

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

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

Comment Document – Initial Submittal

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| PROJECT NAME: | INTERNATIONAL FOODS SOLUTION OFFICE – SITE PLAN | PROJ #: 26-06000021 |
| APPLICATION FOR: | DR - SITE PLAN | |
| APPLICATION DATE: | 5/29/26 | |
| RELATED NAMES: | EP JOHNNY HERBERT | |
| PROJECT MANAGER: | KAITLYN APGAR (407) 665-7377 | |
| PARCEL ID NO.: | 31-21-31-300-004A-0000 | |
| PROJECT DESCRIPTION | PROPOSED SITE PLAN FOR AN OFFICE BUILDING ON 0.88 ACRES IN THE PD ZONING DISTRICT | |
| NO OF ACRES | 0.88 | |
| BCC DISTRICT | Bob Dallari | |
| CURRENT ZONING | PD | |
| LOCATION | ON THE WEST SIDE OF ELMHURST CIR, ON THE EAST SIDE W SR 426 | |
| FUTURE LAND USE- | COM | |
| SEWER UTILITY | SEMINOLE COUNTY UTILITIES | |
| WATER UTILITY | SEMINOLE COUNTY UTILITIES | |
| APPLICANT: | CONSULTANT: | |
| CHRIS CHO INTERNATIONAL FOOD SOLUTIONS 5600 ELMHURST CIR OVIEDO FL 32765 (714) 803-4100 [REDACTED] | JOHNNY HERBERT AMERICAN CIVIL ENGINEERING CO 207 N MOSS RD WINTER SPRINGS FL 32708 (407) 376-1777 [REDACTED] | |

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.

DEPARTMENT COMMENTS

| | REVIEWED BY | TYPE | STATUS |
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| 1. | Buffers and CPTED | Comment Per the approved Developer's Commitment Agreement (DCA) for the Elmhurst Village PUD, each side of the perimeter requires a seven (7) foot buffer. Please dimension this buffer on both the landscape and site plan pages. | Unresolved |
| 2. | Buffers and CPTED | Comment Please show the composition of the seven (7) foot buffers. The minimum buffer composition per our code requires one (1) plant unit group per 100 linear feet. Please indicate what plant unit group is being utilized. For information on plant unit groups, please see the following link: https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADE_CO_CH30ZORE_PT14LASCBUOPSP_S30.14.3BU | Unresolved |
| 3. | Buffers and CPTED | Comment 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 | Comment 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 |

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| 5. | Buffers and CPTED | <p>Comment</p> <p>All plant material proposed 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=SECOLADE_CO_CH30ZORE_PT14LASCBUOPSP_S30.14.16 GEPRALLAAR</p> | Info Only |
| 6. | Buffers and CPTED | <p>Comment</p> <p>Parking lot landscaping shall include a total planting area of thirty (30) square feet per parking space for any parking area exceeding five (5) spaces. 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. There shall be no more than twenty (20) parking spaces in a continuous row without one or more planting areas. Please show compliance with this and provide the calculation.</p> | Unresolved |
| 7. | Buffers and CPTED | <p>Comment</p> <p>Please provide an irrigation plan. 100 percent of landscaped areas are required to be irrigated. See the following link for requirements https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADE_CO_CH30ZORE_PT14LASCBUOPSP_S30.14.18 LAPLIRPLSURE</p> | Unresolved |
| 8. | Buffers and CPTED | <p>Comment</p> <p>When developing the irrigation and landscape plans, please advise: 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.</p> | Unresolved |

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| 9. | Buffers and CPTED | Comment Area any trees being removed as a result of the placement of the new office building? 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 |
| 10. | Buffers and CPTED | Comment Additional comments may be made once required plans/documents are submitted. | Unresolved |
| 11. | 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 |
| 12. | Building Division | Comment - Separate demolition permits are required for the demolition of each existing structure. | Info Only |
| 13. | Building Division | Comment - Type of use and size of building may require fire sprinklers and fire alarms. | Info Only |
| 14. | Building Division | Comment - All site alterations and upgrades must comply with the Florida Accessibility Code. | Info Only |
| 15. | Environmental - Impact Analysis | Library Comment Seminole County is the Existing Water and Sewer service provider. Additional Capacity will be required for this project. | Info Only |
| 16. | Environmental Services | Comment On Sheet C1.0: Cover Sheet, please update the phone number for water distribution and sanitary sewer to be (407) 665-2024. | Unresolved |
| 17. | Environmental Services | Comment On Sheet C6.0: Utility Plan, please provide a small table or note listing the anticipated water and sewer demand (in GPD) for this development. This is used for water/sewer capacity reservation purposes. | Unresolved |

