERRY |
| CURRENT ZONING: | A-1 | PROPOSED ZONING: | PD |
| CURRENT FUTURE LAND USE: | PD | PROPOSED FUTURE LAND USE: | PD |

| | | | |
|------------------|-----------------------|---|--|
| APPLICANT | | EPLAN PRIVILEGES: VIEW ONLY <input type="checkbox"/> UPLOAD <input type="checkbox"/> NONE <input type="checkbox"/> | |
| NAME: | RYAN AMOS, VP | COMPANY: | FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS |
| ADDRESS: | 351 S. STATE ROAD 434 | | |
| CITY: | ALTAMONTE SPRINGS | STATE: | FL ZIP: 32714 |
| PHONE: | 407-644-5000 | EMAIL: | BETTYJEAN.MADER@FLORIDACONFERENCE.COM |

| | | | |
|-------------------|----------------------------------|---|---------------------------------|
| CONSULTANT | | EPLAN PRIVILEGES: VIEW ONLY <input type="checkbox"/> UPLOAD <input type="checkbox"/> NONE <input type="checkbox"/> | |
| NAME: | GREGORY R. CRAWFORD, PE | COMPANY: | THOMAS & HUTTON ENGINEERING CO. |
| ADDRESS: | 5127 S. ORANGE AVENUE, SUITE 200 | | |
| CITY: | ORLANDO | STATE: | FL ZIP: 32809 |
| PHONE: | 407-895-0324 | EMAIL: | CRAWFORD.G@TANDH.COM |

| | | | |
|-----------------|--|--|---------------------------------------|
| OWNER(S) | | (INCLUDE NOTARIZED OWNER'S AUTHORIZATION FORM) | |
| NAME(S): | FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS | | |
| ADDRESS: | 351 S. STATE ROAD 434 | | |
| CITY: | ALTAMONTE SPRINGS | STATE: | FLORIDA ZIP: 32714 |
| PHONE: | 407-644-5000 | EMAIL: | BETTYJEAN.MADER@FLORIDACONFERENCE.COM |

CONCURRENCY REVIEW MANAGEMENT SYSTEM (SELECT ONE)

☒ I elect to defer the Concurrency Review that is required by Chapter 163, Florida Statutes, per Seminole County's Comprehensive Plan for the above listed property until a point as late as Site Plan and/or Final Engineering submittals for this proposed development plan. I further specifically acknowledge that any proposed development on the subject property will be required to undergo Concurrency Review and meet all Concurrency requirements in the future. **PD Final Development Plan as an Engineered Site Plan may not defer.**

☐ I hereby declare and assert that the aforementioned proposal and property described are covered by a valid previously issued Certificate of Vesting or a prior Concurrency determination (Test Notice issued within the past two years as identified below. Please attach a copy of the Certificate of Vesting or Test Notice.)

TYPE OF CERTIFICATE**CERTIFICATE NUMBER****DATE ISSUED**

VESTING:

TEST NOTICE:

☐ Concurrency application has been submitted online and the appropriate fee is attached. I wish to encumber capacity at an early point in the development process and understand that only upon approval of the Development Order and the full payment of applicable facility reservation fees is a Certificate of Concurrency issued and entered into the Concurrency Management monitoring system.

By my signature hereto, I do hereby certify that the information contained in this application is true and correct to the best of my knowledge and understand that deliberate misrepresentation of such information may be grounds for denial or reversal of the application and/or revocation of any approval based upon this application.

I hereby authorize County staff to enter upon the subject property at any reasonable time for the purposes of investigating and reviewing this request. I also hereby agree to place a public notice sign (placard), if required, on the subject property at a location(s) to be determined by County staff.

I further acknowledge that Seminole County may not defend any challenge to my proposed Future Land Use Amendment/Rezoning and related development approvals, and that it may be my sole obligation to defend any and all actions and approvals, which authorize the use or development of the subject property. Submission of this form initiates a process and does not imply approval by Seminole County or any of its boards, commissions or staff.

I further acknowledge that I have read the information contained in this application pertaining to proposed amendments to the official Zoning map, official Future Land Use map and/or Comprehensive Plan and have had sufficient opportunity to inquire with regard to matters set forth therein and, accordingly, understand all applicable procedures and matters relating to this application.

I hereby represent that I have the lawful right and authority to file this application.



SIGNATURE OF OWNER/AUTHORIZED AGENT
(PROOF OF PROPERTY OWNER'S AUTHORIZATION IS REQUIRED
IF SIGNED BY SOMEONE OTHER THAN THE PROPERTY OWNER)



DATE

OWNER AUTHORIZATION FORM

An authorized applicant is defined as:

- The property owner of record; or
- An agent of said property owner (power of attorney to represent and bind the property owner must be submitted with the application); or
- Contract purchase (a copy of a fully executed sales contract must be submitted with the application containing a clause or clauses allowing an application to be filed).

I, Florida Conference Association of Seventh-Day Adventist, the owner of record for the following described property [Parcel ID Number(s)] 34-21-30-300-009A-0000 hereby designates Gregory R. Crawford, PE/ Thomas & Hutton Engineering Co. to act as my authorized agent for the filing of the attached application(s) for:

| | | | |
|---|---|--|---|
| <input type="checkbox"/> Alcohol License | <input checked="" type="checkbox"/> Arbor Permit | <input type="checkbox"/> Construction Revision | <input checked="" type="checkbox"/> Final Engineering |
| <input type="checkbox"/> Final Plat | <input checked="" type="checkbox"/> Future Land Use Amendment | <input type="checkbox"/> Lot Split/Reconfiguration | <input type="checkbox"/> Minor Plat |
| <input type="checkbox"/> Preliminary Subdivision Plan | <input checked="" type="checkbox"/> Rezone | <input checked="" type="checkbox"/> Site Plan | <input type="checkbox"/> Special Event |
| <input type="checkbox"/> Special Exception | <input type="checkbox"/> Temporary Use Permit | <input type="checkbox"/> Vacate | <input type="checkbox"/> Variance |

OTHER:

and make binding statements and commitments regarding the request(s). I certify that I have examined the attached application(s) and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand that this application, attachments, and fees become part of the Official Records of Seminole County, Florida and are not returnable.

