

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

Comment Document – Initial Submittal

PROJECT NAME:	LYMAN RD - SITE PLAN	PROJ #: 26-06000025
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	6/11/26	
RELATED NAMES:	EP BRYAN POTTS	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	07-21-30-521-0000-0040+	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR OFFICES AND WAREHOUSE FACILITY ON 2.48 ACRES IN THE M-1 ZONING DISTRICT	
NO OF ACRES	2.48	
BCC DISTRICT	4: LOCKHART	
CURRENT ZONING	M-1	
LOCATION	ON THE SOUTHEAST SIDE OF LYMAN RD, WEST OF ANCHOR RD	
FUTURE LAND USE-	IND	
SEWER UTILITY	CASSELBERRY	
WATER UTILITY	CASSELBERRY	
APPLICANT:	CONSULTANT:	
BRYAN POTTS TANNATH DESIGN INC 2494 ROSE SPRING DR ORLANDO FL 32825 (407) 982-9878 [REDACTED]	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.

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

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	This comment serves as an informational comment and reminder that after establishment of the landscape, the irrigation box should be set to reflect local watering guidelines. For questions regarding water policy, please contact Keeli Carlton at kcarlton@seminolecountyfl.gov	Info Only
2.	Buffers and CPTED	Comment Are there overhead utility lines on the east side abutting Anchor Road? If so, please utilize Plant Group C in order to restrict the height of plantings.	Unresolved
3.	Buffers and CPTED	Comment Please provide an arborist report for documentation that supports the dead/dying/diseased trees to be removed and exempt from Arbor regulations.	Unresolved
4.	Buffers and CPTED	Comment Laurel and Water Oaks count neither for nor against you in Tree Mitigation. This would mean that they are not included in the required caliper inches to replace, but also the proposed existing tree to remain does not count towards credit. Please revise calculations to update account for this.	Unresolved
5.	Buffers and CPTED	Comment Please advise, offsite trees do not count for or against you in Tree Mitigation. No trees offsite should be disturbed. Please only include trees on this property in calculations and remove the existing trees offsite to remain on the Tree Removal Plan (or clarify what this means).	Unresolved
6.	Building Division	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
7.	Building Division	Comment - Each separate parcel, and separate building and/ or standalone structure, will require a separate permit.	Info Only
8.	Building Division	Comment - Separate demolition permits are required for the demolition of each existing structure.	Info Only
9.	Building Division	Comment - Type of use and size of building may require fire sprinklers and fire alarms.	Info Only

10.	Building Division	Comment - The number of accessible parking spaces must be in accordance with the Florida Accessibility Code.	Info Only
11.	Building Division	Comment - Entire site must comply with the Florida Accessibility Code.	Info Only
12.	Environmental Services	Comment Please provide a letter or email from the City of Casselberry stating that they've reviewed and approved the proposed project plans as they will be the water/sewer provider for this development.	Unresolved
13.	Environmental Services	Comment This development is located within the City of Casselberry's utility service area. No review required by Seminole County Utilities.	Info Only
14.	Planning and Development	Comment It will be required to combine the parcels if the development stays as currently proposed. Otherwise, building setbacks will need to be maintained from each property line. Please revise the plan when the parcels are combined to only state the one parcel ID on all applicable pages.	Unresolved
15.	Planning and Development	Comment On page C2.0, please revise the dimensioned buffer to remove the word "tract". That implies this is a separated piece of land, for clarity it may be better just to leave it as buffer.	Unresolved
16.	Planning and Development	Comment On page C2.0, please revise the required setbacks to state the North (secondary front) 50 feet, East (side street) 10 feet, West (front) 50 feet, South (side) 10 feet.	Unresolved
17.	Planning and Development	Comment On page C2.0, Please show compliance with the following: Front yards shall be not less than fifty (50) feet in depth as measured from the front property line to any building. The twenty-five (25) feet of such yard nearest to the front property line shall remain unpaved except for normal entrance drives, and shall be landscaped as required per the SCLDC. The remaining twenty-five (25) feet of such yard may be used for the parking of passenger vehicles only.	Unresolved
18.	Planning and Development	Comment On page C2.0, please state the proposed building setback values from property lines for both proposed structures in the site data table.	Unresolved

