

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

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

Comment Document – Initial Submittal

PROJECT NAME:	JOURNEY CHURCH - SITE PLAN	PROJ #: 26-06000019
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	5/20/26	
RELATED NAMES:	EP WILLIAM ZEH	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	17-21-30-510-0000-0030	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR A CHURCH ON 12.61 ACRES IN THE C-2 ZONING DISTRICT LOCATED ON THE SOUTH SIDE OF US HWY 17-92, EAST OF FERNWOOD BLVD	
NO OF ACRES	12.61	
BCC DISTRICT	4-Amy Lockhart	
CURRENT ZONING	C-2	
LOCATION	ON THE SOUTH SIDE OF US HWY 17-92, EAST OF FERNWOOD BLVD	
FUTURE LAND USE-	MXD	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
JOSEPH VASQUEZ JOURNEY CHURCH, INC 6405 S US HWY 17-92 FERN PARK FL 32730 (689) 283-9798	WILLIAM ZEH MADDEN, MOORHEAD & STOKES LLC 431 E HORATIO AVE STE 260 MAITLAND FL 32751 (407) 629-8330	

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	Please provide a landscape plan depicting compliance with SCLDC 30.10.12.13 Open space, buffering, and landscaping; and Sec. 30.14., as applicable.	Unresolved
2.	Buffers and CPTED	Please show compliance with the following. A total planting area of thirty (30) square feet per parking space shall be required for any parking area exceeding five (5) spaces. Perimeter landscaped parking breaks shall be no less than two hundred (200) square feet in area, planted with one (1) canopy tree and a maximum of twenty (20) spaces apart. Internal landscaped breaks shall be a minimum of four hundred (400) square feet planted with one (1) canopy tree, two (2) to three (3) inches diameter breast height (dbh) for every landscape break and a minimum of three (3) shrubs for every landscaped break. Internal breaks shall be a maximum of twenty (20) spaces apart. Diamond landscaped breaks shall be placed every ten (10) spaces internally, shall be eight (8) feet by eight (8) feet and shall be planted with one (1) canopy tree. Existing vegetation shall be preserved to the maximum extent practicable.	Unresolved
3.	Buffers and CPTED	When ten (10) or more trees are required to be planted, a mix of tree species shall be provided, at least one (1) of which shall be native to the Central Florida region. If the required number of trees is 10-20, 2 species are required. When the required number of trees planted are 21-30, 3 species are required. When the required number of trees planted are 31-40, 4 species are required. When the number of trees required exceeds 40, 5 species are required.	Info Only

4.	Buffers and CPTED	Please provide irrigation plans for the site. Installed trees and plant materials shall be grouped together into zones according to their water use needs. The water use zones shall correlate with the water use zone designations identified in SCLDC Sec. 30.14.18, Figure 14:1. The water use zones are based on drought tolerance and soil moisture categories listed in the Florida Friendly Plant List and database.	Unresolved
5.	Buffers and CPTED	All plant material proposed to be installed on a site to meet the requirements of the SCLDC shall be site appropriate and selected from the Approved Plant Species list set forth in Figure 14.1 of SCLDC Sec. 30.14.18 or from Florida Friendly Landscaping Guide to Plant Selection & Landscape Design. Please see the following link for more information about general landscaping requirements: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO_LADECO_CH30ZORE_PT14LASCBUOPSP_S_30.14.16GEPRALLAAR	Info Only
6.	Buffers and CPTED	Area any trees being removed as a result of the demolition of the landscaped islands? 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)	Unresolved
7.	Buffers and CPTED	Additional comments will be made once required plans/documents are submitted.	Unresolved
8.	Building Division	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
9.	Building Division	All site alterations and upgrades must comply with the Florida Accessibility Code.	Info Only
10.	Building Division	Separate demolition permits are required for the demolition of each existing structure.	Info Only
11.	Environmental Services	On Sheet C001: Cover Sheet, please update the water and wastewater contact information to be P: (407) 665-2024 and jvanalstine@seminolecountyfl.gov .	Unresolved

