

**SEMINOLE COUNTY GOVERNMENT**

1101 EAST FIRST STREET, WEST WING  
SANFORD, FLORIDA 32771

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

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>GREENWAY PRESERVE - SSFLUA &amp; REZONE</b>	<b>PROJ #: 26-20000004</b>
APPLICATION FOR:	PZ - REZONE (EXCL PD)	
APPLICATION DATE:	2/26/26	
RELATED NAMES:	Z2026-08; 02.26SS.02	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	16-21-31-5CA-0000-0390++	
NO OF ACRES	23.4	
BCC DISTRICT	Jay Zembower	
LOCATION	ON THE WEST AND EAST SIDE OF TERRA LN, NORTHEAST OF SLAVIA RD	
FUTURE LAND USE-	PD	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
CHRISTINE GRANDIN WP SOUTH AQUISITIONS, LLC 398 WEST MORSE BLVD WINTER PARK FL 32789 (407) 472-0431	BRENT A LENZEN KIMLEY-HORN AND ASSOCIATES 200 S ORANGE AVE ORLANDO FL 32801 (407) 898-1511	

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.**

**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.

**State Permits that may be required:**

FDOT, FDEP- UTILITIES, SJRWMD, ENVIRONMENTAL REPORTS, ARCHEOLOGICAL REPORTS, FDEP- ENVIRONMENTAL, SJRWMD- ENVIRONMENTAL, FFW, IF APPLICABLE.

**AGENCY/DEPARTMENT COMMENTS**

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	The landscape buffer required adjacent to SR 417 (arterial road) is twenty-five (25) feet wide with a 0.5 opacity. This also requires a six (6) foot masonry wall. Please reflect in the development plan site data and dimension width.	Unresolved
2.	Buffers and CPTED	For reference in calculating buffers, any gross density over twelve (12) units per acre is considered a Land Use Intensity of X. SR 417 is considered an arterial road and Slavia Road is considered a collector road.	Info Only
3.	Buffers and CPTED	The landscape buffer required adjacent to Slavia Road (collector road) is twenty-five (25) feet wide with a 0.5 opacity. This also requires a six (6) foot masonry wall. Please reflect in the development plan site data and dimension width.	Unresolved
4.	Buffers and CPTED	A more in depth buffer review will be done during the Site Plan stage.	Info Only
5.	Buffers and CPTED	Please advise, A total planting area of thirty (30) square feet per parking space shall be required for any parking area exceeding five (5) spaces. There shall be no more than twenty (20) parking spaces in a continuous row without one or more planting areas as required under this Section. Tree planting islands shall be a minimum of one hundred (100) square feet in size and eight (8) feet in width. Minimum landscaping shall consist of one (1) canopy tree or two (2) understory trees per two hundred (200) square feet of required planting area.	Info Only
6.	Building Division	- Each separate parcel, and separate building and/ or stand-alone structure will require a separate permit.	Info Only
7.	Building Division	- Separate demolition permits are required for the demolition of the existing structures.	Info Only
8.	Building Division	-Permitting Requirements for Future Construction- - Standard building permit will apply - Each separate building and structure requires a separate permit. Example: Standalone building, structure, dumpster enclosures, fence/gate systems, signage, access control systems, etc...	Info Only
9.	Environmental Services	Seminole County Utilities has no objection to this rezone. This development will be serviced water and sewer by Seminole County Utilities.	Info Only
10.	Natural Resources	A 15-foot minimum, 25-foot average undisturbed upland buffer must be provided from all approved jurisdictional wetland boundaries.	Info Only
11.	Natural Resources	Conservation easements dedicated to Seminole County will be required over the post-development wetlands and required buffers, and all property within the post-development 100 year flood plain.	Info Only

