



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT
POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748
MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
TELEPHONE (727) 562-4567

DRAFT ACTION AGENDA DEVELOPMENT REVIEW COMMITTEE

Thursday, August 7, 2025

8:30 AM - Staff Review

8:30 AM

Case number: [ANX2025-06007 -- 3133 Downing ST](#)

Owner(s): Sharon Doyon
Clearwater, FL
PHONE: (813) 966-2901, Fax: No fax, Email: No email

Applicant: Sharon Doyon
Clearwater, FL
PHONE: (813) 966-2901, Fax: No fax, Email: No email

Representative: Sharon Doyon
Clearwater, FL
PHONE: (813) 966-2901, Fax: No fax, Email: No email

Location: Located on the south side of Downing Street approximately 795 feet from South Bayshore Boulevard (0.21 acres)

Atlas Page: 292A

Zoning District: LMDR - Low Medium Density Residential

Request: Voluntary annexation into the City of Clearwater, and the assignment of an initial Future Land Use Map designation of Residential Urban (RU) and an initial zoning category of Low Medium Density Residential (LMDR)

Proposed Use: Detached Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/02/2025	Young
Parks and Rec Review	No Comments	07/09/2025	Parry
Solid Waste Review	Comments	07/21/2025	Portalatin



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Public Utilities Review	No Comments	07/21/2025	Vacca
No Comments			
Fire Review	No Comments	07/25/2025	Ramos
Environmental Review	No Comments	07/25/2025	Kessler
Engineering Review	No Comments	07/28/2025	Dresch
Traffic Eng Review	No Comments	07/28/2025	Dresch
Planning Review	Comments	07/31/2025	Young
Annexation – General Comments Upon approval of annexation into the City of Clearwater, the applicant is required to: 1. Contact Pinellas County to coordinate the return or proper disposition of existing waste and recycling containers. 2. Coordinate with the City of Clearwater Solid Waste Division for the issuance and delivery of new waste and recycling containers, as well as to establish a collection schedule. For assistance, please contact Clearwater Solid Waste at (727) 562-4920. Annexation – Acknowledgement of Conditions Upon approval of annexation into the City of Clearwater, the applicant shall acknowledge and agree to the following: 1. Infrastructure Improvements: Any necessary infrastructure improvements or upgrades (including, but not limited to, utilities and roadways) required to satisfy future project-specific development standards shall be completed by the developer, at their own expense, and must meet the satisfaction and approval of the City. 2. Stormwater Utility Fees: Annexation into the City of Clearwater will result in the assessment of monthly stormwater utility fees, which will appear on the city utility bill. This differs from the annual stormwater fee assessed through the property tax bill for properties located in unincorporated Pinellas County. 3. Sidewalk and ADA Compliance: Any proposed modifications to the site and/or existing structures shall trigger the requirement to bring all adjacent or project-related sidewalks and sidewalk ramps up to current standards, including compliance with the Americans with Disabilities Act (ADA), such as the installation of detectable warning surfaces (truncated domes) in accordance with FDOT Index #304. 4. Right-of-Way Infrastructure: The applicant acknowledges that the City of Clearwater will maintain the existing right-of-way infrastructure and rural cross section in its current condition, as it was built or annexed, and that there are no immediate plans to upgrade or improve said infrastructure.			
Stormwater Review	No Response	07/31/2025	Young
Land Resource Review	No Response	07/31/2025	Young
Harbor Master Review	No Response	07/31/2025	Young

The DRC reviewed this application with the following comments:



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Plan Room Issues:

No Plan Room Issues on this case.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



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TELEPHONE (727) 562-4567

8:35 AM

Case number: [FLS2025-06025 -- 411 N GLENWOOD AVE](#)

Owner(s): Louise Cournoyer
1476 Cleveland St
Clearwater, FL 33755
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Pierre Cournoyer
1476 Cleveland St
Clearwater, FL
PHONE: (727) 410-3692, Fax: No fax, Email: Pierre.Cour@gmail.Com

Representative: Pierre Cournoyer
Cournoyer Construction Inc
1476 Cleveland St
Clearwater, FL
PHONE: (727) 410-3692, Fax: No fax, Email: Pierre.Cour@gmail.Com

Location: Southeast corner of N. Glenwood Avenue and Ridgewood Street. (0.48 acres)

Atlas Page: 279A

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for an accessory dwelling unit in the Low Medium Density Residential (LMDR) District for the property at 411 N. Glenwood Avenue. The building will not exceed 15 feet in height and includes one off-street parking space. Requested is flexibility for the use. (Community Development Code Section 2-203.A).

