



Planning & Development Department
Flexible Development Application
Attached Dwellings, Mixed-Uses or Non-Residential Uses

IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT COMPLETE AND CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE OR INCORRECT INFORMATION MAY INVALIDATE YOUR APPLICATION.

ALL APPLICATIONS ARE TO BE FILLED OUT COMPLETELY AND CORRECTLY, AND SUBMITTED IN PERSON (NO FAX OR DELIVERIES) TO THE PLANNING & DEVELOPMENT DEPARTMENT BY NOON ON THE SCHEDULED DEADLINE DATE.

A TOTAL OF 11 COMPLETE SETS OF PLANS AND APPLICATION MATERIALS (1 ORIGINAL AND 10 COPIES) AS REQUIRED WITHIN ARE TO BE SUBMITTED FOR REVIEW BY THE DEVELOPMENT REVIEW COMMITTEE. SUBSEQUENT SUBMITTAL FOR THE COMMUNITY DEVELOPMENT BOARD WILL REQUIRE 15 COMPLETE SETS OF PLANS AND APPLICATION MATERIALS (1 ORIGINAL AND 14 COPIES). PLANS AND APPLICATIONS ARE REQUIRED TO BE COLLATED, STAPLED AND FOLDED INTO SETS.

THE APPLICANT, BY FILING THIS APPLICATION, AGREES TO COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT CODE.

FIRE DEPT PRELIMINARY SITE PLAN REVIEW FEE: \$200
APPLICATION FEE: \$1,205

PROPERTY OWNER (PER DEED): _____
MAILING ADDRESS: _____
PHONE NUMBER: _____
EMAIL: _____

AGENT OR REPRESENTATIVE: _____
MAILING ADDRESS: _____
PHONE NUMBER: _____
EMAIL: _____

ADDRESS OF SUBJECT PROPERTY: _____
PARCEL NUMBER(S): _____
LEGAL DESCRIPTION: _____

PROPOSED USE(S): _____

DESCRIPTION OF REQUEST: _____
Specifically identify the request (include all requested code flexibility; e.g., reduction in required number of parking spaces, height, setbacks, lot size, lot width, specific use, etc.): _____



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 (1st 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: _____

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 SHALL INCLUDE A SITE PLAN SUBMITTAL PACKAGE THAT INCLUDES THE FOLLOWING INFORMATION AND/OR PLANS:

- 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.
- Responses to the General Applicability criteria set forth in Section 3-914.A. The attached Flexible Development Application General Applicability 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 site plan prepared by a professional architect, engineer or landscape architect drawn to a minimum scale of one inch equals 50 feet on a sheet size not to exceed 24 inches by 36 inches that includes the following information:
 - Index sheet of the same size shall be included with individual sheet numbers referenced thereon.
 - North arrow, scale, location map and date prepared.
 - Identification of the boundaries of phases, if development is proposed to be constructed in phases.
 - 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, footprint and size of all existing and proposed buildings and structures on the site.
 - Location and dimensions of vehicular and pedestrian circulation systems, both on-site and off-site, with proposed points of access.
 - Location of all existing and proposed sidewalks, curbs, water lines, sanitary sewer lines, storm drains, fire hydrants and seawalls and any proposed utility easements.
 - Location of onsite and offsite stormwater management facilities as well as a narrative describing the proposed stormwater control plan including calculations. Additional data necessary to demonstrate compliance with the City of Clearwater Storm Drainage Design Criteria manual may be required at time of building construction permit.
 - Location of solid waste collection facilities, required screening and provisions for accessibility for collection.
 - Location of off-street loading area, if required by Section 3-1406.
 - All adjacent right(s)-of-way, with indication of centerline and width, paved width, existing median cuts and intersections and bus shelters.
 - Dimensions of existing and proposed lot lines, streets, drives, building lines, setbacks, structural overhangs and building separations.
 - Building or structure elevation drawings that depict the proposed building height and building materials.

- Typical floor plans, including floor plans for each floor of any parking garage.
- Demolition plan.
- Identification and description of watercourses, wetlands, tree masses, specimen trees, and other environmentally sensitive areas.
- If a deviation from the parking standards is requested that is greater than 50% (excluding those standards where the difference between the top and bottom of the range is one parking space), then a parking demand study will need to be provided. The findings of the study will be used in determining whether or not deviations to the parking standards are approved. Please see the adopted Parking Demand Study Guidelines for further information.
- A tree survey showing the location, DBH and species of all existing trees with a DBH of four inches or more, and identifying those trees proposed to be removed, if any.
- A tree inventory, prepared by a certified arborist, of all trees four inches DBH or more that reflects the size, canopy, and condition of such trees may be required if deemed applicable by staff. Check with staff.
- A Traffic Impact Study shall be required for all proposed developments if the total generated net new trips meet one or more of the following conditions:
 - Proposal is expected to generate 100 or more new trips in any given hour (directional trips, inbound or outbound on the abutting streets) and/or 1,000 or more new trips per day; or
 - Anticipated new trip generation degrades the level of service as adopted in the City's Comprehensive Plan to unacceptable levels; or
 - The study area contains a segment of roadway and/or intersection with five reportable accidents within a prior twelve month period, or the segment and/or intersection exists on the City's annual list of most hazardous locations, provided by the City of Clearwater Police Department; or
 - The Traffic Operations Manager or their designee deems it necessary to require such assessment in the plan review process. Examples include developments that are expected to negatively impact a constrained roadway or developments with unknown trip generation and/or other unknown factors.
- A landscape plan shall be provided for any project where there is a new use or a change of use; or an existing use is improved or remodeled in a value of 25% or more of the valuation of the principal structure as reflected on the property appraiser's current records, or if an amendment is required to an existing approved site plan; or a parking lot requires additional landscaping pursuant to the provisions of Article 3, Division 14. The landscape plan shall include the following information, if not otherwise required in conjunction with the application for development approval:
 - Location, size, description, specifications and quantities of all existing and proposed landscape materials, including botanical and common names.
 - Existing trees on-site and immediately adjacent to the site, by species, size and location, including drip line.
 - Interior landscape areas hatched and/or shaded and labeled and interior landscape coverage, expressed both in square feet, exclusive of perimeter landscaped strips, and as a percentage of the paved area coverage of the parking lot and vehicular use areas.
 - Location of existing and proposed structures and improvements, including but not limited to sidewalks, walls, fences, pools, patios, dumpster pads, pad mounted transformers, fire hydrants, overhead obstructions, curbs, water lines, sanitary sewer lines, storm drains, seawalls, utility easements, treatment of all ground surfaces, and any other features that may influence the proposed landscape.
 - Location of parking areas and other vehicular use areas, including parking spaces, circulation aisles, interior landscape islands and curbing.
 - Drainage and retention areas, including swales, side slopes and bottom elevations.
 - Delineation and dimensions of all required perimeter landscaped buffers including sight triangles, if any.



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.

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.

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

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

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

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



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).

- 1. _____

- 2. _____

- 3. _____

- 4. _____

- 5. _____

- 6. _____

- 7. _____

- 8. _____



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: _____