

## SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING  
SANFORD, FLORIDA 32771

### Comment Document – Initial Submittal

**A Development Review Committee (DRC) meeting will NOT automatically be scheduled for your item; you must request it.** Please review the comments below. If you determine that you would like to be scheduled for a 20 minute DRC meeting, please email your request to attend to [devrevdesk@seminolecountyfl.gov](mailto:devrevdesk@seminolecountyfl.gov) or call (407) 665-7374 no later than noon on Friday, October 10, 2025, in order to place you on the Wednesday, October 15, 2025 meeting agenda.

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

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:	LIFE POINT CHRISTIAN CHURCH – SPECIAL EXCEPTION	PROJ #: 25-32000010
APPLICATION FOR:	SPECIAL EXCEPTION - OTHER	
APPLICATION DATE:	9/02/25	
RELATED NAMES:	BS2025-10	
PROJECT MANAGER:	HILARY PADIN (407) 665-7331	
PARCEL ID NO.:	25-20-29-300-0170-0000	
PROJECT DESCRIPTION	PROPOSED SPECIAL EXCEPTION TO EXPAND AN EXISTING CHURCH ON 2.53 ACRES IN THE A-1 ZONING DISTRICT LOCATED WEST OF MYRTLE LAKE HILLS ROAD, NORTH OF EE WILLIAMSON ROAD	
BCC DISTRICT	4: LOCKHART	
CURRENT ZONING	A-1	
LOCATION	WEST OF MYRTLE HILLS LAKE ROAD, NORTH OF EE WILLIAMSON ROAD	
APPLICANT:	CONSULTANT:	
PHIL AYRES LIFE POINT CHRISTIAN CHURCH INC 1470 MYRTLE LAKE HILLS RD LONGWOOD FL 32750 (407) 385-9725 PHIL@LIFEPOINTCHURCH.COM	RICHARD DIXON ANDERSON-DIXON, LLC 102 S ORANGE ST NEW SMYRNA BEACH FL 32168 (386) 428-5834 RICK@ANDERSONDIXONLLC.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.*

#### **AGENCY/DEPARTMENT COMMENTS**

#	REVIEWED BY	TYPE	STATUS
1	Buffers and CPTED	Buffer information can be found here: <a href="https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU">https://www.municode.com/library/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT67LASCBU</a>	Info Only
2	Buffers and CPTED	Please refer to the SCLDC sections 30.14.5 and 30.14.3.1 on opacity and plant groups.	Info Only
3	Buffers and CPTED	Parking lot landscaping will be required in accordance with SCLDC Sec. 30.14.13.	Info Only
4	Buffers and CPTED	A full buffer review will be done at time of site plan review.	Info Only
5	Buffers and CPTED	At site plan, for each buffer, provide a calculation that indicates: (a) length of buffer; (b) required number of plant groups per 100'; (c) plant unit selected; (d) number of each type of plant to be provided (i.e., canopy, understory, shrubs). Note: Required 3' hedges are additional to the number of shrubs calculated for any buffer.	Info Only
6	Buffers and CPTED	Per Section 30.14.15, mechanical equipment, refuse areas, and utilities visible from residential properties or public rights-of-way must be screened in accordance with this section. Please demonstrate this on the conceptual site plan	Unresolved
7	Buffers and CPTED	Residential zoning on the east will trigger a parking buffer requirement under SCLDC Sec. 30.14.8. This is additional to the standard buffer requirements under Section 30.14.7. Please include this information on the conceptual site plan.	Unresolved
8	Buffers and CPTED	Where overhead utilities are present, plant unit type C must be used.	Info Only

9	Building Division	10/1/25: - Standard building permitting will apply for all new structures. Separate permits are required for each structure (example, buildings, dumpster enclosures, etc...).	Info Only
10	Building Division	10/1/25: - Provide accessible path from public ROW, sidewalk to access point building entry. - Provide total accessible path throughout the site, connecting both parking access isles, building entry and egress points, and public way. - Full site, and building elements must comply with the Florida Accessibility Code.	Info Only
11	Building Division	10/1/25: - Proposed addition will be an A-3 occupancy. - Proposed addition seems to be increasing the overall square footage of the existing building. Based on chapter 9, of the FBC, an A-3 occupancy is required to be fully sprinkled once it hits 12,000 sq ft. Concurrently, at 300 occupants, a full fire alarm system and possibly smoke detection will be required.	Info Only
12	Planning and Development	The subject property has a Future Land Use of Low Density Residential and an A-1 (Agriculture) zoning.	Info Only
13	Planning and Development	The proposed church would be considered a civic assembly community facility, which is allowable within the A-1 zoning district with an approved Special Exception.	Info Only
14	Planning and Development	Seminole County requires community meetings for all Special Exceptions. Prior to staff scheduling the required public hearings, the applicant must conduct a community meeting. The community meeting shall be held at least 20 calendar days prior to the scheduled public hearing in a location accessible to the public, near the subject property, and in a facility that is ADA compliant. Prior to scheduling the 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), before mailing it out to the surrounding neighbors. After the community meeting has commenced, the applicant will be required to upload into ePlan or email the project manager the community meeting minutes, sign-in sheet, and addresses. SCLDC 30.3.5.3 Please see the following link for the requirements that the applicant must meet. <a href="https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf">https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf</a>	Unresolved
15	Planning and Development	On the conceptual site plan, please list the use of the site, the proposed uses of all structures with the amount of seating in each assembly space, and each building's square footage height.	Unresolved
16	Planning and Development	On the conceptual site plan, please identify all structures, including the sign and the two structures that appear within the north and west setbacks.	Unresolved

