





Planning & Development Department  
**Flexible Development Application  
Data Sheet**

PLEASE ENSURE THAT THE FOLLOWING INFORMATION IS FILLED OUT, IN ITS ENTIRETY. FAILURE TO COMPLETE THIS FORM WILL RESULT IN YOUR APPLICATION BEING FOUND INCOMPLETE AND POSSIBLY DEFERRED UNTIL THE FOLLOWING APPLICATION CYCLE.

**ZONING DISTRICT:** \_\_\_\_\_

**FUTURE LAND USE PLAN DESIGNATION:** \_\_\_\_\_

**EXISTING USE** (currently existing on site): \_\_\_\_\_

**PROPOSED USE** (new use, if any; plus existing, if to remain): \_\_\_\_\_

**SITE AREA:** \_\_\_\_\_ sq. ft. \_\_\_\_\_ acres

**GROSS FLOOR AREA** (total square footage of all buildings):

Existing: \_\_\_\_\_ sq. ft.

Proposed: \_\_\_\_\_ sq. ft.

Maximum Allowable: \_\_\_\_\_ sq. ft.

**GROSS FLOOR AREA** (total square footage devoted to each use, if there will be multiple uses):

First use: \_\_\_\_\_ sq. ft.

Second use: \_\_\_\_\_ sq. ft.

Third use: \_\_\_\_\_ sq. ft.

**FLOOR AREA RATIO** (total square footage of all buildings divided by the total square footage of entire site):

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

Maximum Allowable: \_\_\_\_\_

**BUILDING COVERAGE/FOOTPRINT** (1<sup>st</sup> floor square footage of all buildings):

Existing: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

Proposed: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

Maximum Permitted: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

**GREEN SPACE WITHIN VEHICULAR USE AREA** (green space within the parking lot and interior of site; not perimeter buffer):

Existing: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

Proposed: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

**VEHICULAR USE AREA** (parking spaces, drive aisles, loading area):

Existing: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

Proposed: \_\_\_\_\_ sq. ft. ( \_\_\_\_\_ % of site)

**IMPERVIOUS SURFACE RATIO** (total square footage of impervious areas divided by the total square footage of entire site):

Existing: \_\_\_\_\_  
Proposed: \_\_\_\_\_  
Maximum Permitted: \_\_\_\_\_

**DENSITY** (units, rooms or beds per acre):

Existing: \_\_\_\_\_  
Proposed: \_\_\_\_\_  
Maximum Permitted: \_\_\_\_\_

**BUILDING HEIGHT:**

Existing: \_\_\_\_\_  
Proposed: \_\_\_\_\_  
Maximum Permitted: \_\_\_\_\_

**OFF-STREET PARKING:**

Existing: \_\_\_\_\_  
Proposed: \_\_\_\_\_  
Minimum Required: \_\_\_\_\_

*Note: A parking demand study must be provided in conjunction with any request to reduce the amount of required off-street parking spaces. Please see the adopted Parking Demand Study Guidelines for further information.*

**WHAT IS THE ESTIMATED TOTAL VALUE OF THE PROJECT UPON COMPLETION?** \$ \_\_\_\_\_

**ZONING DISTRICTS FOR ALL ADJACENT PROPERTY:**

North: \_\_\_\_\_  
South: \_\_\_\_\_  
East: \_\_\_\_\_  
West: \_\_\_\_\_

**STATE OF FLORIDA, COUNTY OF PINELLAS**

I, the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge and authorize City representatives to visit and photograph the property described in this application.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ to me and/or by \_\_\_\_\_, who is personally known has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature of property owner or representative

\_\_\_\_\_  
Notary public,  
My commission expires: \_\_\_\_\_



**Planning & Development Department**  
**Flexible Development Application**  
**Site Plan Submittal Package Check list**

**IN ADDITION TO THE COMPLETED FLEXIBLE DEVELOPMENT (FLD) APPLICATION, ALL FLD APPLICATIONS FOR A SINGLE-FAMILY DETACHED DWELLING, DUPLEX, OR ACCESSORY USE/STRUCTURE ASSOCIATED WITH EITHER A SINGLE-FAMILY DETACHED DWELLING OR DUPLEX SHALL INCLUDE A PLOT PLAN WITH THE FOLLOWING INFORMATION:**