Date

7/21/2025

Property Owner's Signature

Ryan Amos as Vice President
Property Owner's Printed Name

STATE OF FLORIDA

COUNTY OF Seminole

SWORN TO AND SUBSCRIBED before me, an officer duly authorized in the State of Florida to take acknowledgements, appeared Ryan Amos, Vice President (property owner),

☒ by means of physical presence or ☐ online notarization; and ☒ who is personally known to me or ☐ who has produced

as identification, and who executed the foregoing instrument and sworn an oath on this 21st day of July, 2025.



BETTY JEAN MADER
Notary Public
State of Florida
Comm# HH433098
Expires 8/14/2027

Notary Public

Ownership Disclosure Form

☐ Individual
 ☒ Corporation (Not for Profit)
 ☐ Land Trust

☐ Limited Liability Company
 ☐ Partnership
 ☐ Other (describe): _____

- | NAME | ADDRESS | PHONE NUMBER |
|------|---------|--------------|
| | | |
| | | |
| | | |

| NAME | TITLE OR OFFICE | ADDRESS | % OF INTEREST |
|------------------|-----------------|---|---------------|
| Andrew Elliott | ASATD | 351 S State Rd 434, Altamonte Springs, FL 32714 | equal |
| Elisa T. Rahming | VPTD | 351 S State Rd 434, Altamonte Springs, FL 32714 | equal |
| Philip J. Bond | SD | 351 S State Rd 434, Altamonte Springs, FL 32714 | equal |

| NAME | TRUSTEE OR BENEFICIARY | ADDRESS | % OF INTEREST |
|------|------------------------|---------|---------------|
| | | | |
| | | | |
| | | | |

| NAME | ADDRESS | % OF INTEREST |
|------|---------|---------------|
| | | |
| | | |
| | | |

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Ownership Disclosure Form

☐ Individual
 ☒ Corporation (Not for Profit)
 ☐ Land Trust

☐ Limited Liability Company
 ☐ Partnership
 ☐ Other (describe): _____

- | NAME | ADDRESS | PHONE NUMBER |
|------|---------|--------------|
| | | |
| | | |
| | | |

| NAME | TITLE OR OFFICE | ADDRESS | % OF INTEREST |
|----------------|-----------------|---|---------------|
| Carlos Machado | PD | 351 S State Rd 434, Altamonte Springs, FL 32714 | equal |
| Ryan Amos | VP | 351 S State Rd 434, Altamonte Springs, FL 32714 | equal |
| | | | |

| NAME | TRUSTEE OR BENEFICIARY | ADDRESS | % OF INTEREST |
|------|------------------------|---------|---------------|
| | | | |
| | | | |
| | | | |

| NAME | ADDRESS | % OF INTEREST |
|------|---------|---------------|
| | | |
| | | |
| | | |

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5. For each **limited liability company**, list the name, address, and title of each manager or managing member; and the name and address of each additional member with two percent (2%) or more membership interest. If any member with two percent (2%) or more membership interest, manager, or managing member is a corporation, trust or partnership, please provide the information required in paragraphs 2, 3 and/or 4 above.

Name of LLC: _____

| NAME | TITLE | ADDRESS | % OF INTEREST |
|------|-------|---------|---------------|
| | | | |
| | | | |
| | | | |

(Use additional sheets for more space)

6. In the circumstances of a **contract for purchase**, list the name and address of each contract purchaser. If the purchaser is a corporation, trust, partnership, or LLC, provide the information required for those entities in paragraphs 2, 3, 4 and/or 5 above.

Name of Purchaser: _____

| NAME | ADDRESS | % OF INTEREST |
|------|---------|---------------|
| | | |
| | | |
| | | |

(Use additional sheets for more space)

Date of Contract: _____

Specify any contingency clause related to the outcome for consideration of the application: _____

7. As to any type of owner referred to above, a change of ownership occurring subsequent to this application, shall be disclosed in writing to the Planning and Development Director prior to the date of the public hearing on the application.
8. I affirm that the above representations are true and are based upon my personal knowledge and belief after all reasonable inquiry. I understand that any failure to make mandated disclosures is grounds for the subject Rezone, Future Land Use Amendment, Special Exception, or Variance involved with this Application to become void. I certify that I am legally authorized to execute this Application and Affidavit and to bind the Applicant to the disclosures herein:

7/21/2025
Date

[Signature]
Owner, Agent, Applicant Signature

**STATE OF FLORIDA
COUNTY OF SEMINOLE**

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 21st day of July, 2025, by Ryan Amos, V.P., who is ☒ personally known to me, or ☐ has produced _____ as identification.

[Signature]
Signature of Notary Public

BETTY JEAN MADER
Notary Public
State of Florida
Comm# HH433098
Print, Type or Stamp Name of Notary Public
Expires 8/14/2027



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS

Filing Information

| | |
|-----------------------------|-------------------------------|
| Document Number | 700923 |
| FEI/EIN Number | 59-6137501 |
| Date Filed | 04/23/1962 |
| Effective Date | 09/29/1907 |
| State | FL |
| Status | ACTIVE |
| Last Event | AMENDED AND RESTATED ARTICLES |
| Event Date Filed | 02/27/2023 |
| Event Effective Date | NONE |

Principal Address

351 South State Road 434
Altamonte Springs, FL 32714

Changed: 04/24/2014

Mailing Address

351 South State Road 434
Altamonte Springs, FL 32714

Changed: 04/24/2014

Registered Agent Name & Address

Elliott, Andrew
351 South State Road 434
Altamonte Springs, FL 32714

Name Changed: 03/28/2016

Address Changed: 04/24/2014

Officer/Director Detail

Name & Address

Title ASATD

ELLIOTT, ANDREW
623 WOODLAND STREET
ALTAMONTE SPRINGS, FL 32714

Title VPTD

RAHMING, ELISA T
207 HERON ST
ALTAMONTE SPRINGS, FL 32701

Title SD

Bond, Philip J
1428 Paula Drive
Apopka, FL 32703

Title PD

Machado, Carlos
1671 PARKGLEN CIRCLE
APOPKA, FL 32712

Title VP

Amos, Ryan
852 Grand Regency Pointe
205
Altamonte Springs, FL 32714

Annual Reports

| Report Year | Filed Date |
|-------------|------------|
| 2024 | 01/30/2024 |
| 2024 | 06/04/2024 |
| 2025 | 02/11/2025 |

