

**SEMINOLE COUNTY
LOCAL PLANNING AGENCY/
PLANNING AND ZONING COMMISSION
COUNTY SERVICES BUILDING
1101 EAST FIRST STREET
SANFORD, FLORIDA
BOARD CHAMBERS, ROOM 1028**

**WEDNESDAY, SEPTEMBER 3, 2025
6:00 PM**

MINUTES

CALL TO ORDER AND ROLL CALL

Present (6): Chairman Mike Lorenz, Vice Chairman Tim Smith, Commissioner Lourdes Aguirre, Commissioner Carissa Lawhun, Commissioner Dan Lopez, and Commissioner Brandy Ioppolo

Absent (1): Commissioner Richard Jerman

ACCEPT PROOF OF PUBLICATION

A motion was made by Vice Chairman Tim Smith, seconded by Commissioner Carissa Lawhun to accept the Proof of Publication. **The motion passed unanimously.**

Ayes (6): Chairman Mike Lorenz, Vice Chairman Tim Smith, Commissioner Lourdes Aguirre, Commissioner Carissa Lawhun, Commissioner Dan Lopez, and Commissioner Brandy Ioppolo

APPROVAL OF MINUTES

A motion was made by Commissioner Brandy Ioppolo, seconded by Vice Chairman Tim Smith to approve the August 6, 2025 Minutes, as submitted. **The motion passed unanimously.**

Ayes (6): Chairman Mike Lorenz, Vice Chairman Tim Smith, Commissioner Lourdes Aguirre, Commissioner Carissa Lawhun, Commissioner Dan Lopez, and Commissioner Brandy Ioppolo

TECHNICAL REVIEW ITEMS

Approve the Preliminary Subdivision Plan for the Ryder Reserve Subdivision containing four (4) residential lots on approximately 23.07 acres zoned A-5 (Agriculture), located on the east side of Coffee Trail, approximately 1,700 feet north of Lake Geneva Road (Dustin Holloway, Applicant) District 2 – Zembower (Annie Sillaway, Principal Planner).

Annie Sillaway, Principal Planner, presented this item as stated in the Staff report. She further stated that the subject property has an A-5 (Rural) zoning designation and a Future Land Use designation of Rural-5, which allows a density of one (1) dwelling unit per five (5) net buildable acres. The four (4) newly created lots meet the minimum lot size of five (5) acres with a minimum lot width at building line of 150 feet. The development does not have direct access onto Lake Geneva Drive; therefore, access will be via a private forty (40) foot access easement known as Coffee Trail. The subject property is located within the rural boundary of Seminole County and each newly created lot will use a well and septic system. The PSP complies with Chapter 35 of the Seminole County Land Development Code. Staff recommends approval of this Technical Review item.

Shane Ryder, the applicant, stated that this is a straightforward request and has nothing further to add to Ms. Sillaway's presentation.

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

A motion was made by Commissioner Carissa Lawhun, seconded by Commissioner Dan Lopez to approve the Ryder Reserve Subdivision Preliminary Subdivision Plan.

Ayes (6): Chairman Mike Lorenz, Vice Chairman Tim Smith, Commissioner Lourdes Aguirre, Commissioner Carissa Lawhun, Commissioner Dan Lopez, and Commissioner Brandy Ioppolo

PUBLIC HEARING ITEMS

Comprehensive Plan Amendment Transmittal – Transmittal of proposed text amendments to the following portions of the Seminole County Comprehensive Plan: Introduction, Transportation, Public School Facilities, Intergovernmental Coordination, and Capital Improvement Elements and Public School Facilities Exhibit to implement the 2021 School Interlocal Agreement, to expand options for transit services, and provide a definition for micro-transit; Countywide (David German, Project Manager).

David German, Senior Planner, presented this item as stated in the Staff report. He further stated The 2021 Schools Interlocal Agreement (ILA) was formally adopted on December 9th, 2024, with a deadline to adopt the updated language into the Comprehensive Plan by October 9th, 2025. These updates include new language for definitions, updated Level of Service and facilities standards, and adoption of the School Board's 5-year Capital Improvement Plan into the County's Capital Improvement Element. This was done by reference to the School District's Budget Book, which houses their capital improvement plan. The amendments to the Comprehensive Plan related to the School ILA are intended to create consistency and be compliant with the agreement.

Neysa Borkert, Deputy County Attorney, explained the reason that this is the 2021 School Concurrence Agreement. She further stated that this agreement was signed by the County, the School District, and all cities, except for the City of Winter Springs. The City of Winter Springs executed the agreement on December 9, 2024 and that is when the agreement went into effect. The County has a time period when we can do these Comprehensive Plan Amendments and there was a hold-up with the School District in providing their updated CIE,

so that we could integrate that into our Comprehensive Plan. We are on schedule and we are looking to transmit before the October deadline. We were waiting for this to be fully executed and we weren't just sitting on it.

David German continued his presentation. The other updates in this amendment are due to the expansion of the Transportation system in Seminole County. "Scout" is a new Micro-transit system which requires the Comprehensive Plan to incorporate new language and definitions. This includes a definition of Micro-transit in the Introduction Element and language to specify funding sources in the Transportation Element. These changes are consistent with the plan that the County has voted to implement for the new Micro-transit system and its funding. At the August 11, 2025 Board meeting, the Board of County Commissioners voted to enact a 5 cent fuel tax which will be incorporated into the Comprehensive Plan. Adopting the proposed updates by January 1, 2026 will make Scout eligible for funding by the fuel tax. The amendment to the Comprehensive Plan will require transmittal to the State for review and will need to be reviewed by the Board of County Commissioners. Staff requests is requesting that the Planning and Zoning Commission recommend the Board of County Commissioners approve transmittal of the proposed Ordinance amending the Seminole County Comprehensive Plan by revising the Introduction, Transportation, Public School Facilities, Intergovernmental Coordination, and Capital Improvement Elements to implement the 2021 School Interlocal Agreement, expand options for transit services and provide a definition for micro-transit.

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

A motion was made by Commissioner Brandy Ioppolo, seconded by Commissioner Lourdes Aguirre to approve and refer the Transmittal of the proposed Comprehensive Plan Amendment. **The motion passed unanimously.**

CLOSING BUSINESS

No Development Services report.

ADJOURNMENT

Having no further business, the meeting adjourned at 6:11 PM.