

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

Please review the comments below. If upon reviewing the comments you determine that you would like to be scheduled for a 20 minute meeting with the Development Review Committee (DRC), please email your request to attend to devrevdesk@seminolecountyfl.gov or call (407) 665-7374 no later than noon on Friday, November 7, 2025, in order to place you on the Wednesday, November 12, 2025 meeting agenda.

MEETINGS ARE HELD IN A HYBRID FORMAT (IN-PERSON AND VIRTUALLY). IF YOU REQUEST A MEETING, PLEASE INDICATE WHETHER YOU WOULD LIKE TO ATTEND THE MEETING IN-PERSON OR VIRTUALLY.

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

PROJECT NAME:	MAGNOLIA TOWNS – PRE-APPLICATION	PROJ #: 25-80000113
APPLICATION FOR:	DR - PRE-APPLICATION	
APPLICATION DATE:	10/20/25	
RELATED NAMES:	EP RAQUEL GUERRA	
PROJECT MANAGER:	HILARY PADIN (407) 665-7331	
PARCEL ID NO.:	07-21-30-300-0610-0000	
PROJECT DESCRIPTION:	PROPOSED REZONE FROM R-1 TO R-3 OR R-3A FOR A 14-UNIT TOWNHOME DEVELOPMENT	
NO OF ACRES:	1.44	
BCC DISTRICT:	4-LOCKHART	
CURRENT ZONING:	R-1	
LOCATION:	EAST SIDE OF RONALD REAGAN BLVD AND MARKER ST	
FUTURE LAND USE	LDR	
APPLICANT:		CONSULTANT:
RAQUEL GUERRA TRHAUS 11643 SWIFT WATER CIR ORLANDO FL 32817 (407) 921-0773 RGUERRA@ACDBUILDERS.COM		N/A

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 (FLU) of Medium Density Residential and a zoning designation of R-1 (Single-Family Dwelling).
- Staff may support a Rezone to R-3A (Multiple-Family Dwelling) zoning district.
- The subject site is located within the City of Altamonte Springs Utility service area. Please contact the City at (407) 571-8000 to discuss utility requirements and a pre-annexation agreement prior to submitting a formal application with the County for development.