Proposed Use: Accessory Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Glenwood Estates HOA

Assigned Planner: Thea French, Planner



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/08/2025	French
Parks and Rec Review	Comments	07/09/2025	Parry
Solid Waste Review	No Comments	07/09/2025	Portalatin
Public Utilities Review	No Comments	07/16/2025	Vacca
No Comments			
Land Resource Review	Comments	07/22/2025	Quinzi
Environmental Review	Comments	07/25/2025	Kessler
Stormwater Review	Comments	07/25/2025	Vo
Fire Review	No Comments	07/25/2025	Ramos
Engineering Review	Comments	07/28/2025	Dresch
Traffic Eng Review	Comments	07/28/2025	Dresch
Planning Review	Comments	07/30/2025	French

The DRC reviewed this application with the following comments:

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 12:48:04 PM

Issue created by Raymond Dresch on 7/28/2025 12:48:04 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Contractor shall request an easement inspection prior to any construction near an easement.



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ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:24:35 AM

Issue created by Sarah Kessler on 7/25/2025 10:24:35 AM
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.

LAND RESOURCE - Prior to DO - Tree Preservation

Set to DRAFT on 7/21/2025 4:36:32 PM

Issue created by Michael Quinzi on 7/21/2025 4:36:32 PM
Issue is attached to Plans on sheet A4
michael.quinzi@myclearwater.com - 727-444-8770

Structural Key Note # 8 states that footings may be added.

The south east corner of the building is in the critical root zone of the 37 inch Live Oak tree.

Due to the possibility of footers a Preservation Plan is Required -

Provide a Tree Preservation Plan prepared by an ISA Certified Arborist. This plan must show how the proposed building, parking, stormwater, irrigation and utilities impact the critical root zones (drip lines) of trees to be preserved and how you propose to address these impacts i.e.; crown elevating, root pruning and/or root aeration systems. Provide a scaled drawing showing all dimension. Other data required on this plan must show the trees canopy line, actual tree barricade limits and the tree barricade detail. And any other pertinent information relating to tree preservation.

LAND RESOURCE - Prior to DO: Clarify site Work

Set to DRAFT on 7/22/2025 10:54:59 AM

Issue created by Michael Quinzi on 7/22/2025 10:54:59 AM
Issue is attached to page 1 in Tree Survey.pdf
michael.quinzi@myclearwater.com - 727-444-8770

Sheet A4, Structural Key Note # 8 states that footings may be added. Please clarify the inconsistency.

PARKS AND REC - Prior to DO - P&R Impact Fees

Set to DRAFT on 7/9/2025 2:36:00 PM

Issue created by Mark Parry on 7/9/2025 2:36:00 PM
Issue is attached to Plans on sheet SURVEY
mark.parry@myclearwater.com - 727-444-8768

It appears that the proposal is for one new market rate dwelling units of less than 1,500 SF GFA. Please note that attached garages do not count towards the GFA.

A Parks and Recreation Impact Fee of \$3,021 per dwelling unit (estimate of \$3,021 total) will be due prior to the issuance of any Certificate of Occupancy.

If the site was previously developed credit is applied for any legally permitted dwelling unit. In that case, please provide evidence of the number of dwelling units and date of demolition.

Please coordinate with Parks and Recreation Staff to determine the final amount due.

Please acknowledge this comment prior to the issuance of a DO.



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TELEPHONE (727) 562-4567

PLANNING - Prior to Development Order (DO) – Elevation plan dimensions

Set to DRAFT on 7/15/2025 3:35:21 PM

Issue created by Thea French on 7/15/2025 3:35:21 PM

Issue is attached to Plans on sheet A3

thea.french@myclearwater.com - 727-444-8771

Include the elevation dimensions as defined in CDC Article 8.

