

**SEMINOLE COUNTY GOVERNMENT**  
 1101 EAST FIRST STREET, WEST WING  
 SANFORD, FLORIDA 32771

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

<b>PROJECT NAME:</b>	<b>SROA FERN PARK - PRE-APPLICATION</b>	<b>PROJ #: 26-8000041</b>
APPLICATION FOR:	DR - PRE-APPLICATION DRC	
APPLICATION DATE:	4/13/26	
RELATED NAMES:	EP KEVIN HEBERT	
PROJECT MANAGER:	KAITLYN APGAR (407) 665-7377	
PARCEL ID NO.:	20-21-30-300-002C-0000	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR PAVING IMPROVEMENTS ON 3.96 ACRES IN THE PD ZONING DISTRICT LOCATED ON THE WEST SIDE OF OXFORD RD, SOUTH OF FERN PARK RD	
NO OF ACRES	3.96	
BCC DISTRICT	4-Amy Lockhart	
CURRENT ZONING	PD	
LOCATION	ON THE WEST SIDE OF OXFORD RD, SOUTH OF FERN PARK BLVD	
FUTURE LAND USE-	MXD	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
ADAM ELIZAONDO LET'S PAVE 2907 BUTTERFIELD RD STE 110 OAK BROOK IL 60523 (224) 775-5438	KEVIN HEBERT MEI PARTNERS LLC 1035 S SEMORAN BLVD STE 1029 WINTER PARK FL 32792 (407) 920-6065	

**Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time-to-time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review.**

**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.

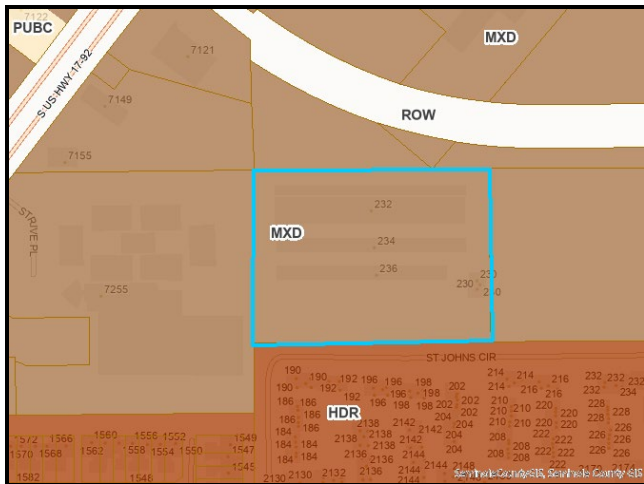
If you receive any invoice or payment request that appears suspicious or unfamiliar, contact the Planning Department at (407) 665-7371 or the Building Department at (407) 665-7050 prior to making any payment.

## PROJECT MANAGER COMMENTS

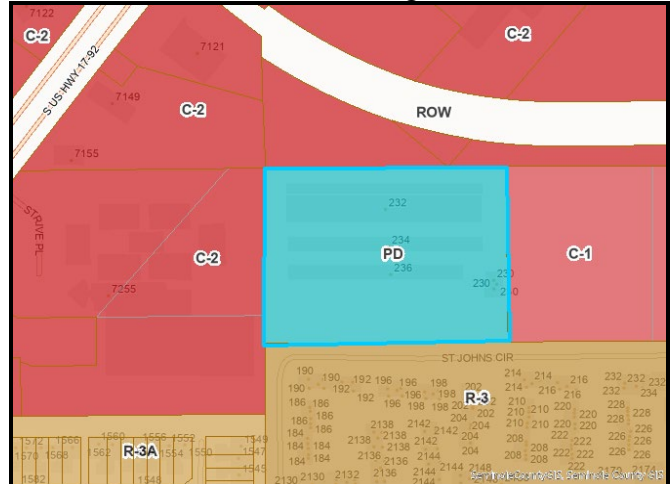
- The subject property has a Future Land Use of Mixed Development and a zoning designation of PD (Planned Development).
- This property is part of the Oxford Terrace Mini-Storage Planned Commercial Development approved on April 29, 1993.
- The proposed project will require a Site Plan application.