PROJECT AREA ZONING AND AERIAL MAPS

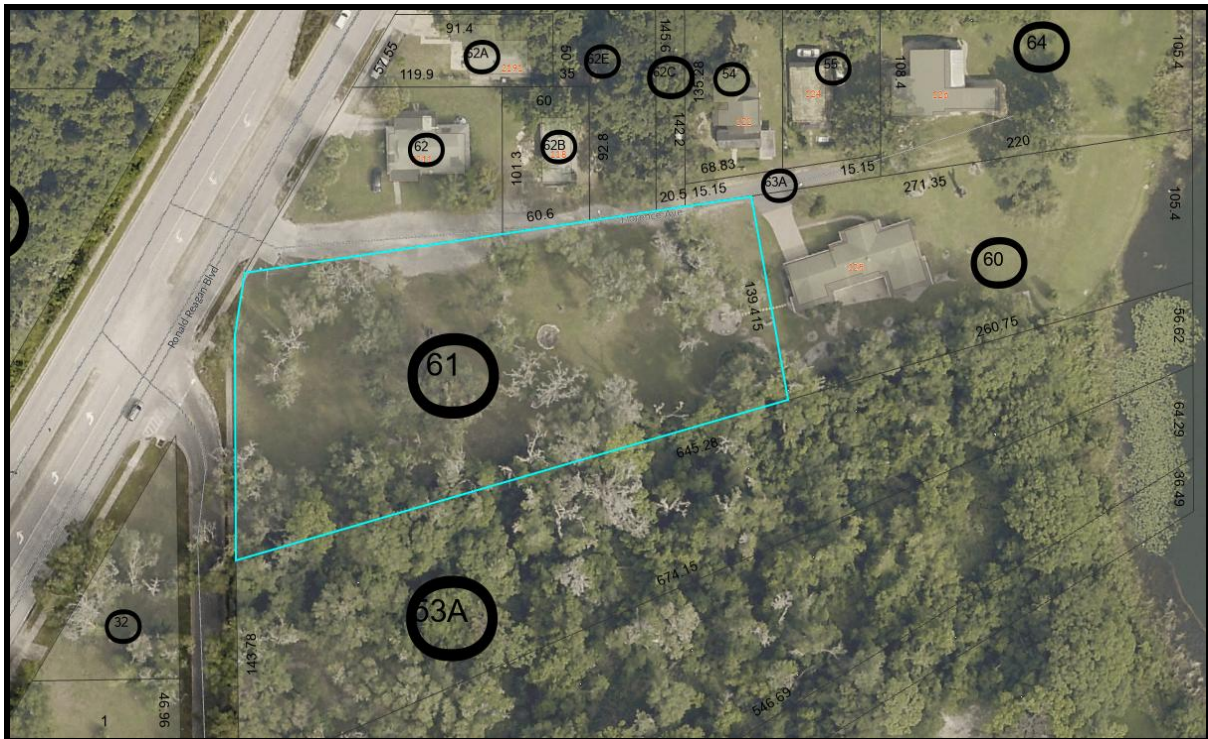
Zoning



Future Land Use



Aerial



AGENCY/DEPARTMENT COMMENTS

#	REVIEWED BY	TYPE
1	Buffers and CPTED	A full buffer review will be done at time of Rezone. Upon submittal of plans, to calculate the required buffers please provide: 1. Net buildable Area. 2. Hours of Operation. 3. Floor Area Ratio. 4. Impervious Surface Ratio. 5. Building Height
2	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
3	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. Section 30.14.6: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.6DELAUSCLIN
4	Buffers and CPTED	Buffer information can be found here: https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU
5	Buffers and CPTED	Per SCLDC Section 30.14.15, all solid waste containers, except approved recycling containers, shall be enclosed on at least three (3) sides with a six (6) foot screen. The screen shall consist of a brick or masonry wall, or other durable, low-maintenance material consistent with the finish of the primary building, as approved by the Development Services Director. Masonry walls shall have a finished surface on the exterior side. Refuse container enclosures shall have gates with spring-loaded hinges or the equivalent, and fasteners to keep them closed at all times except during refuse pick-up. The Development Services Director may require that a hedge or similar landscaping material surround the enclosure walls. The container and enclosure shall be oriented so that the opening faces away from public streets and adjoining properties. A concrete or asphalt pad of appropriate size and construction shall be provided as a base for the container. The container pad shall be at the approximate level of the service vehicle approach area so that the truck's loading mechanism can align with the container's sleeves. The screened enclosure shall not be located in any street right-of-way or required landscape buffer. Containers and enclosures shall be located to allow ease of access for collection trucks and direct access to drive areas. Straight-in or circular drives are encouraged to reduce truck maneuvering problems. No parking or other obstructions shall be permitted in front of such containers and enclosures. Hours of operation for emptying such containers may be specified during the site plan review process based on compatibility with adjacent properties to limit noise.

6	Buffers and CPTED	Parking lot landscaping will be required in accordance with SCLDC Sec. 30.14.13.
7	Buffers and CPTED	Per SCLDC Section 30.14.8 a parking buffer shall be required where a parking lot, parking structure or drive aisle is located within 25 feet of the boundary of a residential district or Future Land Use designation. This buffer is in addition to any buffer required under Section 30.14.7.
8	Building Division	10/30/25: - Standard building permitting will apply - Each townhome will require a separate permit package - Each townhome building can be one plan set, and that plan set can be uploaded to each applicable townhome permit for that building. - Separate permits required for any additional structures, such as signage, fence/ gates systems, etc...
9	Comprehensive Planning	Site has a Future Land Use of MDR (Medium Density Residential). The purpose and intent of this land use designation is to provide for a range of residential uses at a maximum density of 10 dwelling units per net buildable acre and allow for the conversion of existing residential units to residential professional office uses in the Residential Professional zoning classification. The proposed use appears consistent with the MDR Future Land Use and needs to meet all requirements of the underlying zoning district.
10	Comprehensive Planning	Site is located in the Urban Corridor. Please note Policy FLU 4.2.3 Urban Centers and Corridors Overlay. Infill development and redevelopment projects that are located along major arterial roadways included within the Urban Centers and Corridors Overlay must be planned as pedestrian-oriented, either with requirements to build to a sidewalk located on the corridor, or with minimal setbacks from that sidewalk or pedestrian path. Such redevelopment and infill projects must share vehicle access from the arterial and may not be designed to provide multiple individual vehicle accesses for each individual use. Please note this if there is proposed redevelopment.
11	Environmental Services	This development is not within Seminole County's utility service area. Please coordinate with the City of Altamonte Springs to service it. No review required.
12	Environmental Services	This development is not within any sanitary sewer service areas so onsite sewage treatment and disposal systems (OSTDS) aka septic systems would be needed to service it instead. Per Florida Statutes Section 381.0065(4)(a) and Section 381.0065(4)(b) since these proposed lots would need to be serviced by septic systems, the minimum lot sizes allowed is 0.50 acre per lot (for lots using private wells) and 0.25 acre per lot (for lots using "a regulated public water system" such as City of Altamonte water). Additionally, per House Bill 1379, these OSTDS would have to be enhanced nutrient-reducing (ENR) OSTDS since it will be new construction, on lots one acre or less, and located in a Florida basin management action plan (BMAP) area. To apply for an OSTDS permit (to construct, repair, modify, or abandon) follow link: https://www.flrules.org/gateway/reference.asp?No=Ref-14359 , download and complete an application form (DEP4015, page 1) and submit it, along with a site plan (DEP4015, page 2), a building floor plan, and the required application fee to your local Florida Department of Health location. Please contact the Florida Department of Health for more information on septic system sizing, standards, and any other questions/concerns that you may have.