12.	Environmental Services	According to the survey, it appears as though there is no utility easement over the existing water meter and DDCVA. Please contact the property owner (or authorized representative) and have them provide us any documentation that there is an existing utility easement over this infrastructure. If none exists, then please have the property owner (or authorized representative) provide a sketch and legal description (signed/sealed by a professional surveyor) of the proposed utility easement so that we can begin the process to getting this completed. A signed/sealed sketch and legal description is all that we would need to be completed at this time as the rest of the process can take a while to complete. Please see the file "SCUD 006 - SURVEY" in the Resources folder on eplan for reference on the rough dimensions of the utility easement that we're looking for.	Info Only
13.	Planning and Development	On page C004 Site Plan, under site data, please revise the proposed use to state what the property is being used as. Is there an additional use other than church being proposed?	Unresolved
14.	Planning and Development	Please advise, this project is located in the Oxford Place Overlay. Please make a note on page C004 Site Plan stating that this project will be in compliance with SCLDC Sec. 30.10.12. Oxford Place Overlay as applicable.	Unresolved
15.	Planning and Development	On page C001 Cover Sheet, please update the contact info for the utility providers.	Unresolved
16.	Planning and Development	Please place the zoning and Future Land Use designation on page C004 Site Plan for continuity purposes.	Unresolved
17.	Planning and Development	On page C004 Site Plan, please show the adjacent properties' parcel ID numbers, zoning, and future land use.	Unresolved

18.	Planning and Development	While it is understood that this building is existing and not part of this scope of this request, it is necessary to capture the following information on this site plan. On page C004 Site Plan, please state the building height, building area, required setbacks of C-2, and actual setbacks from the building to property lines in the site data table.	Unresolved
19.	Planning and Development	Please provide the required parking based on the assembly use. Per SCLDC Sec. 30.11.3, assembly uses require one (1) space per four (4) seats in the assembly. Please note, if another use is proposed, each respective use will have a parking calculation.	Unresolved
20.	Planning and Development	Please provide the number of seats in the assembly space on the Site Plan Page, C004.	Unresolved
21.	Planning and Development	On page C004, Site Plan, please dimension all parking spots. Per SCLDC Sec.30.11.6, a minimum of twenty (20) percent of required off-street parking space shall consist of a minimum net area of two hundred (200) square feet with a minimum width of ten (10) feet and a minimum length of twenty (20) feet, exclusive of access drives or aisles. Up to eighty (80) percent of spaces provided may have a minimum net area of one hundred sixty-two (162) square feet, a minimum width of nine feet (9), and a minimum length of eighteen feet (18).	Unresolved
22.	Planning and Development	On page C004 Site Plan, please dimension the drainage swale to the southwest adjacent to Fernwood Blvd. It is not permitted to have impervious in a drainage swale, unless Engineering is specifically approving of such.	Unresolved
23.	Planning and Development	On page C004, Site Plan, the total project area states 8.69 acres, but the entirety of the property appears to be 12.61 acres. Please clarify/update this value.	Unresolved

24.	Planning and Development	Please provide Bicycle parking in compliance with SCLDC Sec. 30.11.7.1 Bicycle Parking Requirements. Please see the following link for reference: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECO_LADECO_CH30ZORE_PT11PALORE_S30.11.7MIDEST	Unresolved
25.	Planning and Development	On page C004 Site Plan, please provide the open space calculation and delineate which areas are being utilized in the calculation. Open space required is 15% of the gross area of the site. Please keep in mind, the open space should meet criteria as stated in SCLDC Sec. 30.10.12.13 as it pertains to the Oxford Overlay.	Unresolved
26.	Planning and Development	Please advise, proposed parking may not exceed two hundred (200) percent of the minimum parking required unless approved by the Development Services Director. If you are proposing to exceed this value, please provide a request with explanation in writing uploaded to eplan.	Unresolved
27.	Planning and Development	On page C004 Site Plan, please depict buffer widths. Please advise, buffers shall adhere to the SCLDC requirements under the Oxford Place Overlay (Sec. 30.10.12.13) and anything not addresses under that section shall refer to SCLDC Sec. 30.14.	Unresolved
28.	Planning and Development	Is there lighting being proposed with this request? If so, please provide a photometric plan. Please advise, Outdoor lighting requires a separate permit.	Unresolved
29.	Planning and Development	Please provide the Floor Area Ratio on page C004 Site Plan under the site data table.	Unresolved
30.	Public Safety - Addressing	On the 001 - C001 COVER SHEET.pdf, within the VICINITY MAP, please add the directional to "US HIGHWAY 17-92" so it reads as "S US HIGHWAY 17-92".	Unresolved
31.	Public Safety - Addressing	Please add the directional to "U.S. HIGHWAY 17-92" so it reads as "S US HIGHWAY 17-92", and please move the reference to "STATE ROAD 15-600" below the street name S US HIGHWAY 17-92, on the following plans: 002 - COO2 EROSION AND DEMO PLAN.pdf, 004 - C004 SITE PLAN.pdf, and the 005 - C005 GEOMETRY PLAN.pdf.	Unresolved