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| 18. | Environmental Services | <p>Comment</p> <p>Please provide calculations to justify that the size of the water meter requested is suitable for the water demand of the proposed development (2") and not oversized. Please submit in the form of proposed fixture counts/types with manufacturers specified maximum operating flow (in gpm) for each fixture type within the building. Please include separate water demands in the form of maximum operating flow (in gpm) for any continuous operating fixtures such as hose bibbs or air conditioning units proposed for the development as well. Also, there is an existing 2" water meter and service line for the northern building. Can the water service for the new building be tied into the existing water service connection?</p> | Unresolved |
| 19. | Environmental Services | <p>Comment</p> <p>On Sheet C6.0: Utility Plan, please provide the inverts on the proposed 6" sewer lateral.</p> | Unresolved |
| 20. | Environmental Services | <p>Comment</p> <p>On Sheets C8.0, C8.1, and C8.2: Detail Sheets, please remove all standards details except for SD 207, SD 208, SD 211, and SD 301.</p> | Unresolved |
| 21. | Planning and Development | <p>Comment</p> <p>On page C-4 Site Plan, please revise the proposed setbacks. For clarification, these setbacks are to be taken from the tract boundaries, which are the parcel boundaries in this case.</p> | Unresolved |
| 22. | Planning and Development | <p>Comment</p> <p>Please revise building size/location in order to adequately meet buffer and setback requirements. It appears the seven (7) foot landscape buffer is not accounted for, and the proposed building is encroaching into the required five (5) foot setback on the side yard.</p> | Unresolved |
| 23. | Planning and Development | <p>Comment</p> <p>On page C-4 Site Plan, please remove the reference to maximum impervious. You may leave the calculations, but there is not a maximum established within the PD or SCLDC, only open space requirements.</p> | Unresolved |

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| 24. | Planning and Development | Comment On page C-4 Site Plan, please show the open space calculation. The PD was supposed to provide 6.28 acres of open space across the PD per DCA condition V. It is unfeasible for the development to provide the remaining 0.45 acres required to meet that acreage as per the provided acreage in the DCA Open Space tabulation. Therefore; because the minimum open space is 25% for the PD, Tract A is to provide 25% (0.22 acres) of open space to be consistent with this. | Unresolved |
| 25. | Planning and Development | Comment On page C4.0 Site Plan, please amend the parcel ID number to reflect, "31-21-31-300-004A-0000". | Unresolved |
| 26. | Planning and Development | Comment On page C4.0 Site Plan, please update the existing zoning to state this is in Tract A of the Elmhurst Village PUD. | Unresolved |
| 27. | Planning and Development | Comment The buffers required per the DCA state, "there shall be a minimum 7' landscape buffer from property lines to pavement.". Please provide the 7 foot buffer on all perimeters. | Unresolved |
| 28. | Planning and Development | Comment On page C4.0 Site Plan, please dimension all parking spots. | Unresolved |
| 29. | Planning and Development | Comment Is a new dumpster part of this request? If so, please provide dumpster enclosure details in compliance with SCLDC Sec. 30.14.15. https://library.municode.com/fl/seminole_county/codes/land_development_code?nodeId=SECOLADE_CO_CH30ZORE_PT14LASCBUOPSP_S30.14.15 SC | Unresolved |
| 30. | Public Safety - Addressing | Comment Remove the street name Aloma AVE on C4.0 Site Plan. W SR 426 is the correct street name for this segment of right of way and is required to be labeled correctly. Remove the parentheses and add the directional West as follows WEST STATE ROAD 426. In addition to Aloma Avenue not being the correct street name for this segment, it is spelled incorrectly as follows ALPMA AVENUE. The section from SR 417 to Red Bug Lake Rd & W Mitchell Hammock Rd is W SR 426. Aloma Ave is the area West of SR 417 to the Orange County line. This was named on Resolution 88-R-361. | Unresolved |
| 31. | Public Safety - Addressing | Comment Correct the spelling of OVEIDO to OVIEDO within the address on C1.0 Cover Plan (in the upper middle of the page). | Unresolved |

