

SEMINOLE COUNTY GOVERNMENT
1101 EAST FIRST STREET, 2ND FLOOR, WEST WING
SANFORD, FLORIDA 32771

Comment Document – Initial Submittal

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:	MISSION BBQ - SPECIAL EXCEPTION	PROJ #: 25-32000006
APPLICATION FOR:	SPECIAL EXCEPTION - OTHER	
APPLICATION DATE:	4/18/25	
RELATED NAMES:	BS2025-06	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	18-20-30-511-0000-0040	
PROJECT DESCRIPTION	PROPOSED SPECIAL EXCEPTION FOR ALCOHOLIC BEVERAGE ESTABLISHMENT ON 0.57 ACRES IN THE PD ZONING DISTRICT LOCATED ON THE SOUTH SIDE OF W LAKE MARY BLVD, EAST OF SUN DR	
BCC DISTRICT	4-Amy Lockhart	
CURRENT ZONING	PD	
LOCATION	ON THE SOUTH SIDE OF W LAKE MARY BLVD, EAST OF SUN DR	
APPLICANT:	CONSULTANT:	
WILLIAM LEAHY 621 SW 8 AVE FORT LAUDERDALE FL 33315 (954) 254-5311 BLEAHY@MISSION-BBQ.COM		N/A

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.

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
	Buffers and CPTED	This site is already developed with an approved Small Site Plan for the intended use. No buffer review is required at this time.	Info Only
	Planning and Development	The provided Site Plan is not legible. The plan should include a simple 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, and a general plan for proposed landscaping.	Unresolved
	Planning and Development	You may be able to utilize the Small Site Plan page from the previously approved Small Site Plan for the Mission BBQ (Proj. # PZ24-06000054). Please ensure the Site Plan page meets aforementioned essential components.	Info Only
	Planning and Development	Seminole County requires community meetings for all Special Exceptions. Please see the following link for the requirements that the applicant must meet. Staff recommends submitting the community meeting mail out via email to the project manager for review prior to sending it out to ensure it meets code requirements. Please upload the minutes, sign in sheet, any materials presented, and an approximate number of attendees to eplan once complete. https://www.seminolecountyfl.gov/core/fileparse.php/3423/urlt/Community-Meeting-Procedure.pdf	Unresolved
	Planning and Development	The closest school from an airline measurement of parcel boundaries is approximately 548 feet away.	Info Only
	Public Safety - Fire Marshal	Any modifications to the floor plan, building, occupant load, etc shall require permits through the building department.	Info Only

Agency / Department Reviewers and Project Status

This section shows the reviewers of this project from the various County agencies. It may also include additional comments for review and response.

Department	Reviewer	Email	Contact	Status
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Approved
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143	No Review Required
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
Natural Resources	Sarah Harttung	sharttung@seminolecountyfl.gov	407-665-7391	No Review Required
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	No Review Required
Building Division	Phil Kersey	pkersey@seminolecountyfl.gov	407-665-7460	

The next submittal, as required below, will be your:

☒ 1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
10/7/2025	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Kaitlyn Apgar
<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</p> <p>Minor Review (1-2 reviewers remaining) – 25% of original application fee</p> <p>Summary of Fees: http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.shtml</p> <p>NOTE: 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	www.altamonte.org
Casselberry	(407) 262-7700	www.casselberry.org
Lake Mary	(407) 585-1449	www.lakemaryfl.com
Longwood	(407) 260-3440	www.longwoodfl.org
Oviedo	(407) 971-5555	www.cityofoviedo.net
Sanford	(407) 688-5000	www.sanfordfl.gov
Winter Springs	(407) 327-1800	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) 665-3621	

Other Resources:

Flood Prone Areas	www.seminolecountyfl.gov/gm/building/flood/index.aspx
Watershed Atlas	www.seminole.wateratlas.usf.edu
Seminole Co. Property Appraiser	www.scpafl.org