Height, building or structure, means for buildings, the vertical distance from the mean elevation of the existing grade to the highest vertical distance from the existing grade to a point representing the midpoint of the peak and eave heights of the main roof structure of the roof of a building having a pitched roof.

Let me know if you need more clarity.

PLANNING - Prior to Development Order (DO) – Floor Plans

Set to DRAFT on 7/15/2025 3:49:09 PM

Issue created by Thea French on 7/15/2025 3:49:09 PM

thea.french@myclearwater.com - 727-444-8771

Floor plans are required for the proposed ADU and primary structure. Be sure to include square footage.

PLANNING - Prior to Development Order (DO) – General Comments (acknowledge)

Set to DRAFT on 7/15/2025 2:25:22 PM

Issue created by Thea French on 7/15/2025 2:25:22 PM

Issue is attached to page 1 in Revised FLS application.pdf

thea.french@myclearwater.com - 727-444-8771

Please note that additional comments may be generated at or after the Development Review Committee (DRC) meeting based on responses to DRC comments. Substantial redesign or unresolved issues will delay the ability to receive a Development Order and another DRC meeting may be required.

All plans and supporting documents must match. Additionally, any changes to plans, elevations, and other supporting documents must be coordinated for consistency across all documentation to move forward.

Pursuant to Fla. Stat. § 166.033, "Within 120 days after the municipality has deemed the application complete, or 180 days for applications that require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order. Both parties may agree to a reasonable request for an extension of time, particularly in the event of a force majeure or other extraordinary circumstance."

Revised applications that are not timely resubmitted to address DRC conditions, or for which a request for an extension of time is not received and agreed upon in a timeframe consistent with Florida Statutes, may be denied.

PLANNING - Prior to Development Order (DO) - General Information

Set to DRAFT on 7/15/2025 2:46:53 PM

Issue created by Thea French on 7/15/2025 2:46:53 PM

Issue is attached to page 2 in Revised FLS application.pdf

thea.french@myclearwater.com - 727-444-8771

Ensure the information provided is complete and correct. Here are examples.

Dwelling units - MAX PERMITTED "2" and PROPOSED "1 and an Accessory dwelling unit"

Parking - REQUIRED "2+1" and/or PROPOSED "2 parking spaces for the dwelling unit and 1 for the Accessory dwelling unit"

Floor area ratio does not apply for residential. The answer may be "not applicable".



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TELEPHONE (727) 562-4567

PLANNING - Prior to Development Order (DO) - Job valuation

Set to DRAFT on 7/15/2025 2:32:08 PM

Issue created by Thea French on 7/15/2025 2:32:08 PM
Issue is attached to page 1 in Revised FLS application.pdf
thea.french@myclearwater.com - 727-444-8771

Provide the job valuation for the construction of the ADU.

PLANNING - Prior to Development Order (DO) – Mechanical Equipment Screening.

Set to DRAFT on 7/15/2025 4:20:49 PM

Issue created by Thea French on 7/15/2025 4:20:49 PM
Issue is attached to Plans on sheet A1
thea.french@myclearwater.com - 727-444-8771

(a) Indicate the location of all mechanical equipment and add a note to the site plan which provides that mechanical equipment will be screened from view from adjacent properties and rights-of-way with fencing and/or landscaping. Fencing is permitted under separate permit. Existing fencing and landscaping counts.

(b) You can never go wrong actually putting this very note on the site plan: "Mechanical equipment will be screened from view from adjacent properties and rights-of-way with fencing and or landscaping."

PLANNING - Prior to Development Order (DO) – Parking

Set to DRAFT on 7/15/2025 4:25:10 PM

Issue created by Thea French on 7/15/2025 4:25:10 PM
Issue is attached to Plans on sheet A1
thea.french@myclearwater.com - 727-444-8771

(a) Indicate the required parking spaces for the existing detached dwelling and the proposed ADU.

(b) Provide clearly labeled dimensions for the spaces.

PLANNING - Prior to Development Order (DO) - Planning comments (acknowledge)

Set to DRAFT on 7/15/2025 2:29:13 PM

Issue created by Thea French on 7/15/2025 2:29:13 PM
Issue is attached to page 1 in Revised FLS application.pdf
thea.french@myclearwater.com - 727-444-8771

All planning comments need to be fully addressed prior to development order.