12.	Natural Resources	Resources for wetland information: St. Johns River Water Management District: <a href="http://www.sjrwmd.com">www.sjrwmd.com</a> Florida Department of Environmental Protection: <a href="http://www.dep.state.fl.us">www.dep.state.fl.us</a> Seminole County Map Resources: <a href="http://www.seminolecountyfl.gov">www.seminolecountyfl.gov</a> Wetland and Flood Prone: Under ONLINE SERVICES / Interactive Maps / Information Kiosk Quadrangles: DEPARTMENTS/ Information Technologies / GIS / Maps available for viewing / Wetland quadrangle maps. Seminole County Property Appraiser Map Resources: <a href="http://www.scpaf1.org">http://www.scpaf1.org</a> Zoning, Future Land Use, FEMA, Aerials	Info Only
13.	Natural Resources	Specimen tree: Live oak, magnolia, bald cypress and longleaf pine trees twenty-four (24) inches DBH or greater. SCLDC Chapter 2	Info Only
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.	Info Only
15.	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)	Info Only
16.	Natural Resources	Trees less than six (6) inches DBH and palm trees are exempt from arbor regulations. SCLDC 60.4(h)	Info Only
17.	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)	Info Only
18.	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)	Info Only
19.	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)	Info Only

20.	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)	Info Only
21.	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 protected non-specimen trees preserved on site shall count one (1) to one (1) toward meeting the total replacement requirement.	Info Only
22.	Natural Resources	Trees located within a designated conservation area shall not count toward replacement requirements. SCLDC 60.9(d)(7)	Info Only
23.	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)	Info Only
24.	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)	Info Only
25.	Natural Resources	Natural lakes and/or conservation areas within a development site shall not be credited to a combined maximum of more than fifty (50) percent of the required open space. SCLDC 30.7.3.2, note 11	Info Only
26.	Planning and Development	On the development plan, please indicate the minimum open space requirement of thirty-five (35) percent and label the proposed open space as such in the site data section.	Unresolved
27.	Planning and Development	Please clearly state the net buildable acreage that is anticipated post development in accordance with the following definition, "The total number of acres within the perimeter boundaries of a development, excluding areas devoted to rights-of-way widths, transmission and power line easements, lakes and areas defined as wetlands and floodprone areas".	Unresolved
28.	Planning and Development	Please provide a narrative that addresses the following criteria:  STANDARDS OF REVIEW - CATEGORY I A Whether the character of the surrounding area has changed enough to warrant a different land use designation being assigned to the property. B Whether public facilities and services will be available concurrent with the impacts of development at adopted levels of service. C Whether the site is suitable for the proposed use and will be able to comply with floodprone regulations,	

		<p>wetland regulations and all other adopted development regulations.</p> <p>D Whether the proposal adheres to other special provisions of law (e.g., the Wekiva River Protection Act).</p> <p>E Whether the proposed future land use is compatible with existing surrounding development and future land uses in accordance with FLU Exhibit: Compatible Transitional Land Uses. F Whether the proposed use furthers the public interest by providing or enabling the provision of: 1 Sites for public facilities or facility improvements in excess of requirements likely to arise from development of the site (applicable to Planned Development Future Land Use); 2 Dedications or contributions in excess of Land Development Code requirements (applicable to PD Future Land Use); 3 A range of attainable housing opportunities and choices, including affordable or workforce housing; 4 Economic development (enabling higher paying jobs); 5 Reduction in transportation impacts on area-wide roads; 6 Mass transit and a variety of transportation choices; or 7 Whether the proposed land use designation is consistent with other applicable Plan policies and supports and is consistent with the Central Florida Regional Growth Vision, the Strategic Regional Policy Plan, and the State Comprehensive Plan. (Applicant shall cite applicable Goals, Objectives, or Policies.) The Applicant needs to evaluate and submit a separate document answering the following criteria based on the Comprehensive Plan.</p>	
29.	Planning and Development	On the development plan, please demonstrate compliance with SCLDC Sec. 30.4.9.2 regarding maximum lot coverage. Please state the maximum lot coverage of twenty-two (22) percent and the proposed lot coverage.	Unresolved
30.	Planning and Development	Please change the title block on the plan from “Master Development Plan” to just “Development Plan” or “Conceptual Development Plan”	Unresolved
31.	Planning and Development	<p>On the development plan, please clarify what is being included in the open space calculation and notate that open space shall adhere to SCLDC Sec. 30.14.2.</p> <p>Please note, residential open space shall include only those lands available for the use and enjoyment of all residents of a development and shall have either an aesthetic or recreational function. Types and locations of open space, including recreational lands, recreational facilities, and natural resource protection areas, shall be clearly shown on a development plan prior to project approval. Natural lakes and/or conservation areas within a development site shall not be credited to a combined maximum area of more than fifty (50) percent of the required open space area.</p>	Unresolved
32.	Planning and Development	On the development plan, please include the required minimum bicycle parking in accordance with SCLDC Sec. 30.11.7.1 with calculation and call out where it will	Unresolved