## PROJECT AREA ZONING AND AERIAL MAPS

Future Land Use: MXD



Zoning: PD



Aerial



## AGENCY/DEPARTMENT COMMENTS

	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	A full buffer review will be done at time of Site Plan. Buffer requirements will be calculated based on project intensity, per Sec. 30.14.6. Upon submittal of plans, please provide 1. Net buildable Area. 2. Hours of Operation. 3. Floor Area Ratio. 4. Impervious Surface Ratio. 5. Building Height in feet in order to calculate required buffers.	Info Only
2.	Buffers and CPTED	100 percent of landscaped areas are required to be irrigated. See the following link for requirements <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.18LAPLIRPLSURE">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.18LAPLIRPLSURE</a>	Info Only
3.	Buffers and CPTED	Required buffers shall not contain parking, including vehicle overhang areas in adjacent parking spaces. Driveways and other vehicular maneuvering areas shall not be permitted in a buffer, except that access points to adjacent roads may cross a buffer with minimum possible interference with the buffering function.	Info Only
4.	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: <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.16GEPRALLAAR">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_PT14LASCBUOPSP_S30.14.16GEPRALLAAR</a>	Info Only
5.	Buffers and CPTED	Per the approved Developer's Commitment for the Oxford Terrace Mini Storage, a twenty-five (25) foot buffer is required on the south side of the property.	Info Only
6.	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
7.	Buffers and CPTED	Additional buffers may be required based on staff review at time of Site Plan.	Info Only
8.	Building Division	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, pools, etc...	Info Only

9.	Comprehensive Planning	Site has a Future Land Use of MXD (Mixed Development). Policy FLU 4.2.2 Mixed-Use Developments (MXD) Land Use Designation states the following: The maximum floor area ratio (FAR) for nonresidential uses shall be 1.0 FAR, with a potential FAR bonus. An FAR bonus of .20 is available for projects that qualify as a workforce housing development. In no case shall the FAR exceed 1.4 inclusive of any applicable bonuses.	Info Only
10.	Environmental Services	According to our records, it appears as though there is no utility easement over the existing Seminole County owned fire hydrant and commercial water meters. Everything else on the site appears to be privately owned/maintained. 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 require to be completed at this time as the rest of the process can take a while to complete. We require 15 ft wide utility easements along the centerline of our potable water mains/fire hydrants and 10 ft wide utility easements along the centerline of our potable water meters/service lines.	Info Only
11.	Planning and Development	INFORMATIONAL: County staff has reviewed the subject project based on the information you have provided to us and have compiled the following information for your use. Please be advised, these comments are intended to assist you in finding information that will enable you to prepare for your plan review. They are not intended to replace or exempt you from the applicable Codes and Ordinances as they pertain to your project. These comments are informational only and do not grant any approvals. Also be advised, from time to time Codes and Ordinances are amended and the comments provided only reflect the regulations in effect at the time of review. Seminole County Land Development Code: <a href="http://www.seminolecountyfl.gov/guide/codes.asp">http://www.seminolecountyfl.gov/guide/codes.asp</a> Seminole County Planning & Development: <a href="http://www.seminolecountyfl.gov/gm/">http://www.seminolecountyfl.gov/gm/</a>	Info Only
12.	Planning and Development	This property is located Oxford Terrace Mini-Storage Planned Development and is subject to the provisions of the approved Development Order and Developer's Commitment Agreement.	Info Only
13.	Planning and Development	Per the approved Master Development Plan for the PD, the setbacks for structures are as follows. North: fifteen (15) feet, East: ten (10) feet, South: twenty-five (25) feet, West: ten (10) feet.	Info Only