Document Images

| | |
|---|--------------------------|
| 02/11/2025 -- ANNUAL REPORT | View image in PDF format |
| 08/20/2024 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 06/04/2024 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 01/30/2024 -- ANNUAL REPORT | View image in PDF format |
| 02/27/2023 -- Amended and Restated Articles | View image in PDF format |
| 01/24/2023 -- ANNUAL REPORT | View image in PDF format |
| 02/09/2022 -- ANNUAL REPORT | View image in PDF format |
| 03/11/2021 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 01/18/2021 -- ANNUAL REPORT | View image in PDF format |
| 02/10/2020 -- ANNUAL REPORT | View image in PDF format |
| 02/27/2019 -- ANNUAL REPORT | View image in PDF format |
| 07/16/2018 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 02/08/2018 -- ANNUAL REPORT | View image in PDF format |

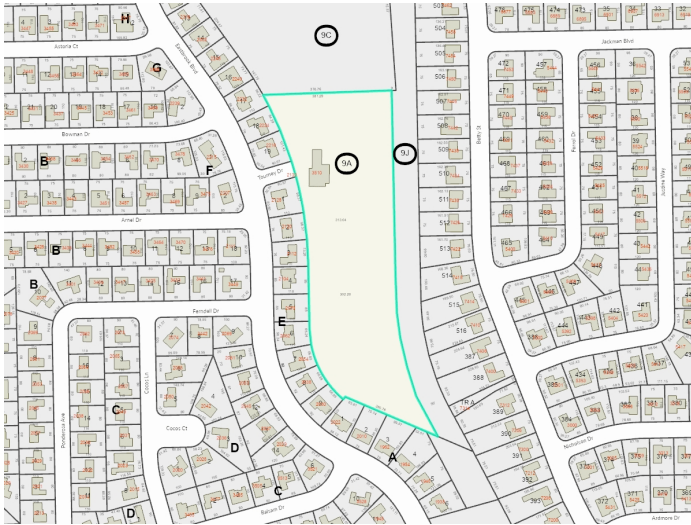
| | |
|---|--|
| 04/20/2017 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 01/26/2017 -- ANNUAL REPORT | View image in PDF format |
| 03/28/2016 -- ANNUAL REPORT | View image in PDF format |
| 04/19/2015 -- ANNUAL REPORT | View image in PDF format |
| 04/24/2014 -- ANNUAL REPORT | View image in PDF format |
| 08/19/2013 -- AMENDED ANNUAL REPORT | View image in PDF format |
| 04/26/2013 -- ANNUAL REPORT | View image in PDF format |
| 07/13/2012 -- ANNUAL REPORT | View image in PDF format |
| 04/24/2012 -- ANNUAL REPORT | View image in PDF format |
| 04/08/2011 -- ANNUAL REPORT | View image in PDF format |
| 04/28/2010 -- ANNUAL REPORT | View image in PDF format |
| 04/14/2010 -- Amendment | View image in PDF format |
| 09/01/2009 -- ANNUAL REPORT | View image in PDF format |
| 04/02/2009 -- ANNUAL REPORT | View image in PDF format |
| 07/28/2008 -- ANNUAL REPORT | View image in PDF format |
| 07/03/2008 -- Amended and Restated Articles | View image in PDF format |
| 02/08/2008 -- ANNUAL REPORT | View image in PDF format |
| 04/26/2007 -- ANNUAL REPORT | View image in PDF format |
| 05/22/2006 -- ANNUAL REPORT | View image in PDF format |
| 04/20/2005 -- ANNUAL REPORT | View image in PDF format |
| 04/09/2004 -- ANNUAL REPORT | View image in PDF format |
| 09/08/2003 -- Amendment | View image in PDF format |
| 01/16/2003 -- ANNUAL REPORT | View image in PDF format |
| 02/06/2002 -- ANNUAL REPORT | View image in PDF format |
| 04/26/2001 -- ANNUAL REPORT | View image in PDF format |
| 01/29/2000 -- ANNUAL REPORT | View image in PDF format |
| 03/25/1999 -- ANNUAL REPORT | View image in PDF format |
| 04/14/1998 -- ANNUAL REPORT | View image in PDF format |
| 05/13/1997 -- ANNUAL REPORT | View image in PDF format |
| 04/29/1996 -- ANNUAL REPORT | View image in PDF format |
| 04/10/1995 -- ANNUAL REPORT | View image in PDF format |

Property Record CardA



Parcel: 34-21-30-300-009A-0000
 Property Address: 3510 TOURNEY DR WINTER PARK, FL 32792
 Owners: FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS
 2025 Market Value \$770,564 Assessed Value \$770,564 Taxable Value \$0
 2024 Tax Bill \$0.00 Tax Savings with Non-Hx Cap \$9,911.35
 Churches property w/1st Building size of 5,233 SF and a lot size of 6.68 Acres

Parcel LocationA



Site ViewA



Parcel InformationA

| | |
|-------------------|--|
| Parcel | 34-21-30-300-009A-0000 |
| Property Address | |
| Mailing Address | 351 S STATE ROAD 434 ALTAMONTE SPG, FL 32714-3824 |
| Subdivision | |
| Tax District | 01:County Tax District |
| DOR Use Code | |
| Exemptions | 36-CHURCH/RELIGIOUS (2025) |
| AG Classification | |

Value SummaryA

| | 2025 Working Values | 2024 Certified Values |
|---|---------------------|-----------------------|
| Valuation Method | Cost/Market | Cost/Market |
| Number of Buildings | 1 | 1 |
| Depreciated Building Value | \$202,552 | \$196,301 |
| Depreciated Other Features | \$20,581 | \$16,136 |
| Land Value (Market) | \$547,431 | \$537,911 |
| Land Value Agriculture | \$0 | \$0 |
| Just/Market Value | \$770,564 | \$750,348 |
| Portability Adjustment | \$0 | \$0 |
| Save Our Homes Adjustment/Maximum Portability | \$0 | \$0 |
| Non-Hx 10% Cap (AMD 1) | \$0 | \$210,856 |
| P&G Adjustment | \$0 | \$0 |
| Assessed Value | \$770,564 | \$539,492 |

2024 Certified Tax SummaryA

| | |
|-----------------------------|------------|
| Tax Amount w/o Exemptions | \$9,911.35 |
| Tax Bill Amount | \$0.00 |
| Tax Savings with Exemptions | \$9,911.35 |

Note: Does NOT INCLUDE Non Ad Valorem Assessments

Owner(s)A

Name - Ownership Type

FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS

Legal DescriptionA

SEC 34 TWP 21S RGE 30E BEG NLY COR LOT 1
BLK A EASTBROOK SUBD UNIT 7 RUN S 41 DEG
4 MIN 55 SEC W 10 FT NWLY ON ELY LINES OF
EASTBROOK SUBD UNIT 8 993.4 FT E 381.29
FT SLY ON R/W DRAINAGE CANAL 1067.9 FT N
65 DEG 48 MIN 42 SEC W 280.76 FT TO BEG

