

**SEMINOLE COUNTY GOVERNMENT**

1101 EAST FIRST STREET, WEST WING  
SANFORD, FLORIDA 32771

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>HENDERSON HILL - REZONE</b>	<b>PROJ #: 25-20000010</b>
APPLICATION FOR:	PZ - REZONE (EXCL PD)	
APPLICATION DATE:	12/15/25	
RELATED NAMES:	Z2025-025	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	30-19-30-514-0000-0020	
NO OF ACRES	4.33	
BCC DISTRICT	5-ANDRIA HERR	
LOCATION	ON THE NORTHWEST CORNER OF W SR 46 AND HENDERSON LN	
FUTURE LAND USE-	COM	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
ANDREW HILL HILL/GRAY SEVEN LLC 415 S ORANDO AVE WINTER PARK FL 32789 (407) 365-5775 DREW@HILLGRAYSEVEN.COM	ROBERT ZIEGENFUSS Z DEVELOPMENT SERVICES 1201 E ROBINSON ST ORLANDO FL 32801 (407) 271-8910 PERMITS@ZDEVELOPMENTSERVICES.COM	

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

NO.	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED Annie Sillaway	A full buffer review will be conducted at the site plan review. Please be aware that any development must conform to the SCLDC Ch 30. Part 67, including parking lot landscaping, nuisance buffering, and wetland buffering.	Info Only
2.	Buffers and CPTED Annie Sillaway	Sec. 30.14.8. - Parking buffers.  A parking buffer shall be required where a parking lot, or parking structure, drive aisle, and/or loading dock is located within twenty-five (25) feet of the boundary of a residential district or Future Land Use designation. Such buffer shall be in addition to any buffer required under Section 30.14.7.	Info Only
3.	Buffers and CPTED Annie Sillaway	The subject property is within the State Road 46 Gateway Corridor Overlay. At the time of Site Plan approval, the Applicant would need to show compliance with Sec. 30.10.11.4 (a-g) Required corridor landscaped buffer and buffer requirements.  (a) A landscape buffer at least twenty-five (25) feet in width, which shall be greater if a more restrictive setback is required by the underlying zoning classification, shall be provided abutting the State Road 46 right-of-way line; provided, however, that the buffer width may be reduced to a minimum of fifteen (15) feet if the Planning Manager finds that the parcel is less than two hundred five (205) feet deep.(b)The buffer area shall be planted with two (2) rows of trees (seventy-five (75) percent live oaks and twenty-five (25) percent of trees from the list of trees set forth in Section 30.10.11.15 (a) which are determined by the Planning Manager to form a canopy along the corridor) with each tree having a minimum three (3) inch diameter measured one (1) foot above the ground at planting. The trees shall be planted every fifty (50) feet and staggered. A minimum of four (4) sub-canopy trees per one hundred (100) feet of road frontage shall be planted in and abut access points and intersections. The first row of canopy trees shall be planted along a line ten (10) feet back from the right-of-way line.(c)Existing or dedicated public or private right-of-way and right-of-way that is reserved pursuant to a development order, development permit, site plan, plat, or other land use approval shall not be included in calculation of the buffer width.(d)Stormwater	Info Only

		retention areas may be placed in the buffer area provided that a landscaped water retention area would result in a water amenity and be consistent with the purposes set forth in Section 30.10.11.1.(e)If a parking area abuts the buffer area, a continuous shrub hedge shall be arranged or planted to ensure that a height of three (3) feet will be attained within one (1) year of planting so as to screen a minimum of seventy-five (75) percent of the parking area, to that height, as viewed from the right-of-way.(f)Existing vegetation shall be used to the maximum extent practicable as determined by the Planning Manager to meet the requirements of this Section.(g)Landscaped areas shall be irrigated and the property owner shall be responsible for the purchase, installation, maintenance, and irrigation of all required landscaping and the purchase, installation, and maintenance of irrigation systems.	
4.	Building Division Phil Kersey	Standard building permitting will apply for any building and/ or structure. - Each separate building and/ or structure will require a separate permit. Example: each building, stand-alone structure, dumpster enclosure, fence/ gate systems, etc.....	Info Only
5.	Environmental Services James Van Alstine	Seminole County Utilities has no objection to the proposed rezone and will be the water, sewer, and reclaim provider for this project.	Info Only
6.	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
7.	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
8.	Natural Resources Sarah Harttung	Based on preliminary analysis, there may be endangered and threatened wildlife on the subject property. A threatened and endangered study along with a species of special concern survey will be required prior to final engineering or site plan approval. SCLDC 45.1(a)	Info Only

9.	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
10.	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
11.	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
12.	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
13.	Natural Resources Sarah Harttung	In the case of a subdivision development, an application for an arbor permit shall accompany the preliminary subdivision plan of said subdivision and shall be submitted to the Development Review Division for review. SCLDC 60.10(a)(1)	Info Only
14.	Natural Resources Sarah Harttung	In the case of any development which requires site plan approval by the Planning and Zoning 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)	Info Only
15.	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
16.	Natural Resources Sarah Harttung	For future submittals: 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.	Planning and Development Annie Sillaway	Please provide a separate legal description of the property.	Unresolved
18.	Planning and Development	<b><u>Community Meeting Procedures Section 30.3.5.3</u></b>	Unresolved