14.	Planning and Development	<p>The proposed project is subject to Site Plan Review Process: SCLDC Chapter 40. Information can be found at: <a href="http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.stml">http://cdn.seminolecountyfl.gov/departments-services/development-services/planning-development/development-processes-requirements/index.stml</a></p> <p>The link to the Site Plan application is as follows: <a href="https://www.seminolecountyfl.gov/docs/default-source/pdf/site-plan-dredge-and-or-fill-02-2025433dc637-9d6e-424a-8c21-6dc7d4f3a76e.pdf?sfvrsn=f3ca1278_3">https://www.seminolecountyfl.gov/docs/default-source/pdf/site-plan-dredge-and-or-fill-02-2025433dc637-9d6e-424a-8c21-6dc7d4f3a76e.pdf?sfvrsn=f3ca1278_3</a></p>	Info Only
15.	Planning and Development	Per SCLDC Sec. 30.14.2.1 (d), the amount of open space required for a development shall be determined by the zoning district, development order, or other provisions of this Code applicable to the subject property. If not otherwise specified, minimum open space shall be twenty-five (25) percent of gross site area.	Info Only
16.	Planning and Development	The maximum building (structure) height is thirty-five (35) feet.	Info Only
17.	Planning and Development	Open space shall be located entirely within the boundaries of the project and may include required landscaped areas and buffers; recreational lands and facilities accessible to employees and visitors to a site; and areas providing natural resource protection for floodplains, wetlands, aquifer recharge areas, wildlife habitat, and other natural features.	Info Only
18.	Planning and Development	<p>If outdoor lighting is proposed, a photometric plan may be required at site plan. Outdoor lighting requires a separate permit. (SCLDC 30.15. <a href="https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_P_T15OULIRE">https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADECO_CH30ZORE_P_T15OULIRE</a> )</p>	Info Only
19.	Planning and Development	The maximum Floor Area Ratio (FAR) value for the MXD Future Land Use (nonresidential properties) is 1.0.	Info Only
20.	Planning and Development	Outdoor storage of vehicles, merchandise, or materials is not a permitted use in the PD. Any proposed uses other than mini-storage/storage will be subject to a PD revision.	Info Only
21.	Planning and Development	The overall footprint of the proposed paved area should not exceed what was originally permitted for "building E" in the Developer's Commitment Agreement. The maximum square footage is 12,250 square feet.	Info Only
22.	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
23.	Public Safety - Fire Marshal	Please ensure existing fire department lanes, hydrants, fire department appliances, etc are maintained.	Info Only

	Public Works - Engineering	The site appears to have been altered since the initial PD, it must be demonstrated that the site has access rights to a public right of way.	
25.	Public Works - Engineering	Addition of impervious surface may adversely affect water retention and quality of site runoff, a detailed site plan including grading and drainage will be required to be submitted to and approved by Seminole County Development Services.	Info Only
26.	Public Works - Impact Analysis	No Review Required.	

## DEPARTMENT PROJECT STATUS AND CONTACT

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

Department	Reviewer	Email	Contact
Buffers and CPTED	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Building Division	Daniel Losada	dlosada@seminolecountyfl.gov	407-665-7468
Comprehensive Planning	David German	dgerman@seminolecountyfl.gov	407-665-7386
Environmental - Impact Analysis	Becky Noggle	bnoggle@seminolecountyfl.gov	407-665-2143
Environmental Services	Maliha Rahman	mrahman@seminolecountyfl.gov	407-665-2033
Natural Resources	Jim Potter	jpotter@seminolecountyfl.gov	407-665-5764
Planning and Development	Kaitlyn Apgar	kapgar@seminolecountyfl.gov	407-665-7377
Public Safety - Fire Marshal	Matthew Maywald	mmaywald@seminolecountyfl.gov	407-665-5177
Public Works - Engineering	Andrew Broxton	abroxton@seminolecountyfl.gov	407-665-7334
Public Works - Impact Analysis	Arturo Perez	Aperez07@seminolecountyfl.gov	407-665-5716

## RESOURCE INFORMATION

### Seminole County Land Development Code:

[https://library.municode.com/fl/seminole\\_county/codes/land\\_development\\_code](https://library.municode.com/fl/seminole_county/codes/land_development_code)

### Seminole County Comprehensive Plan:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/codes-regulations/comprehensive-plan/index.stml>

### Development Services:

<http://www.seminolecountyfl.gov/departments-services/development-services/>

### Seminole County Property Appraiser Maps:

<https://map.scpafl.org/>

### Seminole County Wetland Information:

<http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/forms-applications-resources/wetl-dock-information.stml>

### Wekiva Consistency form:

<https://www.seminolecountyfl.gov/docs/default-source/pdf/WekivaRiverAreaConsistencyFormNovember2024ADA.pdf>

### FEMA LOMR (Letter of Map Revision):

[www.fema.gov](http://www.fema.gov)

### Cities:

Altamonte Springs	(407) 571-8150	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7751	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1369	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3462	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5775	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5140	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-5963	<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) 665-3605	<a href="http://www.floridahealth.gov">www.floridahealth.gov</a>

### 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>