TaxesA

| Taxing Authority | Assessed | Exempt Amount | Taxable |
|------------------------------------|-----------|---------------|---------|
| COUNTY GENERAL FUND | \$770,564 | \$770,564 | \$0 |
| Schools | \$770,564 | \$770,564 | \$0 |
| FIRE | \$770,564 | \$770,564 | \$0 |
| ROAD DISTRICT | \$770,564 | \$770,564 | \$0 |
| SJWM(Saint Johns Water Management) | \$770,564 | \$770,564 | \$0 |

SalesA

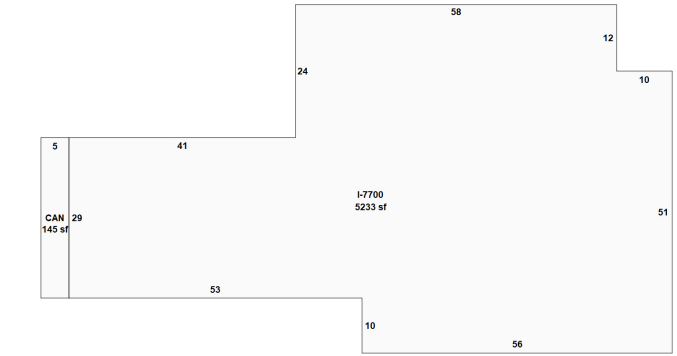
| Deed Type | Date | Sale Amount | Book / Page | Sale Type | Qualified? |
|-----------------------|-----------|-------------|-------------|-----------|------------|
| QUIT CLAIM DEED | 7/19/2024 | \$100 | 10664/1720 | Improved | No |
| SPECIAL WARRANTY DEED | 7/19/2024 | \$875,000 | 10664/1716 | Improved | No |
| WARRANTY DEED | 9/1/1985 | \$100 | 01871/1340 | Improved | No |

LandA

| Units | Rate | Assessed | Market |
|------------|----------------|-----------|-----------|
| 4.76 Acres | \$115,000/Acre | \$547,400 | \$547,400 |
| 1.54 Acres | \$20/Acre | \$31 | \$31 |

| Building InformationA | |
|-----------------------|-------------------------------|
| # | 1 |
| Use | MASONRY PILASTER . |
| Year Built* | 1969 |
| Bed | |
| Bath | |
| Fixtures | 0 |
| Base Area (ft²) | 5233 |
| Total Area (ft²) | |
| Constuction | METAL PREFINISHED - INSULATED |
| Replacement Cost | \$506,381 |
| Assessed | \$202,552 |

* Year Built = Actual / Effective



Drawn by: Ayesha Sheth

Building 1

| AppendagesA | |
|-------------|------------|
| Description | Area (ft²) |
| CANOPY | 145 |

| PermitsA | | | | |
|----------|---------------------------------------|----------|-----------|-------------|
| Permit # | Description | Value | CO Date | Permit Date |
| 04542 | 40X60 YMCA BASKETBALL COURT (4'SLAB). | \$2,200 | | 5/1/2001 |
| 03280 | DEMO | \$0 | | 4/1/2001 |
| 10093 | MISC BLDG | \$7,250 | | 12/1/1999 |
| 02391 | FIRE ALARM | \$519 | | 3/1/1999 |
| 08415 | YMCA EASTBROOK ALARM | \$25,500 | | 10/1/1998 |
| 07165 | YMCA ROOM ADDITION | \$99,774 | 5/25/1999 | 9/1/1998 |
| 02957 | MOVE SERVICE FOR EXT LIFT STAT | \$250 | | 5/1/1995 |
| 01791 | DAYCARE YMCA EASTBROOK | \$1,500 | 6/8/1994 | 3/1/1994 |

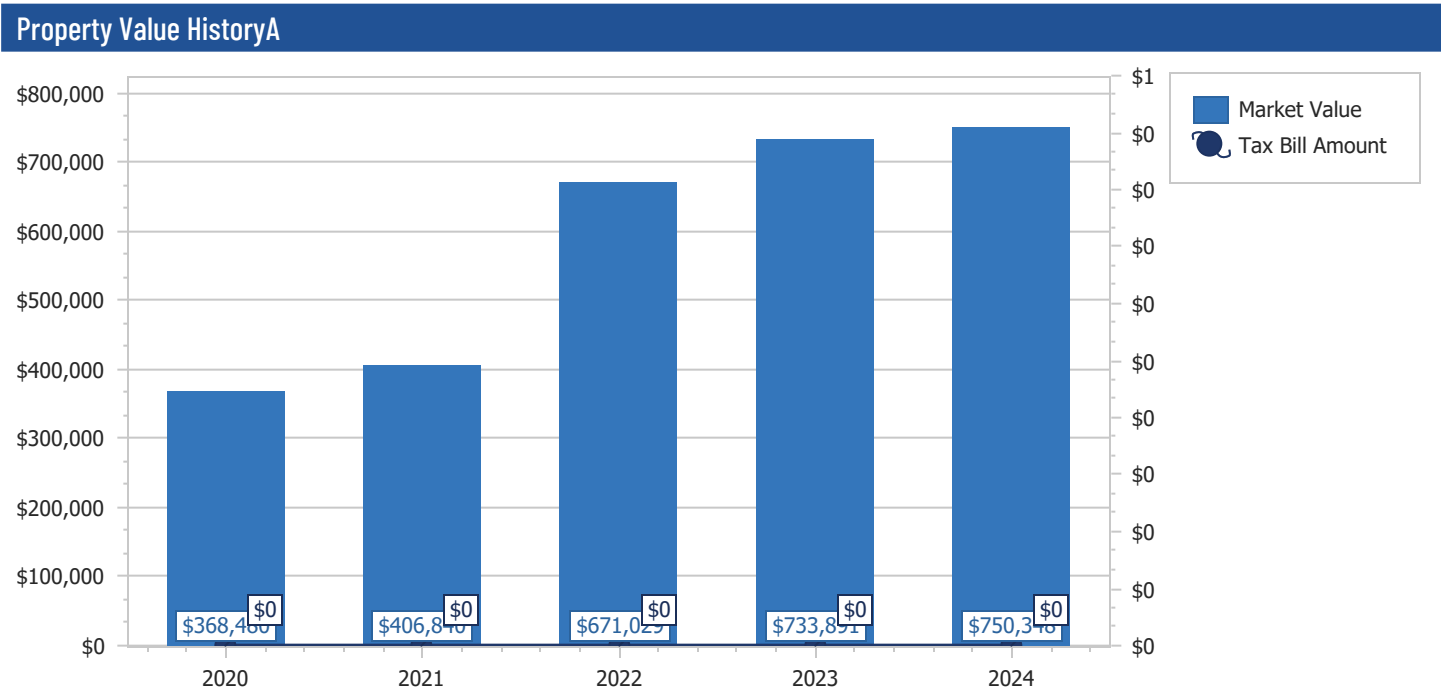
| Extra FeaturesA | | | | |
|-----------------------------|------------|-------|----------|----------|
| Description | Year Built | Units | Cost | Assessed |
| POOL COMMERCIAL - SF | 1979 | 2006 | \$17,392 | \$10,435 |
| COOL DECK PATIO | 1979 | 1150 | \$6,256 | \$2,502 |
| COMMERCIAL ASPHALT DR 2 IN | 1979 | 4000 | \$10,800 | \$4,320 |
| ALUM UTILITY BLDG W/CONC FL | 1995 | 600 | \$8,310 | \$3,324 |