19.	Planning and Development	<p>Comment</p> <p>On page C2.0 under the site data table, please provide the net buildable acreage 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.</p>	Unresolved
20.	Planning and Development	<p>Comment</p> <p>On page C2.0, it appears the overall acreage and value used for the FAR calculation are different than the value used for the impervious calculation. Please clarify.</p>	Unresolved
21.	Planning and Development	<p>Comment</p> <p>On page C2.0, please state dimensions of all parking spots proposed. For example: eight (8) 10 x 20 foot spaces, six (6) 12 x 42 foot spaces, etc.</p>	Unresolved
22.	Planning and Development	<p>Comment</p> <p>Stormwater retention ponds may be counted toward the minimum required open space area subject to the following criteria: (1)The pond shall be sodded or dressed with equivalent ground cover; and (2)The pond shall be accessible to all employees and visitors and shall be landscaped and configured in a manner that results in a visual amenity for the site and shall include aesthetic features or amenities such as benches and/or picnic tables. (3)For wet ponds, if reclaimed water is unavailable, then the pond shall be designed to be utilized for landscape irrigation. (4)For wet ponds, littoral zones of ponds shall be vegetated with emergent native vegetation to the maximum extent possible, provided that maintenance of the pond is not impeded. Plans shall be reviewed and approved by the Natural Resource Officer or designee. Please show amenities for the pond to count as open space.</p>	Unresolved
23.	Planning and Development	<p>Comment</p> <p>Please provide bicycle parking in accordance with SCLDC 30.11.7.3 General Bicycle Parking Requirements.</p> <p>https://library.municode.com/fl/seminole_county/code_s/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT11PALORE_S30.11.7MIDEST</p> <p>Please show the location/s and state how many bicycle parking spaces are required/provided on page C2.0.</p>	Unresolved

24.	Planning and Development	<p>Comment</p> <p>Required parking values for the uses state are as follows: Warehouse- 1 space per 2 employees plus 1 space per company vehicle Office- 4 spaces per 1,000 sq. ft. Please show parking in compliance with both uses, separately. The company vehicle spaces may refer to those trailer/truck parking spots, whereas the office and warehouse required parking should adhere to the SCLDC dimensional standards. Please see design standards at the link: https://library.municode.com/fl/seminole_county/code_s/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT11PALORE_S30.11.6DEOREPASP</p>	Unresolved
25.	Planning and Development	<p>Comment</p> <p>On page C2.0, please add Parcel IDs to adjacent properties. Also, the zoning is "M-1", please revise the adjacent zoning as they currently state "MS-1".</p>	Unresolved
26.	Planning and Development	<p>Comment</p> <p>Is there a sign for this development being proposed? If so, please provide the location.</p>	Unresolved
27.	Public Safety - Addressing	<p>Comment</p> <p>On the 004 C-2.0 Site Plan.pdf and 002 C-1.0 Demo Plan.pdf, please remove the reference to "LOTUS LANE", as this is not the correct location of "Lotus Lane". The correct street name is "CONCORD DRIVE".</p>	Unresolved
28.	Public Safety - Addressing Lily Kay 6/23/26 8:59 AM	<p>Comment</p> <p>On the 004 C-2.0 Site Plan.pdf and 002 C-1.0 Demo Plan.pdf, please remove the reference to "130 Lyman RD, Casselberry, Florida 32707" within the title bar. This is not a valid address.</p>	Unresolved
29.	Public Safety - Addressing	<p>Comment</p> <p>On the 001 C-0.0 Cover.pdf, please remove the reference to "130 Lyman RD, Casselberry, Florida 32707" in two locations, within the title bar and in the top middle of the sheet. This is not a valid address.</p>	Unresolved
30.	Public Safety - Addressing	<p>Library Comment</p> <p>(ADDRESS ASSIGNMENT) Address and applicable fees will be determined at permitting upon the approved site plan. SCLDC 90.4(A) (C)</p>	Info Only
31.	Public Safety - Addressing	<p>Comment</p> <p>Will this proposed building be single-tenant or multi-tenant?</p>	Question