		be provided on site. The following link is the section of code for reference: <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30Z_0RE_PT11PALORE_S30.11.7MIDEST">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30Z_0RE_PT11PALORE_S30.11.7MIDEST</a>	
33.	Planning and Development	On the development plan, please label all of the buildings on the development plan. Please also include number of units in each building.	Unresolved
34.	Planning and Development	On the development plan under site data, please provide the number of stories next to the maximum building height.	Unresolved
35.	Planning and Development	A portion of Terra Lane will be need to be vacated in order to have structures in the proposed location. Please see the following link to the application: <a href="https://www.seminolecountyfl.gov/docs/default-source/pdf/vacate-12-2024.pdf?sfvrsn=c80f545f_3">https://www.seminolecountyfl.gov/docs/default-source/pdf/vacate-12-2024.pdf?sfvrsn=c80f545f_3</a>	Unresolved
36.	Planning and Development	On the development plan, please provide the density calculation. The density calculation should utilize the anticipated post development net buildable acreage.	Unresolved
37.	Planning and Development	Per Sec. 30.4.9.3 (c) under the general provisions of the R-4 zoning district it states that if covered and enclosed storage for vehicles is provided, garage doors may not be visible from a public right-of-way. Please demonstrate on the plans to show the location of the garages.	Unresolved
38.	Planning and Development	The development plan states the maximum height is sixty (60) feet, please advise that the Applicant will need to obtain approval from the F.A.A. for buildings exceeding thirty-five (35) feet in height.	Unresolved
39.	Planning and Development	Please provide a School Impact Analysis. All questions on School Concurrency should be directed to Joy Ford at 407-320-0069 or joy_ford@scps.k12.fl.us.	Unresolved
40.	Planning and Development	Seminole County requires community meetings for all Future Land Use Amendments, Rezones, Special Exceptions, and non-residential Variances. Please see the Community Meeting link for requirements that must be met. It is recommended to send staff a copy of the community meeting flyer draft to ensure it meets reequirement per the code. <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
41.	Planning and Development	Please note that an outdoor lighting plan will be required during the site plan review. The plan must demonstrate compliance with the outdoor lighting requirements outlined in Part 15 of the Seminole County Land Development Code	Info Only
42.	Public Safety - Fire Marshal	This project falls under the Uniform Fire Safety Standards as defined in FS 633.206 and will have specific fire and life safety requirements as defined in FAC 69A.	Info Only
43.	Public Safety - Fire Marshal	Type of use and size of building may require fire sprinklers and fire alarms.	Info Only
44.	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