| ZoningA | |
|-----------------|---------------------|
| Zoning | A-1 |
| Description | Agricultural-1Ac |
| Future Land Use | PD |
| Description | Planned Development |

| School DistrictsA | |
|-------------------|-------------|
| Elementary | Eastbrook |
| Middle | Tuskawilla |
| High | Lake Howell |

| Political RepresentationA | |
|---------------------------|-----------------------------|
| Commissioner | District 4 - Amy Lockhart |
| US Congress | District 7 - Cory Mills |
| State House | District 38 - David Smith |
| State Senate | District 10 - Jason Brodeur |
| Voting Precinct | Precinct 65 |

| UtilitiesA | |
|----------------|-----------------------|
| Fire Station # | Station: 23 Zone: 235 |
| Power Company | DUKE |
| Phone (Analog) | CENTURY LINK |
| Water | Casselberry |
| Sewage | City Of Casselberry |
| Garbage Pickup | |
| Recycle | |
| Yard Waste | |
| Hauler # | |



**Seminole County Government
Development Services Department
Planning and Development Division
Credit Card Payment Receipt**

If you have questions about your application or payment, please email us eplandes@seminolecountyfl.gov or call us at: (407) 665-7371.

Receipt Details

Date: 9/9/2025 5:08:10 PM
Project: 25-20500013
Credit Card Number: 43*****2026
Authorization Number: 103050
Transaction Number: 090925O3B-EF4266E9-C6DB-40F8-8BD9-04C56AEBDACE
Total Fees Paid: 5884.35

Fees Paid

| Description | Amount |
|--------------------------------|---------------|
| CC CONVENIENCE FEE -- PZ | 121.85 |
| REZONE WITH LUA (50% OF FEE)14 | 5762.50 |
| Total Amount | 5884.35 |

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

Comment Document – Initial Submittal

The DRC meeting allows 20 minutes per project to discuss and clarify any comments of concern. Additional comments or deletion of comments may result from discussions at the DRC meeting. The DRC Agenda can be found [HERE](#).

| | | |
|---|---|---------------------|
| PROJECT NAME: | SEVENTH DAY ADVENTIST - SSFLUA AND REZON | PROJ #: 25-20500013 |
| APPLICATION FOR: | PZ - PD | |
| APPLICATION DATE: | 9/02/25 | |
| RELATED NAMES: | Z2025-020; 09.25SS.01 | |
| PROJECT MANAGER: | KAITLYN APGAR (407) 665-7377 | |
| PARCEL ID NO.: | 34-21-30-300-009A-0000 | |
| PROJECT DESCRIPTION | PROPOSED SMALL SCALE FUTURE LAND USE AMENDMENT FROM PD TO PD AND REZONE FROM A-1 TO PD FOR A RELIGIOUS FACILITY ON 6.67 ACRES LOCATED ON THE EAST SIDE OF EASTBROOK BLVD AND TOURNEY DR | |
| NO OF ACRES | 6.67 | |
| BCC DISTRICT | 4: LOCKHART | |
| LOCATION | ON THE EAST SIDE OF EASTBROOK BLVD AND TOURNEY DR | |
| FUTURE LAND USE- | PD | |
| SEWER UTILITY | CITY OF CASSELBERRY | |
| WATER UTILITY | CITY OF CASSELBERRY | |
| <div>APPLICANT:CONSULTANT:</div> | | |
| <div>RYAN AMOS FLA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS ALTAMONTE SPRINGS FL 32714 (407) 644-5000 BETTYJEAN.MADER@FLORIDACONFERENCE.COM</div> <div>GREGORY CRAWFORD THOMAS & HUTTON ENGINEERING CO 5127 S ORANGE AVE STE 200 ORLANDO FL 32809 (407) 895-0324 CRAWFORD.G@TANDH.COM</div> | | |

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments from the ePlan review system. These items need responses with further information, data, explanation or revision of plans and documents before project approval.

Please itemize any and all revisions made to the development plan in addition to those made in response to staff comments; include a statement in your response to comments that no additional revisions have been made to the site plan beyond those stated.

For questions regarding the ePlan process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

See comments within the comment document for any fees due, as fees may be due for different aspects of your development project. Fees showing in ePlan reflect Planning & Development review or revision fees only.

State Permits that may be required:

FDOT, FDEP- UTILITIES, SJRWMD, ENVIRONMENTAL REPORTS, ARCHEOLOGICAL REPORTS, FDEP- ENVIRONMENTAL, SJRWMD- ENVIRONMENTAL, FFW, IF APPLICABLE.