32.	Public Safety - Addressing	Comment (Development Name) Is "LYMAN ROAD INDUSTRIAL" the proposed facility name, and will it be labeled on the signage? The approved name shall be the only conspicuous name posted or advertised on signage and shall also be the title on the proposed plat (if applicable). Following approval of the site or final engineering plan, the applicant shall have one (1) year to commence construction. If no site construction has commenced within (1) one year, the project is considered expired and any approved development name, including street names, that have been reserved, will be removed from the reserve list and considered void. (90.10 (a)(b)(c)(d)), & Florida Statute 177.051 & Addressing Policy 2025-002 & 2026-006)	Question
33.	Public Safety - Addressing	Comment (Development Name) To avoid duplicate or similar names, the name by which a new development shall be legally known in the County, shall be submitted for compliance review to the E911 Administration, Attn: Addressing (email:addressing@seminolecountyfl.gov). Addressing checks the proposed name against the Seminole County Property Appraiser facility & subdivision names along with project names that are on reserve within the County. Potential names will be reviewed during Site Plan or Preliminary Subdivision Plan. The approved name shall be the only conspicuous name posted or advertised on signage. (90.10 (a)(b)(c)(d)),(Florida Statute 177.051) (Addressing Policy 2025-002)	Info Only
34.	Public Safety - Addressing	Library Comment (POSTING) Address numbers shall be made of durable weather resistant material, shall be permanently affixed to the structure and posted fronting the street the structure is addressed to. The colors of the numbers shall contrast the surrounding background of the structure, so it stands out and is clearly visible from both directions of the addressed street. SCLDC SEC 90.5(a). Addresses are entered into the 911 database and used directly by the 911 communications call center. *Address numbers are to be permanently installed facing the street the structure is addressed to.	Info Only
35.	Public Safety - Addressing	Library Comment (POSTING) Commercial address numbers are to be a minimum of six (6) in height and one-half (1/2) inch in width. SCLDC 90.5 (1)	Info Only
36.	Public Safety - Addressing	Library Comment (ADDRESS ASSIGNMENT) All building/unit number(s) shall be issued by the Seminole County 911 Administration, Addressing Office. SCLDC 90.5	Info Only

37.	Public Safety - Addressing	<p>Comment (Prior to Building Permit Submittal- New Commercial Building Single and/or Unit or Suite Numbers/Multiple Occupants) Approved sites with multiple occupants are required to coordinate individual addressing assignments, at least ten (10) working days prior to the submission of building permit applications. SCLDC Chapter 90.5 (d). You will need to submit, to our office, a site plan that shows all buildings (each permit shall have a site plan that depicts the building with the location of work), the street names, the subject and adjacent lot or parcel numbers, north arrow, the floor plans that shows the subject tenant space of where the work will be done, the floor numbers (if applicable), and show the tenant's ingress/egress, tenant separation walls, doors, the subject unit number or suite number and the directly adjacent unit numbers or suite numbers (if applicable). Addressing will provide you with building address(es) for each building. Unit or suite numbers (whichever is applicable) will be assigned at permitting for the proposed occupied tenant space. Additionally, the assigned building address for each permit is required to be labeled on each proposed floor plan, life safety plan, cover sheet, demolition plan, life safety plans, and the site plan (example is within the title bar/sidebar) as applicable. If any part of the address/suite numbers or unit numbers are incorrect on the building permit plan submittal, it will be required to be corrected. There are Building Department and Fire Department requirements that are in addition to Addressing requirements. Correspond with each department for requirements before submitting permits. (Addressing Policy 2017-001)</p>	Info Only
38.	Public Safety - Fire Marshal	<p>Comment Provide the required needed fire flow calculations in accordance with Section 18.4 and table 18.4.5.2.1 of NFPA 1 for the fire hydrants. The resulting fire flow shall not be less than 1000 GPM.</p>	Unresolved
39.	Public Safety - Fire Marshal	<p>Comment Dead end fire department access roads in excess of 150 ft in length shall be provided with approved provisions for the fire apparatus to turn around per section 18.2.3.5.4 of NFPA 1</p>	Unresolved

40.	Public Safety - Fire Marshal	Comment Point of service (POS) for automatic sprinkler system is not shown. POS must be indicated and designated in accordance with 633.102(24) State Statute. Point-of-service means the point at which the underground piping for a fire protection system, as defined in section 633.102(24), using water as the extinguishing agent becomes used exclusively for the fire protection system. If the building is sprinklered, location of Point of Service, Backflow Preventer and/or Post Indicating valves, and Fire Department Connection are required on the Site Plan in order to complete the Review (NFPA 1) Unable to locate POS and FDC.	Unresolved
41.	Public Safety - Fire Marshal	Comment NO PARKING Signage and yellow striping for all fire department appliances such as FDC's, fire hydrants and fire department lanes shall be provided in accordance with NFPA 1, 18.2.3.6.1	Unresolved
42.	Public Safety - Fire Marshal	Comment New and existing fire hydrants shall be identified on plan to meet the requirements of section 18.5 of NFPA 1. Verify compliance with table 18.5.4.3 for maximum fire hydrant fire flow capacity distance to the building, and number of hydrants.	Unresolved
43.	Public Safety - Fire Marshal	Comment If using existing hydrants, a flow test in accordance with NFPA 291 shall be provided and test shall not be older than 12 months.	Unresolved
44.	Public Safety - Fire Marshal	Comment The requirements below shall be on all site plans as notes for sprinkled buildings: A). At minimum, a Class Five contractor is required to install fire lines. Fire lines shall begin at the point in which the piping is used exclusively for fire protection and end at a point 1-foot above the finished floor. B). The fire line for sprinkled buildings starts at the double detector check valve. C). No other water connection shall be off of the fire line. D). The Fire Department Connection shall be with-in 100 feet of the fire hydrant if standpipe system is provided. E). The only valve allowed in the FDC line is a check valve. F). All fire lines shall be inspected by the Fire Inspection Dept. before being covered.	Unresolved