PLANNING - Prior to Development Order (DO) – Site Data Table

Set to DRAFT on 7/15/2025 3:44:54 PM

Issue created by Thea French on 7/15/2025 3:44:54 PM
Issue is attached to Plans on sheet A2
thea.french@myclearwater.com - 727-444-8771

SITE DATA TABLE REQUIRED

Please include a standard site data table including site area, ISR, parking, etc.

PLANNING - Prior to Development Order (DO) - Specific use criteria

Set to DRAFT on 7/15/2025 2:50:34 PM

Issue created by Thea French on 7/15/2025 2:50:34 PM
Issue is attached to page 4 in Revised FLS application.pdf
thea.french@myclearwater.com - 727-444-8771

(a) All flexibility applications must meet the specific standards such as CDC Section 2-203.A.1-8. All the specific flexibility criteria are to be addressed. Be sure to include the code section when referencing the requested flexibility.



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STORMWATER - Prior to DO

Set to DRAFT on 7/25/2025 5:51:37 PM

Issue created by Phuong Vo on 7/25/2025 5:51:37 PM
phuong.vo@myclearwater.com - 727-444-8228

Please revise the plan to show the minimum floor elevation for new building(s) or additions shall be 1 foot above the crown of the pavement abutting the building site.

TRAFFIC ENG - Prior to DO (Acknowledge) - Parking

Set to DRAFT on 7/28/2025 12:56:00 PM

Issue created by Raymond Dresch on 7/28/2025 12:56:00 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledge: Single family residence require 2 parking spaces and the ADU will require 1 space for a total of 3 off-street parking spaces.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



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TELEPHONE (727) 562-4567

8:45 AM

Case number: [FLS2025-06026 -- 1212 SEDEEVA CIR N](#)

Owner(s): Kimberly Ann Harris
1212 Sedeeva Cir N
Clearwater, FL 33755
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Denys Svitlytsya
1221 Turner St Ste 201
Clearwater, FL 33756
PHONE: (727) 641-4285, Fax: No fax, Email: Permits@terranovaoutdoorliving.Com

Representative: Shelley Jaffe
Terranova Landscapes And Designs Inc
1221 Turner St. Suite #201
Clearwater, FL 33756
PHONE: (727) 641-4285, Fax: No fax, Email: Permits@terranovaoutdoorliving.Com

Location: North side of Sedeeva Circle N. approximately 150 feet east of the intersection of Douglas Avenue and Sedeeva Circle N. (0.15 acres)

Atlas Page: 251B

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible standard development approval for a driveway, accessory to a detached dwelling, in the Low Medium Density Residential (LMDR) District located at 1212 Sedeeva Circle N. Requested is flexibility from side setback requirements. (Community Development Code Section 2-203.C)

Proposed Use: Detached Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Spring Branch Neighborhood & Park Association

Assigned Planner: Ava Schmidt, Planner



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/02/2025	Schmidt
Parks and Rec Review	No Comments	07/09/2025	Parry
Solid Waste Review	No Comments	07/09/2025	Portalatin
Land Resource Review	Comments	07/17/2025	Quinzi
Stormwater Review	Comments	07/18/2025	Vo
Public Utilities Review	Comments	07/21/2025	Vacca
comments			
Fire Review	No Comments	07/25/2025	Ramos
Environmental Review	Comments	07/25/2025	Kessler
Traffic Eng Review	Comments	07/28/2025	Dresch
Engineering Review	Comments	07/28/2025	Dresch

The DRC reviewed this application with the following comments:

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 1:00:20 PM

Issue created by Raymond Dresch on 7/28/2025 1:00:20 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Contractor shall request an easement inspection prior to any construction near an easement.