AGENCY/DEPARTMENT COMMENTS

| | REVIEWED BY | TYPE | STATUS |
|----|------------------------|--|------------|
| 1. | Buffers and CPTED | Please state the Floor Area Ratio (FAR), Hours of Operation, and proposed building height in order to calculate required buffers. Buffers will be determined once these values are stated. | Unresolved |
| 2. | Buffers and CPTED | On the Master Development Plan page, please depict the buffer width and state the opacity of each buffer. | Unresolved |
| 3. | Buffers and CPTED | On the east and west sides, the parking drive aisle or parking spot are located closer than twenty-five (25) feet to the boundary of a residential district. This requires a buffer of 0.2 opacity, width of ten (10) feet, and a three (3) foot high masonry wall in addition to the required buffer. Please show this buffer as well as state within the site data on the Master Development Plan page and/or revise layout. | Unresolved |
| 4. | Buffers and CPTED | <p>The surrounding residential properties to the east, south, and west are considered a land use intensity of II. This will be used in calculating required buffers. Please see the following links for reference in calculating buffer requirements:</p> <p>Determination of land use intensity table- https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO LADECO_CH30ZORE_PT14LASCBUOPSP_S 30.14.6DELAUSCLIN</p> <p>Required buffer tables- https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO LADECO_CH30ZORE_PT14LASCBUOPSP_S 30.14.7REBU</p> | Info Only |
| 5. | Comprehensive Planning | Please revise the proposed permitted uses to ones that are defined in the Seminole County Land Development Code. For example, Churches fall into Civic Assembly. See Sec. 30.6.17. - Civic assembly uses. to determine if the proposed civic assembly use is neighborhood, community, or regional. List any other proposed uses. | Unresolved |
| 6. | Comprehensive Planning | Please revise the floor area ratio to state the ratio. The plan indicates the total floor area only. State the proposed AND the maximum you desire to be allowed for the PD. Otherwise, an increase in floor area in the future will require a major amendment. | Unresolved |
| 7. | Comprehensive Planning | Per OBJECTIVE FLU 4.4 PLANNED DEVELOPMENTS A. Purpose and Intent: The purpose and intent of this land use designation is to implement innovative arrangements of land development features that are not possible with | Unresolved |

| | | | |
|-----|--------------------------|---|------------|
| | | the use of standard land use designations and zoning districts. The proposed use and site design are possible with a standard land use designation. Staff recommends the land use be amended to LDR (Low Density Residential). Please revise the application to LDR, or provide justification/ alternative design to support the PD FLU. Staff understand the existing FLU is PD, but staff would support LDR. | |
| 8. | Comprehensive Planning | The attachment A worksheet states a letter confirming available capacity was attached but it doesn't appear to be attached. Please provide the letter. | Unresolved |
| 9. | Environmental Services | This development is not within Seminole County's utility service area. Please coordinate with the City of Casselberry to service it. No review required. | Info Only |
| 10. | Planning and Development | <p>Please provide a narrative addressing the following PD criteria in accordance with SCLDC Sec. 30.8.5.3:</p> <p>Greater Benefit and Innovation Criteria. PD zoning may be approved only when the Board determines that the proposed development cannot be reasonably implemented though existing provisions of this Code, and that a PD would result in greater benefits to the County than development under conventional zoning district regulations. Such greater benefits must include two or more of the following:</p> <p>(1) Natural resource preservation. (2) Crime Prevention (CPTED). (3) Neighborhood/community amenities. (4) Provision of affordable or workforce housing. (5) Reduction in vehicle miles traveled per household. (6) Transit-oriented development. (7) Provision of new multimodal connectivity. (8) Innovation in water or energy conservation. (9) Innovative development types not currently provided within the County but consistent with the goals of the Comprehensive Plan.</p> <p>Please also address the following goals:</p> <p>(1) How the proposed development addresses the goals of the Comprehensive Plan. (2) Why the proposed development cannot be achieved under an existing conventional or special zoning district. (3) How the proposed development provides an innovative approach to land development. (4) A description of benefits to the County that cannot be achieved under the existing provisions of this Code.</p> | Unresolved |
| 11. | Planning and Development | Please also demonstrate compliance with the following criteria: | Unresolved |

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| | | <p>(1)Meet or exceed the arbor, tree preservation, and tree planting requirements of this Code on a project-wide basis.</p> <p>(2)Minimize transportation impacts through design elements, which may include but are not limited to: multimodal connectivity; electric vehicle charging; infrastructure of pedestrian or bicycle infrastructure exceeding the minimum standards; shared transportation parking or devices; pedestrian-oriented architectural design; accommodation or neighborhood electric vehicles; transportation demand management; or permitting complementary uses.</p> | |
| 12. | Planning and Development | On the Master Development Plan page, please state all permitted uses proposed for the PD in the Site Data Table. Religious is not considered a land use, if the building is being used for a church then you may want to put "house of worship" or "assembly" in proposed uses, as well as any other potentially anticipated uses. | Unresolved |
| 13. | Planning and Development | On the Cover sheet and Master Development Plan pages, please remove the extra zero in the parcel ID. The PID should read, "34-21-30-300-009A-0000" | Unresolved |
| 14. | Planning and Development | Is Parcel 34-21-30-300-009C-0000 part of this request? If not, please remove reference to this parcel in the surveys and total area in the legal description. | Unresolved |
| 15. | Planning and Development | On the Master Development Plan, please state what each building will be used for. Please include number of seats in the assembly. | Unresolved |
| 16. | Planning and Development | Please revise the building setbacks section on the Master Development Plan. Please state what the requested (or required) building setbacks are for this PD in addition to the actual proposed setbacks. Please include the front yard setback proposed at 34 feet. These values will be utilized to establish new setback requirements in the PD. You may still keep the note at the bottom regarding the front yard setback waiver for reference. | Unresolved |
| 17. | Planning and Development | On the Master Development Plan, please change the Parking required description from "Office" to "Assembly". Please also state the parking stall dimensions (and number of spaces that have those dimensions) in accordance with SCLDC Sec. 30.11.6. See the following link for reference: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO_LADECO_CH30ZORE_PT11PALORE_S30.11.6DEOREPASP | Unresolved |