45.	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
46.	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
47.	Public Works - County Surveyor	No closing bearing and distance on the western parcel., No identification for the Found Capped iron rod in the SE corner of said parcel. Please review note 1 of the surveyor's notes. why did you not tie the FPL easement to the boundary and give it bearings and distances? note 15 on schedule if the easement is blanket in nature then state so. in the middle of parcel one is a note refering to a sheet three but the survey at the bottom right states sheet 2 of 2.	Unresolved
48.	Public Works - Engineering	The plan does not address the existing flood plains or the proposed flood plains. We need to see the proposed post development compensating storage area as it affects the buildable area.	Unresolved
49.	Public Works - Engineering	There are concerns with the access location as shown there is a widening project by the County for Chapman Road and the Expressway bridge widening of Toll Road 417. There are sight visibility and separation concerns with the connection as shown. Please Co-ordinate with Public Work on the access location. The access needs to be adjusted west.	Unresolved
50.	Public Works - Engineering	The terra Lane will have to be vacated as part of the development. The new access to the back parcels will have to be constructed as part of the development and dedicated to the Public. The location of the access drive	Info Only

		may impact the flood plains. The road will have to be compensated for and built above the flood plains.	
51.	Public Works - Engineering	The exact location of the new Terra Lane may have to be adjusted based on the Slavia Road widening project.	Info Only
52.	Public Works - Engineering	Please note that the site has been filled. The geotechnical evaluation should show how much fill was installed and that volume will have to be compensated for. Please note that there may be muck on the property. In some cases, in this area, it is extensive and deep. Please be sure that there are sufficient deep borings to capture this.	Info Only
53.	Public Works - Engineering	There is required to be a 20' minimum drainage easement along the top of bank for the Bear Gulley Canal based on the width of the canal. The overall drainage easement may be much wider depending on if or where the ditch falls on the property. The Terra Lane may be shown in the slope of the canal. Please better show the canal. Please match the drainage easement as shown south of the property as it seems to be sized accordingly. This will most likely affect the layout as shown. Please adjust and show all.	Unresolved
54.	Public Works - Engineering	The ponds, slopes, etc. will have to meet County standards at final engineering. Nothing in this layout is intended to approve any deviations from the Public Works Engineering Manual requirements. Density and layout may have to be adjusted or reduced based on final engineering design.	Info Only
55.	Public Works - Engineering	The parking at the entrance may need to be adjusted back from the ROW. Provide at least 40' from the ROW.	Unresolved
56.	Public Works - Impact Analysis	A Traffic Impact Study (TIS) will be required for this project based on the new net external trip generation anticipated for the site, to generate more than 50 weekday peak hour trips based on the ITE Trip Generation Manual, 11th or 12th Edition. The TIS is to be prepared in accordance with the County's TIS Requirements for Concurrency guidelines. *** VERY IMPORTANT***: A Methodology document for the TIS must be submitted in ePlan for review and approval prior to submittal of the TIS itself. Contact Mr. Arturo Perez, P.E. for requirements at (407) 665-5716 or via email to aperez07@seminolecountyfl.gov.	Unresolved

## DEPARTMENT PROJECT STATUS AND CONTACT

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

Department	Reviewer	Email	Contact	Status
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	Corrections Required
Building Division	Daniel Losada	dlosada@seminolecountyfl.gov	407-665-7468	Approved
Comprehensive Planning	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388	Approved
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143	No Review Required
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014	Approved
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391	Review Complete Recommend Approval
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	Corrections Required
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177	Approved
Public Works - County Surveyor	Raymond Phillips	rphillips@seminolecountyfl.gov	407-665-5647	Corrections Required
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Corrections Required
Public Works - Impact Analysis	Arturo Perez	Aperez07@seminolecountyfl.gov	407-665-5716	Corrections Required

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:
3/19/2026	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i>	Raymond Phillips, Kaitlyn Apgar, Jim Potter, Arturo Perez
<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                      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

Watershed Atlas

Seminole Co. Property Appraiser

[www.seminolecountyfl.gov/gm/building/flood/index.aspx](http://www.seminolecountyfl.gov/gm/building/flood/index.aspx)

[www.seminole.wateratlas.usf.edu](http://www.seminole.wateratlas.usf.edu)

[www.scpaf1.org](http://www.scpaf1.org)