



PLANNING AND DEVELOPMENT DEPARTMENT APPEAL APPLICATION

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 CITY CLERKS OFFICE.

SECTION 4-502.A: AN APPEAL OF A LEVEL ONE (FLEXIBLE STANDARD) APPLICATION MAY BE INITIATED BY AN APPLICANT OR PROPERTY OWNERS WITHIN THE REQUIRED NOTICE AREA AND WHO PRESENTED COMPETENT SUBSTANTIAL EVIDENCE IN THE LEVEL ONE REVIEW, WHICH IS THE SUBJECT OF THE APPLICATION WITHIN SEVEN DAYS OF THE DATE THE DEVELOPMENT ORDER IS ISSUED. THE FILING OF AN APPLICATION/NOTICE OF APPEAL SHALL STAY THE EFFECT OF THE DECISION PENDING THE FINAL DETERMINATION OF THE CASE.

SECTION 4-502.B: APPEAL OF ALL OTHER APPLICATIONS OTHER THAN LEVEL ONE APPROVAL FLEXIBLE STANDARD MAY BE INITIATED BY THE APPLICANT, OR BY ANY PERSON GRANTED PARTY STATUS WITHIN 14 DAYS OF THE DECISION. SUCH APPLICATION SHALL BE FILED WITH THE CITY CLERK IN A FORM SPECIFIED BY THE COMMUNITY DEVELOPMENT COORDINATOR IDENTIFYING WITH SPECIFICITY THE BASIS FOR THE APPEAL AND ACCOMPANIED BY A FEE AS REQUIRED BY SECTION 4-202(E). THE FILING OF AN APPLICATION/NOTICE OF APPEAL SHALL STAY THE EFFECT OF THE DECISION PENDING THE FINAL DETERMINATION OF THE CASE.

APPEALS TO THE COMMUNITY DEVELOPMENT BOARD: \$250

APPEALS TO HEARING OFFICER: \$500

PROPERTY OWNER (PER DEED):

MAILING ADDRESS: _____
PHONE NUMBER: _____
EMAIL: _____

APPLICANT:

MAILING ADDRESS: _____
PHONE NUMBER: _____
EMAIL: _____

AGENT OR REPRESENTATIVE:

MAILING ADDRESS: _____
PHONE NUMBER: _____
EMAIL: _____

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

CASE NUMBER TO BE APPEALED: _____

DATE OF DECISION: _____

SELECT THE SPECIFIC APPEAL:

APPEALS TO THE COMMUNITY DEVELOPMENT BOARD (CDB):

- Orders, requirements, decisions or determinations made by an administrative official in the administration of the Community Development Code, except for enforcement actions.
- Administrative interpretations of the Community Development Code.
- Level One (Flexible Standard Development and Minimum Standard) approval decisions.
- Any denials deemed to have occurred as result of the failure of the Community Development Coordinator to act within the time limits provided in this Community Development Code.
- Denials of any permit or license issued under the provisions of the Community Development Code.

APPEALS TO A HEARING OFFICER:

- Decisions of the Community Development Board regarding Level One applications.
- Decisions of the Community Development Board regarding Level Two applications.
- Any denials deemed to have occurred as a result of the failure of the Community Development Board to act within the time limits provided in the Community Development Code, or as a result of the failure of any other administrative official or body (other than the Community Development Coordinator or the City Council) to act within the time limits provided by any other applicable law, rule, policy, or regulation then in effect.

BASIS OF APPEAL (Explain in detail the basis for the appeal):

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 AND DEVELOPMENT DEPARTMENT AFFIDAVIT OF OWNERSHIP

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

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

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

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

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: _____