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TELEPHONE (727) 562-4567

ENGINEERING - Prior to DO (Acknowledge) - Sidewalk

Set to DRAFT on 7/31/2025 10:35:27 AM

Issue created by Raymond Dresch on 7/31/2025 10:35:27 AM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledge that the sidewalk will need to be removed at the nearest joint wider than the proposed driveway and replaced at 6" thickness. See City Design Standards Index 103 for more details. <https://www.myclearwater.com/files/sharedassets/public/v/3/doing-business-in-clearwater/city-projects/documents/100-streets/100streets.pdf>

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:33:06 AM

Issue created by Sarah Kessler on 7/25/2025 10:33:06 AM
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.

LAND RESOURCE - Prior to DO: Tree Preservation

Set to DRAFT on 8/1/2025 4:07:34 PM

Issue created by Michael Quinzi on 8/1/2025 4:07:34 PM
michael.quinzi@myclearwater.com - 727-444-8770

Due to the setback requirements it is not feasible to preserve tree # 2 unless the driveway is reduced to accommodate the tree. Please submit a revised Tree Preservation Plan with the necessary adjustments.

Notes - Prior to BCP submit a tree removal application and pay the associated fees.

Prior to issuance of a certificate of occupancy you are required to install code sized native shade tree or equivalent. This tree must meet the minimum code requirements and be installed.

PLANNING - Prior to DO - Accessory Structure

Set to DRAFT on 7/31/2025 10:00:19 AM

Issue created by Ava Schmidt on 7/31/2025 10:00:19 AM
ava.schmidt@myclearwater.com - 727-444-8028

Please provide more details on the use of the structure in the backyard.

PLANNING - Prior to DO - Acknowledge: General Comments

Set to DRAFT on 7/21/2025 3:11:17 PM

Issue created by Ava Schmidt on 7/21/2025 3:11:17 PM
ava.schmidt@myclearwater.com - 727-444-8028

Please note that additional comments may be generated at or after the Development Review Committee (DRC) meeting based on responses to DRC comments. Substantial redesign or unresolved issues will delay the ability to receive a Development Order and another DRC meeting may be required.

All plans and supporting documents must match. Additionally, any changes to plans, elevations, and other supporting documents must be coordinated for consistency across all documentation to move forward.

Pursuant to Fla. Stat. § 166.033, "Within 120 days after the municipality has deemed the application complete, or 180 days for applications that require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order. Both parties may agree to a reasonable request for an extension of time, particularly in the event of a force majeure or other extraordinary circumstance.

Revised applications that are not timely resubmitted to address DRC conditions, or for which a request for an extension of time is not received and agreed upon in a timeframe consistent with Florida Statutes, may be denied.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO - Acknowledge: Planning comments

Set to DRAFT on 7/24/2025 11:45:35 AM

Issue created by Ava Schmidt on 7/24/2025 11:45:35 AM
ava.schmidt@myclearwater.com - 727-444-8028

All planning comments need to be fully addressed prior to development order.

PLANNING - Prior to DO: Correct Description of Request

Set to DRAFT on 7/24/2025 9:54:38 AM

Issue created by Ava Schmidt on 7/24/2025 9:54:38 AM
Issue is attached to page 1 in Harris Driveway FLS Page 1.pdf
ava.schmidt@myclearwater.com - 727-444-8028

Please include the code section that allows for Residential Infill projects to request flexibility for side setback requirements. The code section is: CDC Section 2-203.D

Please also include how many off-street parking spaces are located on the site. Such as "two 9'x18' off-street parking spaces are provided."

When resubmitting the corrections, please resubmit the entire 5 pages of the application as a single pdf file.

PLANNING - Prior to DO: Correct Zoning and Future Land Use

Set to DRAFT on 7/24/2025 9:50:25 AM

Issue created by Ava Schmidt on 7/24/2025 9:50:25 AM
Issue is attached to page 1 in Harris Driveway FLS Page 1.pdf
ava.schmidt@myclearwater.com - 727-444-8028

Please refer to the City of Clearwater's zoning designations, not Pinellas County. When resubmitting the corrections, please resubmit the entire 5 pages of the application as a single pdf file.