	Annie Sillaway	<ul style="list-style-type: none"> <li>• 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 <b>at least twenty (20) calendar days</b> 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.</li> <li>• 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).</li> </ul>	
19.	Planning and Development Annie Sillaway	The subject site is located within the State Road 46 Gateway Corridor and is required to comply with applicable corridor standards, including, but not limited to, a minimum building setback of fifty (50) feet from the right-of-way line, required landscape buffers, and signage regulations in accordance with Section 30.10.11 of the SCLDC. Compliance with these requirements must be demonstrated at the time of Site Plan approval.	Info Only
20.	Planning and Development Annie Sillaway	New Public Notification Procedures are required for all Future land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Public Notification Procedures link in the Resources tab located at the top of your ePlan task window or below for the requirements: <a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Public-Notice-Amendment-Procedures.pdf</a>	Info Only
21.	Public Safety - Fire Marshal Matthew Maywald	Future building shall require: 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
22.	Public Safety - Fire Marshal Matthew Maywald	Future building may require : 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
23.	Public Safety - Fire Marshal Matthew	Future building shall require : Access to a door: Fire department access roads shall extend to within 50 FT of at least one exterior door that can be opened from the	Info Only

	Maywald	outside and that provides access to the interior of the building per Section 18.2.3.2.1 NFPA 1	
24.	Public Safety - Fire Marshal Matthew Maywald	Future building shall require: Fire department access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inch (NFPA 1, 18.2.3.5.1.2)	Info Only
25.	Public Safety - Fire Marshal Matthew Maywald	"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 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 21/2 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"	Info Only
26.	Public Works - Engineering Jim Potter	The site is in a land locked area and will have to hold 100-year, 24-hour total retention at final engineering.	Info Only
27.	Public Works - Engineering Jim Potter	No specific issues noted for traffic review. Note that a full traffic Study will be required at final engineering. Please note that depending on the traffic generated a signal warrant analysis may be required. Please co-ordinate with Public Works Arturo Perez (407-665-5716) for methodology.	Info Only
28.	Public Works - Engineering Jim Potter	Any connection or revision to the SR46 ROW will require an FDOT permit.	Info Only
29.	Public Works - Impact Analysis Jim Potter	Based on the size of lot and the C-2 zoning request a full traffic Study will be required at final engineering.	Info Only

**AGENCY/DEPARTMENT EFORM COMMENTS AND PROJECT STATUS**

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

DEPARTMENT	STATUS	REVIEWER
Environmental - Impact Analysis	No Review Required	Becky Noggle 407-665-2143 <a href="mailto:bnoggle@seminolecountyfl.gov">bnoggle@seminolecountyfl.gov</a>
Environmental Services	Approved	James Van Alstine 407-665-2014 <a href="mailto:jvanalstine@seminolecountyfl.gov">jvanalstine@seminolecountyfl.gov</a>
Planning and Development	Corrections Required	Annie Sillaway 407-665-7936 <a href="mailto:asillaway@seminolecountyfl.gov">asillaway@seminolecountyfl.gov</a>
Comprehensive Planning	Approved	Maya Athanas 407-665-7388 <a href="mailto:mathanas@seminolecountyfl.gov">mathanas@seminolecountyfl.gov</a>
Public Safety - Fire Marshal	Approved	Matthew Maywald 407-665-5177 <a href="mailto:mmaywald@seminolecountyfl.gov">mmaywald@seminolecountyfl.gov</a>
Public Works - Engineering	Review Complete Recommend Approval	Jim Potter 407-665-5764 <a href="mailto:jpotter@seminolecountyfl.gov">jpotter@seminolecountyfl.gov</a>
Public Works - Impact Analysis	No Review Required	Arturo Perez Arturo Perez 407-665-5716 <a href="mailto:aperez07@seminolecountyfl.gov">aperez07@seminolecountyfl.gov</a>
Buffers and CPTED	No Review Required	Annie Sillaway 407-665-7936 <a href="mailto:asillaway@seminolecountyfl.gov">asillaway@seminolecountyfl.gov</a>
Natural Resources	Review Complete Recommend Approval	Sarah Harttung 407-665-7391 <a href="mailto:sharttung@seminolecountyfl.gov">sharttung@seminolecountyfl.gov</a>
Building Division	Approved	Phil Kersey 407-665-7460 <a href="mailto:Pkersey@seminolecountyfl.gov">Pkersey@seminolecountyfl.gov</a>
Public Works – County Surveyor	Review Completed Recommend Approval	Raymond Phillips 407-665-5647 <a href="mailto:rphillips@seminiolecountyfl.gov">rphillips@seminiolecountyfl.gov</a>

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

☒ 1<sup>st</sup> RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
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1/13/2026	<p>The application fee allows for the initial submittal plus two resubmittals.</p> <p><i>Note: No resubmittal fee for small site plan</i></p>	Annie
<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> <p>Summary of Fees: <a href="http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml">http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml</a></p> <p><b>NOTE:</b> Other fees may be due. See comments for any additional fees due for your development project. (example: Addressing fee)</p>		

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:

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

#### Other Agencies:

Florida Dept of Transportation	<b>FDOT</b>	<a href="http://www.dot.state.fl.us">www.dot.state.fl.us</a>
Florida Dept of Enviro Protection	<b>FDEP</b> (407) 897-4100	<a href="http://www.dep.state.fl.us">www.dep.state.fl.us</a>
St. Johns River Water Mgmt Dist	<b>SJRWMD</b> (407) 659-4800	<a href="http://www.sjrwmd.com">www.sjrwmd.com</a>
Health Department	<b>Septic</b> (407) 665-3621	

#### Other Resources:

Flood Prone Areas	<a href="http://www.seminolecountyfl.gov/gm/building/flood/index.aspx">www.seminolecountyfl.gov/gm/building/flood/index.aspx</a>
Watershed Atlas	<a href="http://www.seminole.wateratlas.usf.edu">www.seminole.wateratlas.usf.edu</a>
Seminole Co. Property Appraiser	<a href="http://www.scpafl.org">www.scpafl.org</a>