

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

PROJECT NAME:	UPHOLSTERY OFFICE - PRE-APPLICATION	PROJ #: 26-8000051
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	5/18/26	
RELATED NAMES:	EP DIONIS PENA	
PROJECT MANAGER:	CHAD HARVEY (407) 665-7	
PARCEL ID NO.:	17-21-30-508-0A00-0030	
PROJECT DESCRIPTION	PROPOSED SPECIAL EXCEPTION FOR AN OFFICE USE ON 0.43 ACRES IN THE RP ZONING DISTRICT LOCATED ON NORTHWEST SIDE OF LAKEVIEW DR, SOUTH OF E ALTAMONTE DR	
NO OF ACRES	0.43	
BCC DISTRICT	4-Amy Lockhart	
CURRENT ZONING	RP	
LOCATION	ON THE NORTHWEST SIDE OF LAKEVIEW DR, SOUTH OF E ALTAMONTE DR	
FUTURE LAND USE-	OFF	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	CASSELBERRY	
APPLICANT:	CONSULTANT:	
DIONIS PENA PENAS UPHOLSTERY LLC 2908 LAKEVIEW DR FERN PARK FL 32730 (407) 438-9117 [REDACTED]	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.

PROTECT YOURSELF FROM FRAUDULENT INVOICES

Seminole County has received reports of fraudulent invoices targeting applicants in the Planning, Building Permitting, and Development Review processes. These invoices may appear professional and may use the County’s logo, address, or terminology. However, they are not legitimate County communications. Seminole County never requests wire transfer payments for Planning or Building Permitting fees. All official fee invoices are issues through County online payment systems and can be verified by contacting the Development Services Department.

If you receive any invoice or payment request that appears suspicious or unfamiliar, contact the Planning Department at (407) 665-7371 or the Building Department at (407) 665-7050 prior to making any payment.

AGENCY/DEPARTMENT COMMENTS

NO.	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED Chad Harvey	Comment A full buffer review will be done at time of site plan review if it is determined that a site plan is required for the proposed use.	Info Only
2.	Buffers and CPTED Chad Harvey	Comment Approved plan species list. All plant material proposed to be installed on a site shall be site appropriate, and selected from the Approved Plant Species list set forth in Figure 14.1 of Chapter 30 of the Seminole County Land Development Code, or from the Florida Friendly Landscaping Guide to Plant Selection & Landscape Design. Use of any other species shall require prior approval by the Development Services Director. The plants listed in Figure 14.1 have demonstrated the ability to grow and thrive in the Central Florida Area.	Info Only
3.	Buffers and CPTED Chad Harvey	Comment All required landscaping and buffering associated with this request must meet the regulations provided in Chapter 30, Part 14 of the SCLDC.	Info Only
4.	Buffers and CPTED Chad Harvey	Comment Buffer information can be found here: http://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30_ZORE_PT67LASCBU	Info Only
5.	Buffers and CPTED Chad Harvey	Comment Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups.	Info Only
6.	Buffers and CPTED Chad Harvey	Comment Off-site trees do not count towards the landscape buffer requirements.	Info Only
7.	Buffers and CPTED Chad Harvey	Comment Buffers can overlap into a retention area.	Info Only
8.	Building Division Daniel Losada	Comment - This entire building requires a Change of Occupancy.	Info Only
9.	Building Division Daniel Losada	Comment - Separate permits are required for each building and standalone structures. Example: each building, standalone structure, dumpster enclosure, signage, fence/ gate systems, access control, retaining walls, etc....	Info Only
10.	Building Division Daniel Losada	Comment - Structure will require a fire separation between each tenant unit.	Info Only
11.	Building Division Daniel Losada	Comment - Type of use and size of building requires fire sprinklers and fire alarms.	Info Only