32.	Public Safety - Addressing	On the 002 - COO2 EROSION AND DEMO PLAN.pdf, 004 - C004 SITE PLAN.pdf, and the 005 - C005 GEOMETRY PLAN.pdf, please include the subject and adjacent lot or parcel numbers within their respective boundary lines. The subject parcel is 17-21-30-510-0000-0030, the parcels to the north (in order from left to right) are 17-21-30-300-0180-0000, 17-21-30-300-0190-0000, 17-21-30-300-0200-0000, and 17-21-30-510-0000-002A; and the adjacent parcels to the east (in order from top to bottom) are 17-21-30-300-029A-0000, 17-21-30-300-029D-0000, 17-21-30-300-0290-0000, 17-21-30-300-029G-0000, 17-21-30-300-029B-0000, and 17-21-30-300-029C-0000.	Unresolved
33.	Public Safety - Addressing	On the 002 - C002 EROSION AND DEMO PLAN.pdf, please correct the adjacent street name "FERNWOOD BOULEVARD" to the full name is shown within its proper boundary lines.	Unresolved
34.	Public Safety - Addressing	(ADDRESS ASSIGNMENT) The existing address on the property, parcel 17-21-30-510-0000-0030, is 6405 S US HWY 17-92, FERN PARK, FL 32730. Please ensure the address number(s) are posted on the structure and at the entrance to the property, if not visible from the street. *Address numbers are to be installed facing the street the structure is addressed to. SCLDC 90.5 (7)	Info Only
35.	Public Safety - Fire Marshal	Please show location of existing hydrants on plans to ensure they are not being disturbed or striping and signage is not being disturbed due to this scope of work.	Unresolved
36.	Public Works - Engineering	Certain parking dimensions do not seem to be accurate. Make sure parking dimensions are according to Seminole County Land Development Code.	Unresolved
37.	Public Works - Engineering	Provide grade elevations and show drainage pattern(s).	Unresolved
38.	Public Works - Engineering	Left turn lanes are required at all the entrance locations along Fernwood Blvd. Please provide an offsite plan to address the addition of the turn lanes.	Unresolved

39.	Public Works - Engineering	Based on the plans, the striping appears to be existing, however latest aerials indicate that it is not there. Please better detail the striping on plans including dimensions on both parallel and angled parking spaces. Also add dimensions on drive aisles.	Unresolved
40.	Public Works - Engineering	Please have minimum 35-foot radius on curb entrances.	Unresolved
41.	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. 330' on a Collector or Arterial roadway. Please show separations and if they cannot meet the requirements then additional measures may be needed. This may include closing of driveways, add turn lanes and make the accesses right in and right out only. Please address accordingly.	Unresolved

AGENCY/DEPARTMENT CONTACT 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
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377	Corrections Required
Building Division	Daniel Losada	dlosada@seminolecountyfl.gov	407-665-	Approved
Public Safety-Addressing	Lily Kay	lkay@seminolecountyfl.gov	407-665-5045	Corrections Required
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	Corrections Required
Natural Resources	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	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	Corrections Required
Public Works - Engineering	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Corrections Required

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

1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
6/24/2026	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i>	Jim, Lily, Kaitlyn, Matthew, James

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.stml>

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	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.scpafll.org