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| 18. | Planning and Development | Please provide net buildable acreage value for the Floor Area Ratio (FAR) value in the Site Data in accordance with the following definition per SCLDC: The total number of acres within the perimeter boundaries of a development, excluding areas devoted to rights-of-way widths, transmission and power line easements, lakes and areas defined as wetlands and floodprone areas. Please show this calculation. | Unresolved |
| 19. | Planning and Development | <p>Please make the following notes on the Master Development Plan:</p> <p>"Dumpster enclosure will meet Seminole County Land Development Code Sec. 30.14.15, Miscellaneous Design Standards. Dumpster enclosure will require a separate permit"</p> <p>"Outdoor lighting will comply with Seminole County Land Development Code Section 30.15, Outdoor Lighting Requirements. Outdoor lighting will require a separate permit."</p> <p>"All project signage shall comply with the Seminole County Land Development Code. All signs will require a separate permit." "Any outside storage of parts, supplies or materials shall be permitted only in an enclosed area."</p> | Unresolved |
| 20. | Planning and Development | Please provide the property legal description in a pdf. | Unresolved |
| 21. | Planning and Development | Any variation from the code requirements should have written justification. Please address this in your narrative and on the plan sheet, if applicable. | Info Only |
| 22. | Planning and Development | <p>Please provide bicycle parking in accordance with SCLDC Section 30.11.7.3 General Bicycle Parking Requirements. See the following link:</p> <p>https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO_LADECO_CH30ZORE_PT11PALORE_S30.11.7MIDEST</p> | Unresolved |
| 23. | Planning and Development | <p>Please be aware:</p> <p>Stormwater retention ponds may be counted toward the minimum required open space area subject to the following criteria:</p> <p>(1)The pond shall be sodded or dressed with equivalent ground cover; and</p> <p>(2)The pond shall be accessible to all employees and visitors and shall be landscaped and configured in a manner that results in a visual amenity for the site and shall include aesthetic features or amenities such as benches and/or picnic tables.</p> | Unresolved |

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| | | <p>(3)For wet ponds, if reclaimed water is unavailable, then the pond shall be designed to be utilized for landscape irrigation.</p> <p>(4)For wet ponds, littoral zones of ponds shall be vegetated with emergent native vegetation to the maximum extent possible, provided that maintenance of the pond is not impeded. Plans shall be reviewed and approved by the Natural Resource Officer or designee.</p> | |
| 24. | Planning and Development | <p>A community meeting in accordance with SCLDC Sec. 30.3.5. - Community meeting procedure is required. Staff recommends sending the flyer out prior to mailing in order to check that it is meeting code requirements. The list of neighboring properties can be obtained from the Property Appraiser's office. Please see the following link for more information- https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf</p> | Unresolved |
| 25. | Planning and Development | <p>On the Master Development Plan page, the site data states that total floor area after phase 2 will be 11,670 sq. ft., but the plan only calls out a single 6,600 sq. ft. building and does not dimension or identify the existing building. Please clearly depict the existing structure on this page.</p> | Unresolved |
| 26. | | <p>Per SCLDC Sec. 30.8.5.11 Phasing</p> <p>(1) Where a planned development is to be built in phases, the PD application shall include a proposed phasing plan for the site, including a schedule for completion of all improvements shown on the approved master development plan. Once a phasing plan has been approved, no land may be used and no building may be occupied except in accordance with such plan.</p> <p>(2)The purpose of a phasing plan is to ensure that crucial features serving the development are provided as needed and not delayed to the detriment of property owners and other users of the site. Such features may include, but are not limited to, buffers, stormwater retention, road access points and transit shelters. Phase configurations shall be logical and consistent with the purposes of the approved PD master plan. The Board of County Commissioners may stipulate that any or all portions of required landscaping and/or buffering, or other improvements and amenities be provided during the first phase of development, even though some buffer areas, improvements, or amenities or portions thereof lie outside the phase.</p> | |

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| 27. | Planning and Development | On the Master Development Plan page, please separate the floor area of the existing building and proposed building (as well as dimensions of each building) in the site data table. Please keep the total floor area for each phase. | Unresolved |
| 28. | Planning and Development | On the Master Development Plan page, please state the proposed Floor Area Ratio and Floor Area Ratio maximum for the PD. | Unresolved |
| 29. | Planning and Development | Please give dimensions as well as metes and bounds description of the parcel boundaries on the MDP page. | Unresolved |
| 30. | Planning and Development | On the Master Development Plan page, please place a note stating that, "Water and Sewer are provided by the City of Casselberry. Any proposed utility lines will be designed to meet City of Casselberry requirements. " | Unresolved |
| 31. | Planning and Development | Please add a note to the Master Development Plan page stating, "The developer will provide an internal pedestrian circulation system giving access to all portions of the development.". | Unresolved |
| 32. | Planning and Development | Please provide a utility capacity letter from the City of Casselberry. | Unresolved |
| 33. | Planning and Development | This property is located in the Econlockhatchee Protection Area. Please place a note on the Master Development Plan that states, "This property is located in the Econlockhatchee Protection Area and is subject to all Land Development Code provisions and Comprehensive plan policies that apply under this protection area." | Unresolved |
| 34. | Public Safety - Fire Marshal | Type of use and size of building may require fire sprinklers and fire alarms. | Info Only |
| 35. | Public Safety - Fire Marshal | Adequate water supply with fire flow calculations for fire protection (hydrants) shall be provided per section 18.3 and 18.4 of NFPA 1. | Info Only |
| 36. | Public Safety - Fire Marshal | Fire department access road shall have an unobstructed width of not less than 20 ft in accordance with the specifications of NFPA 1, Section 18.2.3.5.1.1 | Info Only |
| 37. | Public Safety - Fire Marshal | "All the following items shall be acknowledged and added to the site plan sheets as note: 1.Fire department access roads provided at the start of a project and shall be maintained throughout construction. (NFPA 1, 16.1.4). 2.A second entrance/exit might be required per AHJ if the response time for emergency is exceeded per NFPA 1, Section 18.2.3.3 Multiple Access Roads. 3.A water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material accumulates. This applies to both commercial and residential developments. (NFPA 1, 16.4.3.1). 4.Where underground water mains | Info Only |

