



Interoffice Memorandum

DATE: December 7, 2022

TO: Katie A. Smith, Deputy Clerk of the Board of County Commissioners, County Comptroller's Office

THROUGH: Cheryl Gillespie, Supervisor, Agenda Development Office

FROM: Alberto A. Vargas, MArch., Manager, Planning Division

CONTACT PERSON: **Jason H. Sorensen, AICP, Chief Planner
Current Planning Section
Planning Division
(407) 836-5602 or Jason.Sorensen@ocfl.net**

SUBJECT: Request for Board of County Commissioners (BCC) Public Hearing

Applicant: Jose Antonio Robles Jr., R & J Retail Construction Services, LLC

Case Information: Lake Sherwood Planned Development / Land Use Plan (PD / LUP) – Case # CDR-21-12-390

Type of Hearing: Substantial Change

Commission District: 6

General Location: 7648 Balboa Drive; or generally located on the southeast corner of Lake Sherwood Dr and Balboa Dr.

BCC Public Hearing Required by: Orange County Code, Chapter 38, Article VIII, Division 1, Section 38-1207

**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:

IF YOU HAVE ANY QUESTIONS REGARDING THIS NOTICE, CONTACT THE ORANGE COUNTY PLANNING DIVISION: Front Desk, 407-836-8181

PARA MÁS INFORMACIÓN, REFERENTE A ESTE AVISO PARA UNA AUDENCIA PUBLICA SOBRE UNA PROPIEDAD EN SU AREA/VECINDAD, FAVOR COMUNICARSE CON LA DIVISIÓN DE PLANIFICACION, AL NUMERO, 407-836-8181

Advertising Language:

A Planned Development substantial change to create Parcel E1 out of Parcel E. The proposal is to change the land use designation for Parcel E1 from commercial to residential to allow for the development of nine (9) single family units in some combination of duplexes and triplexes. No waivers are associated with this request.

Material Provided:

- (1) Names and last known addresses of property owners within 300 feet and beyond (*via email from Fiscal and Operational Support Division*); and
- (2) Location map (*to be mailed to property owners*).

Special instructions to the Clerk:

Please place this request on the next available BCC agenda. 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.

Attachment (location map)

c: Chris R. Testerman, AICP, Deputy County Administrator
Jon V. Weiss, Director, Planning, Environmental, and Development Services
Department

For questions regarding this map
please call the Planning Division
at 407-836-5600

Location Map

CDR-21-12-390

Parcel #: 23-22-28-0000-00-008