Zoning: Low Medium Density Residential (LMDR)
Future Land Use: Residential Urban



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Flexibility Criteria

Set to DRAFT on 7/24/2025 11:48:56 AM

Issue created by Ava Schmidt on 7/24/2025 11:48:56 AM

Issue is attached to page 1 in Harris Driveway FLS page 4.pdf

ava.schmidt@myclearwater.com - 727-444-8028

All flexibility applications must meet the specific standards such as CDC Section 2-203.D.1-8. All the specific flexibility criteria are to be addressed. Please include a narrative for each criteria listed, similar to your narratives on page 3 of this application. When resubmitting the corrections, please resubmit the entire 5 pages of the application as a single pdf file.

The criteria, also found in Section 2-203.D.1-8 are listed below:

1.Single-family detached dwellings are the only permitted use eligible for residential infill project application;

2.The development or redevelopment of the parcel proposed for development is otherwise impractical without deviations from one or more of the following: intensity; other development standards;

3.The development of the parcel proposed for development as a residential infill project will not materially reduce the fair market value of abutting properties;

4.The uses within the residential infill project are otherwise permitted in the district;

5.The uses within the residential infill project are compatible with adjacent land uses;

6.The development of the parcel proposed for development as a residential infill project will upgrade the immediate vicinity of the parcel proposed for development;

7.The design of the proposed residential infill project creates a form and function which enhances the community character of the immediate vicinity of the parcel proposed for development and the City of Clearwater as a whole;

8.Flexibility in regard to lot width, required setbacks, height, off-street parking access or other development standards are justified by the benefits to community character and the immediate vicinity of the parcel proposed for development and the City of Clearwater as a whole.

PLANNING - Prior to DO: Grading plan

Set to DRAFT on 7/24/2025 4:22:07 PM

Issue created by Thea French on 7/24/2025 4:22:07 PM

thea.french@myclearwater.com - 727-444-8771

Required; not submitted

PLANNING - Prior to DO: Impervious Surface Ratio

Set to DRAFT on 7/22/2025 11:27:01 AM

Issue created by Ava Schmidt on 7/22/2025 11:27:01 AM

ava.schmidt@myclearwater.com - 727-444-8028

The proposed Impervious Surface Ratio has been provided at 0.54 where 0.65 is the maximum permitted, consistent with CDC Section 2-201.1, and the applicant shall confirm that the percentage includes all existing structures as well as proposed areas of the proposed driveway and walkway areas.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Setback

Set to DRAFT on 8/1/2025 8:28:30 AM

Issue created by Ava Schmidt on 8/1/2025 8:28:30 AM

Issue is attached to Plans on sheet SHEET 2

ava.schmidt@myclearwater.com - 727-444-8028

Planning may allow a setback reduced to 3', which accommodates the required 3' driveway apron.

ISA guidelines recommend an 8:1 ratio for tree protection, requiring a 10.33' radius around Tree #2. Installing the driveway as proposed would impact the tree's critical root zone, likely leading to its failure.

The provided tree preservation plan states that any impact to structural roots will necessitate the removal of this tree. The driveway will be installed in the area of the tree's root plate, even with the requested 0' side setback. Given this, planning recommends removal of this tree. Please provide a new site plans showing a minimum 3' setback that includes the 3' driveway apron. We will allow flexibility for the driveway width down to a minimum of 8' so as to not disturb the remaining Tree #1.

PLANNING - Prior to DO: Sight Visibility Triangles

Set to DRAFT on 7/24/2025 1:21:52 PM

Issue created by Ava Schmidt on 7/24/2025 1:21:52 PM

ava.schmidt@myclearwater.com - 727-444-8028

Please add the requisite sight visibility triangles to the site plan. The sight visibility triangles should be measured along the edges of the driveway where it intersects with the front property line and along the driveway. The triangles must be 20 feet by 20 feet. For more information on how to draw sight visibility triangles on the site plan, use this link:

https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV9GEAPST_S3-904SIVITR

To minimize traffic hazards at street or driveway intersections, no structure or landscaping may be installed which will obstruct views at a level between 30 inches above grade and eight feet above grade within the sight visibility triangle.