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| | | and hydrants are to be provided, they shall be installed, completed, and in service prior to construction work. (NFPA 1, 16.4.3.1.3). 5.Fire flow testing shall be performed in accordance with NFPA 291, recommended practice for fire flow testing. 6.A 36 in. clear space shall be maintained around the circumference of fire hydrants and a clear space of not less than 60 in. (1524 mm) shall be provided in front of each hydrant connection having a diameter greater than 2 1/2 in. NFPA 1, 18.5.7. 7.Hydrant shall be marked with a blue reflector in the roadway in accordance with NFPA 1, chapter 18.5.10. 8.Access to gated Subdivisions or Developments shall provide Fire Department access through an approved SOS and Seminole County Knox Key Switch. NFPA 1, 18.2.2.2" | |
| 38. | Public Safety - Fire Marshal | Dead end fire department access roads in excess of 150 ft in length shall be provided with approved provisions for the fire apparatus to turn around per section 18.2.3.5.4 of NFPA 1 | Info Only |
| 39. | Public Safety - Fire Marshal | Include turning radius analysis with plans. * Turning radius analysis based on aerial truck Specifications. (Section 18.2.3.4.3. NFPA 1) Fire Truck Parameters: Pierce Arrow XT Chassis Aerial Platform 100 Inside Cramp Angle: 40 Degrees Axle Track: 82.92 inches Wheel Offset: 4.68 inches Tread Width: 16.3 inches Chassis Overhang: 78 inches Additional Bumper Depth: 26 inches Front Overhang: 137.6 inches Wheelbase: 266 inches Overall length: 576 inches Calculated Turning Radius: Inside Turn: 25 ft. 4 in. Curb to Curb: 41 ft. 1 in. Wall to Wall: 48 ft. 1 in. Overall length: 48 ft | Info Only |
| 40. | Public Works - County Surveyor | The boundary survey does not meet the requirements of 5j-17.052 review the requirements, at a minimum most of the corner monumentation is not identified. | Unresolved |
| 41. | Public Works - Engineering | The site is in a FEMA flood Zone "A". There is a Seminole County basin study with a known elevation of 82.73' NGVD 29. The finished floor is required to be 1-foot above this elevation preferably higher. Please adjust the FFE or remove it and add a note that the FFE will be a minimum 1' above the flood elevation. | Unresolved |
| 42. | Public Works - Engineering | Most of the site is well below the flood elevation. No impacts are allowed to the flood elevation based on the County basin study without volumetric compensation. Please provide a note on the plans stating as such. | Unresolved |
| 43. | Public Works - Engineering | Please remove all elevation data from the preliminary plans or revise to be out of the flood plains and show where the compensation. | Unresolved |

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| 44. | Public Works - Engineering | All post development flood plains are required to be placed in conservation. This will have to be calculated and addressed at final engineering. | Info Only |
| 45. | Public Works - Engineering | The site should have a left turn lane off of Eastbrook Boulevard. Based on a church use this may be waved with traffic justification statement and approval from the County Engineer. Please show the turn lane or provide the justification statement. | Unresolved |
| 46. | Public Works - Impact Analysis | A Traffic Impact Study (TIS) may be required for this project if the new net external trip generation for the site generates more than 50 weekday peak hour trips based on the ITE Trip Generation Manual, 11th Ed. The TIS is to be prepared in accordance with the County's TIS Requirements for Concurrency guidelines. A methodology for the TIS is to be submitted to County Staff for review and approval prior to submittal of the TIS itself. Contact Mr. Arturo Perez, P.E. for requirements at (407) 665-5716 or via email to aperez07@seminolecountyfl.gov . | Info Only |

AGENCY/DEPARTMENT REVIEWER CONTACT AND STATUS

This section shows the reviewers of this project from the various County agencies.

| Department | Reviewer | Email | Contact | Status |
|--------------------------------|-------------------|----------------------------------|----------------|---------------------------------------|
| Buffers and CPTED | Kaitlyn Apgar | kapgar@seminolecountyfl.gov | 407-665-7377 | Corrections Required |
| Building Division | Daniel Losada | dlosada@seminolecountyfl.gov | 407-665-7468 | No Review Required |
| Comprehensive Planning | Maya Athanas | mathanas@seminolecountyfl.gov | 407-665-7388 | Corrections Required |
| Environmental Services | James Van Alstine | jvanalstine@seminolecountyfl.gov | 407-665-2014 | No Review Required |
| Natural Resources | Sarah Harttung | sharttung@seminolecountyfl.gov | 407-665-7391 | Review Complete Recommend Approval |
| Planning and Development | Kaitlyn Apgar | kapgar@seminolecountyfl.gov | 407-665-7377 | Corrections Required |
| Public Safety - Fire Marshal | Matthew Maywald | mmaywald@seminolecountyfl.gov | 407-665-5177 | Approved |
| Public Works - Engineering | Jim Potter | jpotter@seminolecountyfl.gov | 407-665-5764 | Corrections Required |
| Public Works - Impact Analysis | Arturo Perez | aperez07@seminolecountyfl.gov | (407) 665-5716 | No Review Required |
| Public Works-County Surveyor | Raymond Phillips | rphillips@seminolecountyfl.gov | 407-665-5647 | Corrections Required |

The next submittal, as required below, will be your:

☒ 1st RESUBMITTAL

| DATE | RESUBMITTAL FEE DUE | ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW: |
|--|--|--|
| 12/11/2025 | The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i> | Raymond Phillips, Maya Athanas, Kaitlyn Apgar, Jim Potter |
| <p>The initial application fee allows for the initial submittal review plus two resubmittal reviews. For the fourth review and each subsequent review, the resubmittal fees are as follows:</p> <p>Major Review (3+ reviewers remaining) – 50% of original application fee</p> <p>Minor Review (1-2 reviewers remaining) – 25% of original application fee</p> | | |

Summary of Fees: <http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml>

NOTE: Other fees may be due. See comments for any additional fees due for your development project. (example: Addressing fee)

Upon completion of your plan review process, Planning and Development staff must authorize and stamp plans for construction use. Once you receive an approval letter from Seminole County, the site contractor must contact Seminole County Planning and Development Inspections to schedule a pre-construction conference prior to the start of any site work. Upon issuance of the site permit, your approved drawings and/or documents will be released to you through the ePlan System. For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

Cities:

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| Altamonte Springs | (407) 571-8000 | www.altamonte.org |
| Casselberry | (407) 262-7700 | www.casselberry.org |
| Lake Mary | (407) 585-1449 | www.lakemaryfl.com |
| Longwood | (407) 260-3440 | www.longwoodfl.org |
| Oviedo | (407) 971-5555 | www.cityofoviedo.net |
| Sanford | (407) 688-5000 | www.sanfordfl.gov |
| Winter Springs | (407) 327-1800 | www.winterspringsfl.org |

Other Agencies:

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| Florida Dept of Transportation | FDOT | www.dot.state.fl.us |
| Florida Dept of Enviro Protection | FDEP | (407) 897-4100 www.dep.state.fl.us |
| St. Johns River Water Mgmt Dist | SJRWMD | (407) 659-4800 www.sjrwmd.com |
| Health Department | Septic | (407) 665-3621 |

Other Resources:

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| Flood Prone Areas | www.seminolecountyfl.gov/gm/building/flood/index.aspx |
| Watershed Atlas | www.seminole.wateratlas.usf.edu |
| Seminole Co. Property Appraiser | www.scpafl.org |