- Responses to the General Applicability criteria as set forth in Section 3-914.A. The attached Flexible Development Application General Applicability Criteria sheet shall be used to provide these responses.
- Responses to the flexibility criteria for the specific use(s) being requested as set forth in the Zoning District(s) in which the subject property is located. The attached Flexible Development Application Flexibility Criteria sheet shall be used to provide these responses.
- A signed and sealed survey of the property prepared by a registered land surveyor including the location of the property, dimensions, acreage, location of all current structures/improvements, location of all public and private easements including official records book and page numbers and street right(s)-of-way within and adjacent to the site.
- If the application would result in the removal or relocation of mobile home owners residing in a mobile home park as provided in F.S. § 723.083, the application must provide that information required by Section 4-202.A.5.
- If this application is being submitted for the purpose of a boatlift, catwalk, davit, dock, marina, pier, seawall or other similar marine structure, then the application must provide detailed plans and specifications prepared by a Florida professional engineer, bearing the seal and signature of the engineer, except signed and sealed plans shall not be required for the repair or replacement of decking, stringers, railing, lower landings, tie piles, or the patching or reinforcing of existing piling on private and commercial docks.
- A tree survey showing the location, DBH (diameter at breast height), and species on the parcel proposed for development with a DBH of four inches or more and identifying those trees proposed to be removed.
- A site plan with the following information:
  - North arrow, scale, location map and date prepared.
  - Location of the Coastal Construction Control Line (CCCL), whether the property is located within a Special Flood Hazard Area, and the Base Flood Elevation (BFE) of the property, as applicable.
  - Location, setbacks and use of all existing and proposed building and structures.
  - Location of all existing and proposed parking areas, sidewalks and driveways.
  - Location, type of material and height of all existing and proposed fences.
  - Location of all existing and proposed utilities, including water, sewer, gas, and stormwater.
  - Location of all existing utility easements, including Official Records book and page numbers, and any proposed utility easements.
  - Building or structure elevation drawings that depict the proposed building height, building materials, and concealment of all mechanical equipment located on the roof.



Planning & Development Department  
**Flexible Development Application**  
**General Applicability Criteria**

**PROVIDE COMPLETE RESPONSES TO EACH OF THE SIX (6) GENERAL APPLICABILITY CRITERIA EXPLAINING HOW, IN DETAIL, THE CRITERION IS BEING COMPLIED WITH PER THIS DEVELOPMENT PROPOSAL.**

1. The proposed development of the land will be in harmony with the scale, bulk, coverage, density and character of adjacent properties in which it is located.

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2. The proposed development will not hinder or discourage the appropriate development and use of adjacent land and buildings or significantly impair the value thereof.

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3. The proposed development will not adversely affect the health or safety or persons residing or working in the neighborhood of the proposed use.

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4. The proposed development is designed to minimize traffic congestion.

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5. The proposed development is consistent with the community character of the immediate vicinity of the parcel proposed for development.

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6. The design of the proposed development minimizes adverse effects, including visual, acoustic and olfactory and hours of operation impacts, on adjacent properties.

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Planning & Development Department  
**Flexible Development Application**  
**Flexibility Criteria**

PROVIDE COMPLETE RESPONSES TO THE APPLICABLE FLEXIBILITY CRITERIA FOR THE SPECIFIC USE(S) BEING REQUESTED AS SET FORTH IN THE ZONING DISTRICT(S) IN WHICH THE SUBJECT PROPERTY IS LOCATED. EXPLAIN HOW, IN DETAIL, EACH CRITERION IS BEING COMPLIED WITH PER THIS DEVELOPMENT PROPOSAL (USE SEPARATE SHEETS AS NECESSARY).

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- 7. \_\_\_\_\_  
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- 8. \_\_\_\_\_  
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Planning & Development Department
Flexible Development Application
Affidavit to Authorize Agent/Representative

1. Provide names of all property owners on deed – PRINT full names:

Two horizontal lines for property owner names.

2. That (I am/we are) the owner(s) and record title holder(s) of the following described property:

Horizontal line for property description.

3. That this property constitutes the property for which a request for (describe request):

Two horizontal lines for request description.

4. That the undersigned (has/have) appointed and (does/do) appoint:

Horizontal line for agent name.

as (his/their) agent(s) to execute any petitions or other documents necessary to affect such petition;

5. That this affidavit has been executed to induce the City of Clearwater, Florida to consider and act on the above described property;

6. That site visits to the property are necessary by City representatives in order to process this application and the owner authorizes City representatives to visit and photograph the property described in this application;

7. That (I/we), the undersigned authority, hereby certify that the foregoing is true and correct.

Property Owner

Property Owner

Property Owner

Property Owner

STATE OF FLORIDA, COUNTY OF PINELLAS

BEFORE ME THE UNDERSIGNED, AN OFFICER DULY COMMISSIONED BY THE LAWS OF THE STATE OF FLORIDA, ON THIS ... DAY OF ..., PERSONALLY APPEARED ... WHO HAVING BEEN FIRST DULY SWORN DEPOSED AND SAYS THAT HE/SHE FULLY UNDERSTANDS THE CONTENTS OF THE AFFIDAVIT THAT HE/SHE SIGNED.

Notary Public Signature

Notary Seal/Stamp

My Commission Expires: ...