PLANNING - Prior to DO: Utility plan

Set to DRAFT on 7/24/2025 4:22:18 PM

Issue created by Thea French on 7/24/2025 4:22:18 PM

thea.french@myclearwater.com - 727-444-8771

Required; not submitted

PUBLIC UTILITIES - prior to permitting

Set to DRAFT on 7/16/2025 7:47:26 AM

Issue created by Michael Vacca on 7/16/2025 7:47:26 AM

Issue is attached to Plans on sheet SHEET 1

mike.vacca@myclearwater.com - 727-265-1831

Call -out and Acknowledge -

No water meter box or reclaimed water meter box (purple) will be located within the driveway.

STORMWATER - General condition - Acknowledge

Set to DRAFT on 7/18/2025 4:01:17 PM

Issue created by Phuong Vo on 7/18/2025 4:01:17 PM

phuong.vo@myclearwater.com - 727-444-8228

It shall be the responsibility of the contractor and/or owner-builder to not alter existing drainage pattern in a manner that could adversely affect adjacent properties.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

TRAFFIC ENG - Prior to DO - Driveway Design

Set to DRAFT on 7/28/2025 1:05:29 PM

Issue created by Raymond Dresch on 7/28/2025 1:05:29 PM
raymond.dresch@myclearwater.com - 727-444-8775

Traffic Engineering accepts that the minimum spacing of 10 ft between adjacent driveways cannot be achieved (Index 103) and will consider a reduced spacing provided input from Land Resources -- need to know minimum setback from tree -- as this also impacts the driveway design width (typical residential is 10 ft wide and 20 ft length as measured from the property line).

Note: Single Family Residence (SFR) require 2 off-street parking spaces per code.

<https://www.myclearwater.com/files/sharedassets/public/v/3/doing-business-in-clearwater/city-projects/documents/100-streets/100streets.pdf>

TRAFFIC ENG - Prior to DO - Sight Visibility Triangles

Set to DRAFT on 7/28/2025 1:09:43 PM

Issue created by Raymond Dresch on 7/28/2025 1:09:43 PM
Issue is attached to Plans on sheet SHEET 1
raymond.dresch@myclearwater.com - 727-444-8775

Please add 20' Sight Visibility Triangles (Section 3-904) to the plan along both sides of the driveway at the property line (not the edge of the street). No structure or landscaping may be present or installed which will obstruct views at a level between 30" and 8' above grade within the SVT. See markup.

Note: Existing tree and landscape behind the tree (away from the driveway) will be authorized to remain.

Link: https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV9GEAPST_S3-904SIVITR

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

9:00 AM

Case number: [FLS2025-07029 -- 801 BAY ESPLANADE](#)

Owner(s): Timothy J Aust
801 Bay Esplanade
Clearwater, FL 33767 130
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Timothy Aust
801 Bay Esplanade
Clearwater
PHONE: No phone, Fax: No fax, Email: Timaust@mac.Com

Representative: Brian Aungst, Jr.
Macfarlane, Ferguson & McMullen, P.A.
625 Court Street, Suite 200
Clearwater
PHONE: (727) 444-1403, Fax: No fax, Email: Bja@macfar.Com

Location: Southeast corner of Mango Street and Bay Esplanade. (0.19 acres).

Atlas Page: 249A

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for a detached dwelling in the Low Medium Density Residential (LMDR) District for the property located at 801 Bay Esplanade. The building will not exceed 30 feet in height and includes two parking spaces. Requested is flexibility from the rear setback requirements. (Community Development Code Section 2-203.C)

Proposed Use: Detached Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Clearwater Beach Association

Assigned Planner: Austen Dole, Planner



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/08/2025	Dole
Parks and Rec Review	No Comments	07/09/2025	Parry
Solid Waste Review	No Comments	07/09/2025	Portalatin
Public Utilities Review	No Comments	07/16/2025	Vacca
No Comments			
Environmental Review	Comments	07/25/2025	Kessler
Stormwater Review	Comments	07/25/2025	Vo
Fire Review	No Comments	07/25/2025	Ramos
Engineering Review	Comments	07/28/2025	Dresch
Traffic Eng Review	No Comments	07/28/2025	Dresch
Land Resource Review	Comments	07/30/2025	McDonnell

The DRC reviewed this application with the following comments:

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 1:49:27 PM

Issue created by Raymond Dresch on 7/28/2025 1:49:27 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:28:34 AM

Issue created by Sarah Kessler on 7/25/2025 10:28:34 AM
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to DO: Driveway

Set to DRAFT on 7/30/2025 10:33:30 AM

Issue created by Danny McDonnell on 7/30/2025 10:33:30 AM

Issue is attached to Plans on sheet SD-1

danny.mcdonnell@myclearwater.com - 727-444-8765

What type of material is being proposed for the driveway on the south side of the home?

