

**SEMINOLE COUNTY GOVERNMENT**

1101 EAST FIRST STREET, WEST WING  
SANFORD, FLORIDA 32771

**Comment Document – Initial Submittal**

<b>PROJECT NAME:</b>	<b>VANTAGE BANK - SPECIAL EXCEPTION</b>	<b>PROJ #: 25-32000012</b>
APPLICATION FOR:	SPECIAL EXCEPTION - OTHER	
APPLICATION DATE:	9/19/25	
RELATED NAMES:	BS2025-12	
PROJECT MANAGER:	ANNE SILLAWAY (407) 665-7936	
PARCEL ID NO.:	04-21-29-300-003F-0000	
PROJECT DESCRIPTION	PROPOSED SPECIAL EXCEPTION FOR AN EXISTING BANK ON 1.52 ACRES IN THE DISTRICT LOCATED ON THE NORTHEAST CORNER OF W SR 434 AND E LAKE BRANTLEY DR	
BCC DISTRICT	3: CONSTANTINE	
CURRENT ZONING	OP	
LOCATION	ON THE NORTHEAST CORNER OF SR 434, EAST OF LAKE BRANTLEY DR	
<b>APPLICANT:</b>	<b>CONSULTANT:</b>	
MIKE CHARLES TD BANK 3450 CLARK RD SARASOTA FL 34231 (813) 477-9080 MICHAEL.CHARLES@TD.COM	GREG NOWAK VANTAGE PROPERTIES, LLC 400 CARILLON PKWY ST PETERSBURG FL 33716 (727) 302-8040 GNOWAK@VANTAGELL.P.COM	

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**

NO	DEPARTMENT	COMMENT	STATUS
1.	Building Division	10/2/25: - Standard building permitting is required for any proposed or necessary alterations, additions and/or extensions to existing systems (mechanical, plumbing, electrical). - Separate permits are required for each potential structure, such as signage, dumpster enclosures, remoted ATM's, etc....	Info Only
2.	Planning and Development	Sec. 30.3.6. - Time limit. Except as otherwise provided in this Land Development Code, any special exception granted by the Board of Adjustment or Board of County Commissioners shall expire one (1) year after the Board of Adjustment or Board of County Commissioners approves the application at a public hearing unless a development permit based upon and incorporating the special exception is obtained within the aforesaid one (1) year period. However, the Board of Adjustment or Board of County Commissioners may renew such special exception for one (1) additional period of six (6) months, provided good cause is shown and the application for extension shall be filed with the Board at least thirty (30) days prior to the expiration of the aforesaid one (1) year period. Any renewal may be granted without public hearing; provided, however, that a reapplication fee may be charged by the Planning and Development Division Manager in an amount not to exceed the amount of the original application fee. In the event the decision granting a special exception is reviewed by a court of competent jurisdiction, the applicant for the special exception may, prior to the expiration of the one (1) year period following the approval of the special exception, request that the Board of Adjustment or Board of County Commissioners toll the time remaining in the one (1) year period until the conclusion of litigation and such request shall be granted unless good cause is shown. When the use of land under a special exception has been discontinued or abandoned for one hundred eighty (180) days or longer, the future use of the land shall revert to the Permitted Uses in the district in which said land is located.	Info Only
3.	Planning and Development	Per Seminole County Land Development Code (SCLDC) Sec. 30.3.5.1, the Planning Manager may waive the required Community Meeting based upon	Info Only

		generally accepted planning principles. In this case, the Planning Manager has waived the community meeting requirement, as the request is consistent with the longstanding use of the property as a bank as approved in the previous two (2) special exceptions from 1984 and 1996, respectively.	
4.	Planning and Development	The proposed use of a bank in the OP (Office) zoning district requires a special exception and shall be located on a roadway having a right of way width of not less than eight (80) feet shall be required.	Info Only
5.	Planning and Development	Please revise your narrative to include the total seating capacity within the bank and describe the existing outdoor lighting on site. On the boundary survey, please show all the locations of the existing outdoor lighting fixtures on site. Per SCLDC Section 30.15.5, outdoor lighting fixtures cannot be within 50 feet from any property having a residential Future Land Use designation or zoning classification.	Info Only
6.	Planning and Development	A Special Exception for a bank facility was originally approved by the Board of Adjustment on September 17, 1984, and a bank was subsequently constructed on the site. However, because the property was not used as a banking facility for more than 180 days, the Special Exception expired. As a result, on November 25, 1996, the Board of Adjustment approved a new Special Exception for the bank use.	Info Only
7.	Planning and Development	<p>Please revise the boundary survey to include the legal description, lot area, and tentative and/or existing parking areas. In addition, provide the following information:</p> <p>Setbacks from property boundary lines to the existing building to demonstrate compliance with the building setbacks in the OP (Office) zoning district requirements.</p> <p>Total floor area of the existing building.</p> <p>Provide the dimension widths of the existing points of access.</p> <p>Existing easements.</p> <p>Location of existing trees on-site, including their common names.</p>	Unresolved