13	Natural Resources	Specimen tree: Live oak, magnolia, bald cypress and longleaf pine trees twenty-four (24) inches DBH or greater. SCLDC Chapter 2
14	Natural Resources	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.
15	Natural Resources	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)
16	Natural Resources	Dead or declining trees, as determined by a certified arborist, are exempt from arbor regulations. SCLDC 60.4(f)
17	Natural Resources	Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h)
18	Natural Resources	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)
19	Natural Resources	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)
20	Natural Resources	The canopy trees listed in Chapter 30 Part 14 Approved Plant List Table or from the Florida Friendly Landscaping Guide may be used as replacement stock without prior approval. SCLDC 60.9(a)
21	Natural Resources	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)
22	Natural Resources	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)
23	Natural Resources	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 preserved non-specimen trees preserved on site shall count one (1) to one (1) toward meeting the total replacement requirement.

24	Natural Resources	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)
25	Natural Resources	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)
26	Natural Resources	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)
27	Natural Resources	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)
28	Natural Resources	No subdivision may be approved that would result in the removal of over seventy-five (75) percent of existing trees, with trunk diameters of six (6) inches or greater, from any site, unless the Planning Manager finds that the development of the site would be severely restricted. Special consideration and credit will be given to the retention of trees having a trunk diameter of twenty-four (24) inches or larger. Special consideration will be given for waterfront features and shoreline protection as specified in Chapter 71 of this Code. SCLDC 35.61(b)
29	Natural Resources	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)
30	Planning and Development	The subject property has a Future Land Use (FLU) of Medium Density Residential and a zoning designation of R-1 (Single-Family Dwelling).
31	Planning and Development	A Rezone to R-3A would be required to allow for townhomes.

32	Planning and Development	A Rezone may take between 3 - 4 months and involves a public hearing with the Planning & Zoning Commission (P&Z) followed by a public hearing with the Board of County Commissioners (BCC). Rezones also require the applicant to conduct a community meeting. Step 1 – Rezone Requires a recommendation from P&Z and final decision by the BCC. Step 2 – Preliminary Subdivision Plan (PSP) If the property is being subdivided, a PSP must be submitted for technical review and approval by P&Z. If subdivision of the subject site is not being proposed, this step may be skipped. Step 3 – Site Plan/Final Engineering Approval of the plans reviewed administratively Step 4 – Final Plat If the property is being subdivided, the Final Plat must be submitted and reviewed by staff and approved by the BCC as a consent agenda item.
33	Planning and Development	Community Meeting Procedures Section 30.3.5.3: 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).
34	Planning and Development	A School Concurrency Application must be submitted to the Seminole County School Board at the same time concurrency is submitted to P&D for review. An Approved School Concurrency "SCALD" letter will be required before concurrency will be approved. All questions on School Concurrency should be directed to Joy Ford at 407-320-0560 or jford@scps.k12.fl.us.
35	Planning and Development	The R-3A (Multiple-Family Dwelling) district has a maximum density of ten (10) dwelling units per net buildable acre. Net Buildable Definition: the total number of acres within the boundary of a development, excluding areas devoted to road rights of way, transmission power line easements, natural lakes and wetlands or flood prone areas.
36	Planning and Development	The building setbacks for the R-3A zoning district are: Front - 25 feet Side yard - 25 feet Rear - 25 feet