45.	Public Safety - Fire Marshal	<p>Comment</p> <p>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, 16.5.3.1). 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 that is placed 6" 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.</p>	Unresolved
46.	Public Safety - Fire Marshal	<p>Comment</p> <p>Include turning radius analysis with plans. * Turning radius analysis based on aerial truck Specifications. (Section 18.2.3.4.3. NFPA 1) Fire Truck Parameters: Pierce Arrow XT Chassis Aerial Platform 100' Inside Cramp Angle: 40 Degrees Axle Track: 82.92 inches Wheel Offset: 4.68 inches Tread Width: 16.3 inches Chassis Overhang: 78 inches Additional Bumper Depth: 26 inches Front Overhang: 137.6 inches Wheelbase: 266 inches Overall length: 576 inches Calculated Turning Radius: Inside Turn: 25 ft. 4 in. Curb to Curb: 41 ft. 1 in. Wall to Wall: 48 ft. 1 in. Overall length: 48 ft</p>	Unresolved
47.	Public Safety - Fire Marshal	<p>Comment</p> <p>Additional comments may be generated based on resubmittal.</p>	Unresolved
48.	Public Works - Engineering	<p>Comment</p> <p>How is runoff from the building rooves being directed? Roof drain details are provided on sheet C7.0. How do these tie into the proposed drainage system? Swale may be required on the southern side of the building to prevent runoff from entering Achor Rd.</p>	Unresolved

49.	Public Works - Engineering	Comment Seminole County requires ten feet of maintenance berm with slopes no greater than 10:1 around retention ponds. Please revise plans to provide required berm. Area within easements and buffers may qualify as berm if grading is sufficient.	Unresolved
50.	Public Works - Engineering	Comment The grading information around the ADA space is insufficient to demonstrate the required 2% maximum grading. Please add grade points at corner points of the proposed ADA parking space.	Unresolved
51.	Public Works - Engineering	Comment Please add conflict details for locations where utility and drainage pipe cross.	Unresolved
52.	Public Works - Engineering	Comment There is insufficient freeboard in the retention pond for the design storm event. A minimum of 0.5 feet is allowed with complete 100yr/24hr retention. Please revise plan to provide at least 0.5 feet of freeboard.	Unresolved
53.	Public Works - Engineering	Comment Please add legends to sheets C1.0, C1.2, and C2.0.	Unresolved
54.	Public Works - Engineering	Comment Staff has concerns about the lack of separation between driveways in the cul-de-sac. Please consider shifting the access point westward to avoid traffic conflicts.	Unresolved
55.	Public Works - Impact Analysis	Comment A Traffic Impact Study (TIS) may be required for this project if the new net external trip generation for the site generates more than 50 weekday peak hour trips based on the ITE Trip Generation Manual, 12th Edition. The TIS is to be prepared in accordance with the County's TIS Requirements for Concurrency guidelines. A methodology for the TIS is to 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 .	Info Only

AGENCY/DEPARTMENT CONTACT AND PROJECT STATUS

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
Public Safety-Addressing	Lily Kay	lkay@seminolecountyfl.gov	407-665-5045	Corrections Required
Environmental Services	James Van Alstine	jvanalstine@seminolecountyfl.gov	407-665-2014	Corrections Required
Natural Resources	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764	Approved
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
Comprehensive Planning	Maya Athanas	mathanas@seminolecountyfl.gov	407-665-7388	Approved
Public Works - Engineering	Andrew Broxton	abroxton@seminolecountyfl.gov	407-665-7334	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:
07/01/2026	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i>	Andrew, Matthew, Lily, 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.scpafil.org