		<p>Number of trees to be removed and retained in accordance with Seminole County Arbor Regulations. (if applicable)</p> <p>A general plan showing existing and proposed landscaping.</p>	
8.	Planning and Development	<p>30.3.1.5 Special exceptions.</p> <p>(a)The Planning and Zoning Commission shall hold a public hearing or hearing to consider a proposed special exception and submit in writing its recommendations on the proposed action and if the special exception should be denied or granted with appropriate conditions and safeguards to the Board of County Commissioners for official action. After review of an application and a public hearing thereon, with due public notice, the Board of County Commissioner may allow uses for which a special exception is required; provided, however, that said Board must first make a determination that the use requested:</p> <p>(1) Is not detrimental to the character of the area or neighborhood or inconsistent with trends of development in the area; and</p> <p>(2) Does not have an unduly adverse effect on existing traffic patterns, movements and volumes; and</p> <p>(3) Is consistent with the County's comprehensive plan; and</p> <p>(4) Will not adversely affect the public interest; and</p> <p>(5) Meets any special exception criteria described in Additional Use Standard:</p> <p>If located in OP:</p> <p>i. Is consistent with the general zoning category and plan of the OP Office District.</p> <p>ii. Is compatible with the concept of low intensity of land usage and site coverage.</p> <p>iii. Has access (where applicable) to urban services, such as, sewer water, police, fire, and related services.</p> <p>iv. Will not create, by reason of its characteristics, a requirement for the granting of a variance as a prerequisite to the granting of said special exception, especially (by way of illustration and not limitation) variances relating to setbacks, lot size, building height, lot coverage, access, or parking and loading.</p>	Unresolved

		Please provide a narrative regarding the review criteria for the special exception as stated above.	
9.	Planning and Development	The Special Exception from 1996 and the approved site plan from 2022 have been uploaded to the resources folder in ePlan for reference.	Info Only
10.	Planning and Development	If the Applicant is proposing any site changes, an application for site plan approval will be required.	Info Only
11.	Planning and Development	The required building setbacks in the OP (Office) is: Front: Fifty (50) feet, Side: Zero (0) feet, Side Street: Zero (0) feet, Rear: Ten (10) feet.	Info Only
12.	Planning and Development	The minimum parcel area required is: 15,000 square feet and the minimum parcel width at building line is: 150'. On the boundary survey under a site data table the total parcel square feet of the parcel.	Info Only
13.	Planning and Development	On the boundary survey, please provide a site data with the following information: address of property, tax identification number, existing building height, total existing parking on site and the parking requirements for a bank.	Unresolved
14.	Planning and Development	Off- street parking requirements for a bank are: General Business / Retail / Office (including Shopping Centers): First 10,000 sq. ft. - 4 spaces / 1,000 sq. ft.	Unresolved

## AGENCY/DEPARTMENT EFORM COMMENTS AND PROJECT STATUS

This section shows the reviewers of this project from the various County agencies.

DEPARTMENT	STATUS	REVIEWER
Environmental – Impact Analysis	No Review Required	Becky Noggle
Public Works – Engineering	Approved	Jennifer Goff
Natural Resources	No Review Required	Sarah Harttung
Buffers and CPTED	No Review Required	Annie Sillaway
Public Safety – Fire Marshal	Approved	Matthew Maywald
Planning and Development	Corrections Required	Annie Sillaway

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

☒ 1<sup>st</sup> RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
10/09/2025	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for small site plan</i>	Annie Sillaway

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	<a href="http://www.altamonte.org">www.altamonte.org</a>
Casselberry	(407) 262-7700	<a href="http://www.casselberry.org">www.casselberry.org</a>
Lake Mary	(407) 585-1449	<a href="http://www.lakemaryfl.com">www.lakemaryfl.com</a>
Longwood	(407) 260-3440	<a href="http://www.longwoodfl.org">www.longwoodfl.org</a>
Oviedo	(407) 971-5555	<a href="http://www.cityofoviedo.net">www.cityofoviedo.net</a>
Sanford	(407) 688-5000	<a href="http://www.sanfordfl.gov">www.sanfordfl.gov</a>
Winter Springs	(407) 327-1800	<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) 665-3621	

**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>
Seminole Co. Property Appraiser	<a href="http://www.scpafl.org">www.scpafl.org</a>