37	Planning and Development	The parking requirement for residential units that are 1,000 square feet or greater is: 2 parking spaces for every dwelling unit. For 14 townhomes, 28 spaces would be required. Parking and parking lot landscaping requirements can be found in SCLDC Chapter 30 Part 11. https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT11PALORE
38	Planning and Development	A photometric plan will be required for outdoor lighting. SCLDC lighting regulations: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT15OULIRE
39	Planning and Development	Per SCLDC Section 30.4.8.3(a) General Provisions and Exception in R-3A, a development plan drawn to an appropriate scale indicating the legal description, lot area, site dimensions, right-of-way location and width, tentative parking areas and number of parking spaces, proposed building location and setbacks from lot lines, total floor area proposed for building, proposed points of access with tentative dimensions, locations of identification signs not on building, proposed location of existing easements, location of existing trees on-site and their common name, number of trees to be removed and retained as required by Seminole County Arbor Regulations, and a general plan for proposed landscaping shall be submitted along with application for rezoning. Any change in development plans must be resubmitted to the Planning and Zoning Commission for recommendation and the Board of County Commissioners for approval prior to issuance of any site plan approval.
40	Planning and Development	Per SCLDC Section 30.4.8.3(d) General Provisions and Exception in R-3A, recreation and open space comprising no less than twenty-five (25) percent of the gross acreage, exclusive of the perimeter buffer, shall be set aside for usable recreation and open space.
41	Planning and Development	Per SCLDC Section 30.4.8.3(h) General Provisions and Exception in R-3A, if covered storage for vehicles is provided, garage doors may not face a public right-of-way.
42	Planning and Development	The maximum allowable building height is 35 feet.
43	Planning and Development	The proposed project is subject to Subdivision Review Process as explained in comment #32 above. SCLDC Chapter 35. Information can be found at: http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.stml
44	Planning and Development	The subject site is located within the City of Altamonte Springs Utility service area. Please contact the City at (407) 571-8000 to discuss utility requirements and a pre-annexation agreement prior to submitting a formal application with the County for development.
45	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.
46	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.

47	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
48	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 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"
49	Public Safety - Fire Marshal	Hose Lay: Fire Department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first floor of the building is located not more than 150 FT (450 FT if equipped with an AUTOMATIC FIRE SPRINKLER SYSTEM) from Fire Department access roads measured by an approved route around the exterior of the building or facility (Section 18.2.3.2.2 and 18.2.3.2.2.1 NFPA 1)
50	Public Works - Engineering	The proposed project is located within the Little Wekiva drainage basin, but this is an isolated sub basin.
51	Public Works - Engineering	Based on SCS Soil Survey GIS overlays, the site generally has moderately well drained soils.
52	Public Works - Engineering	Based on preliminary review, the site is considered to be land locked. The Ronald Reagan Boulevard stormwater design was designed to take a portion of the drainage for the site. The site will be required to not exceed these requirements. Only the area modeled to go to the County drainage system will be allowed to discharge there.
53	Public Works - Engineering	Based on 1 ft. contours, the topography of the site appears to slope generally north and west.
54	Public Works - Engineering	Based on a preliminary review, the site appears to outfall to Ronald Reagan Boulevard.
55	Public Works - Engineering	A detailed drainage analysis will be required at final engineering. The site does not currently show a stormwater pond. Underground retention would not be allowed for any residential use.

56	Public Works - Engineering	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
57	Public Works - Engineering	A National Pollutant Discharge Elimination System (NPDES) Permit is required for all projects that disturb greater than one acre.
58	Public Works - Engineering	Driveway location/separation is not in accordance with the County Access Management Standards. The separation is required to be 200-foot on a local roadway and 330' on a Collector or Arterial roadway. The access needs to be as far away from Ronald Reagan Boulevard.
59	Public Works - Engineering	Dedication of additional right-of-way shall be required prior to plan approval to facilitate the required improvements. This would include potential addition of sidewalk, drainage and FDOT "Florida Greenbook" clear zone requirements. The current ROW is only 40' wide and is required to be 50' minimum.
60	Public Works - Engineering	Please note that the sidewalk along Marker Street may not be to County standards for width. Unless the sidewalk is minimum 5' wide, not cracked and or meet ADA cross slope requirements, it will have to be fixed at final engineering approval as part of this project.
61	Public Works - Impact Analysis	No Review Required. Trips will be less than the 50 Peak Hour trips threshold for a TIS to be required.

DEPARTMENT PROJECT STATUS AND CONTACT

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

Buffers and CPTED	Hilary Padin (407) 665-7331 hpadin@seminolecountyfl.gov
Building Division	Phil Kersey pkersey@seminolecountyfl.gov
Comprehensive Planning	David German (407) 665-7377 dgerman@seminolecountyfl.gov
Environmental Services	James Van Alstine (407) 665-2014 jvanalstine@seminolecountyfl.gov
Natural Resources	Sarah Harttung (407) 665-7391 sharttung@seminolecountyfl.gov
Planning and Development	Hilary Padin (407) 665-7331 hpadin@seminolecountyfl.gov
Public Safety - Fire Marshal	Matthew Maywald (407) 665-5177 mmaywald@seminolecountyfl.gov
Public Works - Engineering	Jim Potter (407) 665-5764 jpotter@seminolecountyfl.gov
Public Works - Impact Analysis	Arturo Perez (407) 665-5716 aperez07@seminolecountyfl.gov

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