17	Planning and Development	On the conceptual site plan, please dimension all structures to each property line and provide the dimensions and square footage of each structure.	Unresolved
18	Planning and Development	On the conceptual site plan, please state the acreage/square footage of the site, the hours of operation and the parking calculations with the proposed parking stall size(s).	Info Only
19	Planning and Development	Please rewrite your narrative to include information about the church operations: <ul style="list-style-type: none"> <li>- Hours of operation</li> <li>- Building uses and square footage for existing and proposed structures</li> <li>- Seating capacity for each assembly space</li> <li>- Parking calculations in compliance with SCLDC</li> <li>- Parking stall sizes</li> <li>- All accessory uses for the property</li> <li>- Any other specific information about the church that you may want to provide to the Board with your request</li> </ul>	Unresolved
20	Planning and Development	In the narrative, please properly reference that this is a request for a Special Exception, not a pre-application.	Unresolved
21	Planning and Development	Please state if there will be any outdoor lighting on the conceptual site plan and narrative. If there will, please describe the lighting on the narrative and demonstrate the locations on the conceptual site plan. Per SCLDC Section 30.15.5, outdoor lighting fixtures cannot be within 50 feet from any property having a residential Future Land Use designation or zoning classification.	Unresolved
22	Planning and Development	Civic assembly uses must comply with Section 30.6.17 of the SCLDC and must meet the review criteria as set forth in 30.6.17.5 <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT6ADUSST_S30.6.17CIASUS">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT6ADUSST_S30.6.17CIASUS</a>	Info Only
23	Planning and Development	Special Events are limited to 5 events in 12 months and a special event permit is required to be obtained for each event. <a href="https://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/special-events-outdoor-sales-permits.stml">https://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/special-events-outdoor-sales-permits.stml</a> SCLDC 30.6.4.2 <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT6ADUSST_S30.6.4TEUS">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT6ADUSST_S30.6.4TEUS</a>	Info Only
24	Planning and Development	The existing sign shown on the site plan appears to be partially within public right-of-way. Please show the new location in compliance with SCLDC Section 30.13.3 on the conceptual site plan.	Unresolved

25	Planning and Development	The maximum allowable building height in the A-1 zoning district is thirty-five (35) feet. Please amend the conceptual site plan to remove "or three stories".	Unresolved
26	Planning and Development	SCLDC Section 30.11.1.2 requires that bicycle parking be brought into compliance with Section 30.11.7. Please demonstrate compliance on the conceptual site plan.	Unresolved
27	Planning and Development	A minimum of 25% open space is required. The purpose of open space in non-residential developments is to set aside areas for landscaping, buffering, storm water retention, recreation, and/or preservation of natural resources.	Info Only
28	Planning and Development	The required minimum building setbacks for the A-1 (Agriculture) zoning district are as follows: Fifty (50) front yard, ten (10) side yard, and fifty (50) side street.	Info Only
29	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
30	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
31	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
32	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 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"	Info Only
33	Public Safety - Fire Marshal	Additional comments shall be generated during site plan submittal.	Info Only

34	Public Works - Engineering	No specific issues with the special exception with respect to drainage. Note that at final engineering the drainage will be required to be addressed. The site will have to hold the entire 100-year, 24-hour storm event onsite.	Info Only
35	Public Works - Engineering	No issues with the special exception with respect to traffic. Note that the design of the proposed egress will have to be determined and may need to be adjusted at final engineering.	Info Only
36	Public Works - Engineering	Note that additional ROW will be needed. A 15' x15' corner clip at the corner of the site will be needed. There is sidewalk that appears to be outside the public ROW. The sidewalk will need to be relocated, or additional ROW will need to be dedicated to get the sidewalk into the ROW. Note it also appears that the Church sign is in the ROW. This would have to be relocated back into the site.	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
Buffers and CPTED	Corrections Required	Hilary Padin (407) 665-7331 <a href="mailto:hpadin@seminolecountyfl.gov">hpadin@seminolecountyfl.gov</a>
Building Division Review Coordinator	Approved	Phil Kersey <a href="mailto:pkersey@seminolecountyfl.gov">pkersey@seminolecountyfl.gov</a>
Natural Resources	Review Complete Recommend Approval	Sarah Harttung (407) 665-7391 <a href="mailto:sharttung@seminolecountyfl.gov">sharttung@seminolecountyfl.gov</a>
Planning and Development	Corrections Required	Hilary Padin (407) 665-7331 <a href="mailto:hpadin@seminolecountyfl.gov">hpadin@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>

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:
10/9/2025	<i>No resubmittal fee for special exceptions</i>	<i>Buffers &amp; P&amp;D</i>

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:

**Major Review (3+ reviewers remaining) – 50% of original application fee**

**Minor Review (1-2 reviewers remaining) – 25% of original application fee**

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

**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:**

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>