



Interoffice Memorandum

Received on December 18, 2025
Deadline: December 30, 2025
Publish: January 4, 2026

December 18, 2025

TO: Jennifer Lara Klimetz, Manager,
Clerk of the Board of County Commissioners,
County Comptroller's Office

THROUGH: Cheryl Gillespie, Supervisor,
Agenda Development Office

FROM: Nicolas Thalmueller, AICP, Planning Administrator
DRC Office

CONTACT PERSON: **Michael Rosso** 
Assistant Project Manager
Planning Division 407-836-5616
Michael.Rosso@ocfl.net

SUBJECT: Request for Board of County Commissioners
Public Hearing

Project Name: Hartzog Homes Land Use Plan / Planned
Development (LUP / PD)
Case # LUP-23-03-106

Type of Hearing: Planned Development

Applicant(s): Jeremy Anderson
Common Oak Engineering, LLC
4020 Edgewater Drive
Orlando, FL 32804

Commission District: 1

General Location: North of Lake Gifford Way / East of Tollcross
Way

Parcel ID #(s) 29-24-27-0000-00-007

Size / Acreage: 8.91 gross acres / 6.10 net developable acres

BCC Public Hearing
Required by:

Orange County Code, Chapter 30

Clerk's Advertising
Requirements:

(1) At least 15 days before the BCC public hearing date, publish an advertisement in the Legal Notices section of *The Orlando Sentinel* describing the particular request, the general location of the subject property, and the date, time, and place when the BCC public hearing will be held.

and

(2) At least 10 days before the BCC public hearing date, send notices of BCC public hearing by U.S. mail to owners of property within 300 feet of the subject property and beyond.

Spanish Contact Person:

Para más información referente a esta vista pública, favor de comunicarse con la División de Planificación (Planning Division) al número 407-836-8181.

Advertising Language:

A request to rezone 8.91 acres from R-T-2 (Combination Mobile Home and Single-Family Dwelling District) to PD (Planned Development) with a proposed development program of 48 detached single-family residential dwelling units.

Material Provided:

- (1) Names and last known addresses of property owners (*via email from Fiscal and Operational Support Division*);
- (2) Location map (*to be mailed to property owners*)

Special Instructions to Clerk (if any):

Please schedule this public hearing for the next available BCC hearing. Unless stated otherwise, the public hearing should be advertised to begin at 2:00 p.m., or as soon thereafter as the matter may be heard.

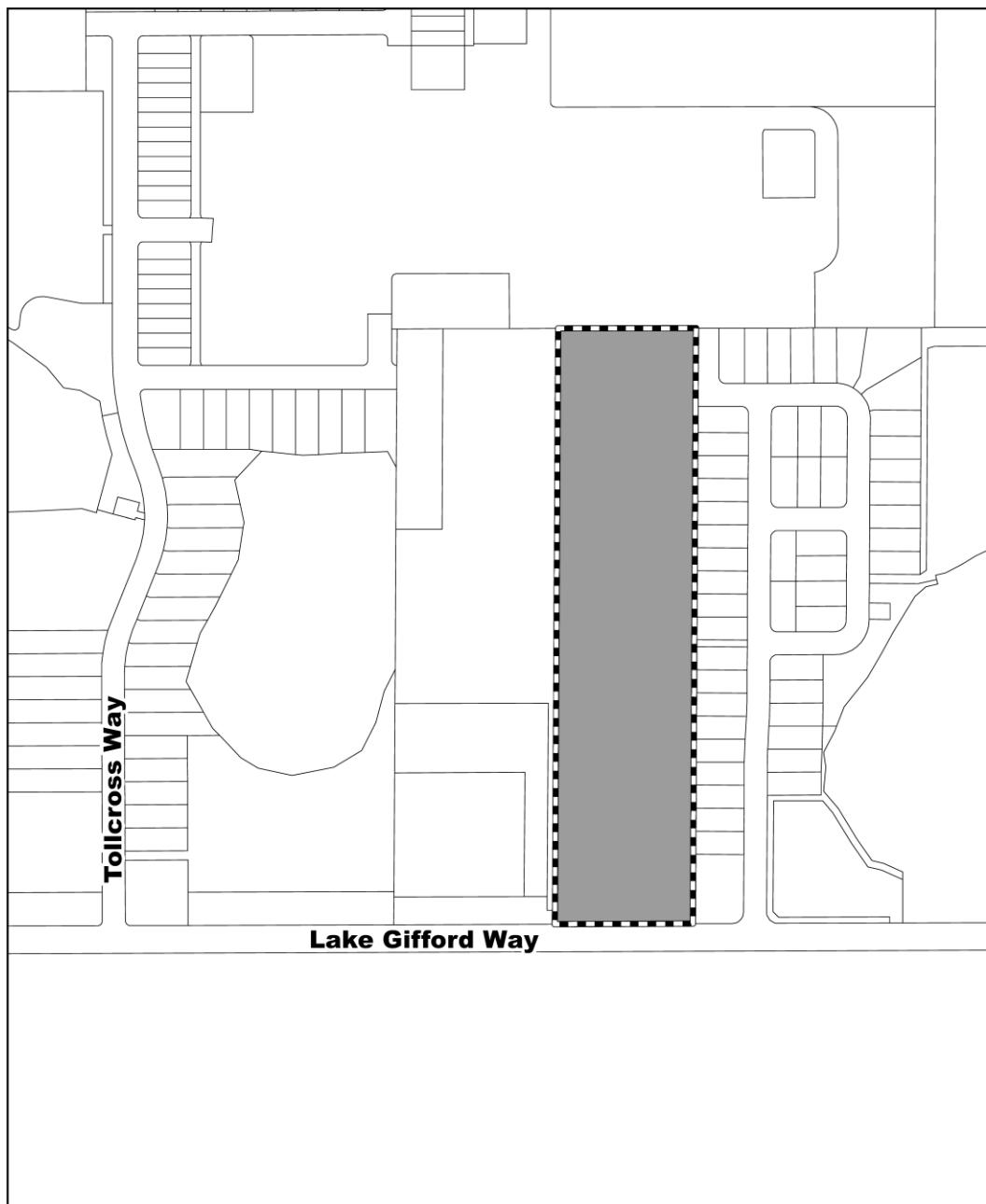
Please notify Michael Rosso and Lisette Egipciaco of the scheduled date and time. The DRC Office will notify the applicant.

Attachments (location map)

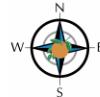
Any questions regarding the map
please call the Planning Division
at 407-836-5600.

Location Map

LUP-23-03-106



 **Subject Property**



0 250 500 Feet