12.	Building Division Daniel Losada	Comment - Site must comply with the Florida Accessibility Code.	Info Only
13.	Building Division Daniel Losada	Comment - All alterations to the structure will require a permit.	Info Only
14.	Building Division Daniel Losada	Comment - Each unit Buildout will require a separate permit.	Info Only
15.	Comprehensive Planning David German	<p>Comment Site has a Future Land use of OFF (Office). Per Policy FLU 5.3.1 Office:</p> <p>The purpose and intent of this land use is to identify locations for a variety of office uses and allow for the conversion of existing residential structures to low intensity (residential professional) office uses. In addition, limited residential use shall be allowed, serving a support function to predominantly office developments in order to bring housing and employment opportunities together on a single site. The maximum intensity permitted in this designation is 0.35 floor area ratio.</p> <p>Where residential use is proposed in an office development, residential floor area shall be counted towards the maximum FAR of 0.35.</p> <p>Uses</p> <ul style="list-style-type: none"> - Conversion of existing residential structures to low intensity professional office uses; - General office development; - Special exception uses such as hospitals, funeral homes, medical clinics, banks, and public utility and service structures; - Missing Middle residential units within an office development, where such use occupies no more than 20 percent of net buildable area and 49 percent of total floor area <p>Based on this, a proposed office use along with residential use appears consistent with OFF Future Land Use and must meet the FAR criteria as well as the total floor area percentages listed in Policy FLU 5.3.1 Office. The use must also be compatible with the underlying zoning.</p>	Info Only
16.	Environmental Services Maliha Rahman	Comment Seminole County Utilities has no objection to the proposed office.	Info Only
17.	Environmental Services Maliha Rahman	Comment This area of the County is located within the City of Casselberry's potable water service area. A point of contact for the City of Casselberry's Utility Department is 407-262-7725 Opt. 3 or email Matt Baker at mbaker@casselberry.org for any possible objection or inquiries on the proposed office.	Info Only
18.	Environmental Services Maliha Rahman	Comment The proposed office is within Seminole County's Sanitary sewer service area, but since we do not have any sanitary sewer lines nearby, onsite sewage treatment and disposal	Info Only

		systems (OSTDS) aka septic systems will be needed to service them instead. Existing septic connections can be used. No utility work required.	
19.	Planning and Development Chad Harvey	Comment The subject property is adjacent to the City of Casselberry. Seminole County will provide an intergovernmental notice to the adjacent city.	Info Only
20.	Planning and Development Chad Harvey	Comment Office use is permitted in RP (Residential Professional) zoning district based on a previous special exception approved on July 17, 1978, for this property. A live-work unit is not permitted in the RP zoning district.	Info Only
21.	Planning and Development Chad Harvey	Comment The subject property has a Future Land Use of Office and RP (Residential Professional) zoning, which was rezoned from R-2 to RP in 1978.	Info Only
22.	Planning and Development Chad Harvey	Comment Please note that a stop work order has been issued on May 27, 2026 from the Seminole County Building Division, and a Code Enforcement Action has been issued for this property by our Code Enforcement Division.	Info Only
23.	Planning and Development Chad Harvey	Comment The subject Site is located within the City of Casselberry utility service area. Please contact the City at 407-262-7700 to discuss the utility requirements and the potential for pre-annexation agreement prior to submitting a formal application with the County for this site.	Info Only
24.	Public Safety - Fire Marshal Matthew Maywald	Comment Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
25.	Public Safety - Fire Marshal Matthew Maywald	Comment Any change to the building will require appropriate building alteration permits.	Info Only
26.	Public Works - Engineering Andrew Broxton	Comment Addition of impervious surface will require site plan approval with drainage analysis.	Info Only
27.	Public Works - Engineering Andrew Broxton	Comment The property is adjacent to Lakeview Drive which is a local road maintained by the City of Casselberry. Alterations to the site may require permitting by the City.	Info Only
28.	Public Works - Engineering Andrew Broxton	Comment Use of site as a commercial office will require addition of ADA parking and access to be shown at site plan approval.	Info Only

DEPARTMENT PROJECT STATUS AND CONTACT

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

Department	Reviewer	Email	Contact	Status
Public Works - Engineering	Andrew Broxton	abroxton@seminolecountyfl.gov	407-665-0311	Info Only
Planning and Development	Chad Harvey	charvey02@seminolecountyfl.gov	407-665-7341	Info Only
Comprehensive Planning	David German	dgerman@seminolecountyfl.gov	407-665-7386	Info Only
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-2033	Info Only
Environmental Services	Maliha Rahman	mrahman@seminolecountyfl.gov	407-665-5764	Info Only
Buffers and CPTED	Chad Harvey	charvey02@seminolecountyfl.gov	407-665-7341	Info Only
Building Division	Daniel Losada	dlosada@seminolecountyfl.gov	407-665-7468	Info Only

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