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| 32. | Public Safety - Addressing | Comment Add the subject parcel number 31-21-31-300-004A-0000 within the boundary lines of its property and the adjacent parcel numbers 31-21-31-300-0030-0000 (south of the subject parcel) and 31-21-31-300-0050-0000 (west of the subject parcel). | Unresolved |
| 33. | 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 |
| 34. | Public Safety - Addressing | Library Comment (POSTING) Commercial address numbers are to be a minimum of six (6) in height and one-half () inch in width. SCLDC 90.5 (1) | Info Only |
| 35. | Public Safety - Addressing | Library Comment (ADDRESS ASSIGNMENT) In the future, if the commercial building becomes multi-tenant, the existing tenant address will be changed and readdressed to assign (4) digit unit numbers. (Addressing Policy) | Info Only |
| 36. | Public Safety - Addressing | Library Comment (ADDRESS ASSIGNMENT) The existing address on the property, parcel 31-21-31-300-004A-0000 is 5600 Elmhurst Cir, Oviedo, FL 32765. 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 |
| 37. | Public Safety - Addressing | Comment Will the proposed building be the same tenant as the existing building? Will a separate tenant occupy this building? Will it be utilized as storage or warehouse etc.? Please provide clarification. | Question |

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| 38. | Public Safety - Addressing | Comment On C7.0 Vehicle Plan, label W SR 426 in its respective right of way. Also, label the subject parcel number 31-21-31-300-004A-0000 within the boundary lines of its property and the adjacent parcel number 31-21-31-300-0030-0000 (south of the subject parcel). | Unresolved |
| 39. | Public Safety - Addressing | Library Comment (ADDRESS ASSIGNMENT) If it is determined that an address needs to be assigned for the new building, the address and applicable fees will be determined at permitting upon the approved site plan. SCLDC 90.4(A) (C) | Info Only |
| 40. | Public Safety - Fire Marshal | Access to a door: Fire department access roads shall extend to within 50 FT of at least one exterior door that can be opened from the outside and that provides access to the interior of the building per Section 18.2.3.2.1 NFPA 1 | Unresolved |
| 41. | Public Safety - Fire Marshal | 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. | 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. | Unresolved |
| 43. | Public Safety - Fire Marshal | Comment Verify compliance with table 18.5.4.3 for maximum fire hydrant fire flow capacity distance to the building, and number of hydrants. | Unresolved |
| 44. | Public Safety - Fire Marshal | Comment If utilizing an existing hydrant a flow test, not to exceed 12 months, shall be provided in accordance with NFPA 291. | Unresolved |
| 45. | Public Safety - Fire Marshal | Comment Additional comments may be generated based on resubmittal. | Unresolved |

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| 46. | Public Works - Engineering | Comment Please provide detail of ADA parking and signage. See Transportation Detail T-19 of the Seminole County Engineering Manual. | Unresolved |
| 47. | Public Works - Engineering | Comment Please provide drainage analysis to show the master development can support the additional impervious surfacing and no stormwater runoff leaves the southern boundary of the site. | Unresolved |
| 48. | Public Works - Engineering | Comment Please provide geotechnical report for this project site with at least two borings beneath the proposed new structure. | Unresolved |
| 49. | Public Works - Engineering | Comment Additional comments may be required pending review of drainage report and geotechnical survey. | Info Only |
| 50. | Public Works - Engineering | Comment Please provide details for how the roof drainage will be collected or directed onsite. | Unresolved |
| 51. | Public Works - Engineering | Comment Please show ADA path to entrance and grading details to show compliance. | Unresolved |
| 52. | Public Works - Impact Analysis | Comment No TIS Report is Required, 24 Peak Hour trips generated are less than requirement (50 Peak Hour trips). | Info Only |

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 | Amy Curtis | acurtis@seminolecountyfl.gov | 407-665-5191 | Corrections Required |
| Environmental - Impact Analysis | Becky Noggle | bnoggle@seminolecountyfl.gov | 407-665-2143 | Approved |
| 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 |
| 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: |
|-----------|---|--|
| 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> | Andrew, Amy, Kaitlyn, Matthew, James |

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/urIt/ePlanApplicantUserGuide.pdf>

Cities:

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|-------------------|----------------|--|
| 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:

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|-----------------------------------|---------------|----------------|--|
| 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:

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