LAND RESOURCE - Prior to DO: Tree Removal

Set to DRAFT on 7/30/2025 10:27:41 AM

Issue created by Danny McDonnell on 7/30/2025 10:27:41 AM

danny.mcdonnell@myclearwater.com - 727-444-8765

It appears that trees may need to be removed for the proposed construction. If so, please 'X' any trees to be removed on the site plan.

If trees will be removed, replacement trees will be required.

PLANNING - Prior to DO: Driveway

Set to DRAFT on 8/4/2025 8:25:06 AM

Issue created by Austen Dole on 8/4/2025 8:25:06 AM

austen.dole@myclearwater.com - 727-444-7351

Please clarify the proposed driveway along Mango Street. The section of Mango Street adjacent to the southern property line is unimproved, and it is unclear how the homeowner intends to access and utilize the proposed driveway.

PLANNING - Prior to DO: Flood Zone

Set to DRAFT on 8/4/2025 8:15:50 AM

Issue created by Austen Dole on 8/4/2025 8:15:50 AM

austen.dole@myclearwater.com - 727-444-7351

It has been determined that your proposed project is in a flood zone and will be required to be designed accordingly. The city has adopted higher standards which will impact your final building design flood elevations. Please verify the base flood elevation for your property as established on a Flood Insurance Rate Map (FIRM) and confirm if locally determined data from the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment was used to establish more restrictive flood elevations. For properties that are affected by multiple flood zones the design should be based on the most stringent base flood elevation (FIRM or County Vulnerability Assessment) that intersects the proposed structure and include the required two (2') feet of additional elevation (i.e. freeboard) to determine your final design flood elevation. Flood related reference material may include, but is not limited to ASCE 24-14, FBC 1612, FBCR 322, the city's Flood Ordinance (i.e. Community Development Code Chapter 51 Flood damage prevention. Please contact our Floodplain Administrator or a Plans Examiner if you have any questions at 727-562-4567.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to DO: General Comments (Acknowledge)

Set to DRAFT on 8/4/2025 8:19:40 AM

Issue created by Austen Dole on 8/4/2025 8:19:40 AM
austen.dole@myclearwater.com - 727-444-7351

Please note that additional comments may be generated at or after the Development Review Committee (DRC) meeting based on responses to DRC comments. Substantial redesign or unresolved issues will delay the ability to receive a Development Order and another DRC meeting may be required.

All plans and supporting documents must match. Additionally, any changes to plans, elevations, and other supporting documents must be coordinated for consistency across all documentation to move forward.

Pursuant to Fla. Stat. § 166.033, "Within 120 days after the municipality has deemed the application complete, or 180 days for applications that require final action through a quasijudicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order. Both parties may agree to a reasonable request for an extension of time, particularly in the event of a force majeure or other extraordinary circumstance."

Revised applications that are not timely resubmitted to address DRC conditions, or for which a request for an extension of time is not received and agreed upon in a timeframe consistent with Florida Statutes, may be denied.

PLANNING - Prior to DO: Tree Inventory

Set to DRAFT on 7/3/2025 12:08:00 PM

Issue created by Austen Dole on 7/3/2025 12:08:00 PM
austen.dole@myclearwater.com - 727-444-7351

Please provide tree inventory.

STORMWATER - Prior to Building Permit (Acknowledge)

Set to DRAFT on 7/25/2025 5:12:15 PM

Issue created by Phuong Vo on 7/25/2025 5:12:15 PM
Issue is attached to Plans on sheet SD-1
phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge that the following will be addressed on Building Permit plan submittal:

- Add legends on this plan sheet.
- Depict existing drainage pattern.
- Depict proposed drainage runoff from the project area is managed and routed to the design destination in a manner not to adversely impact the adjoining properties.

Note: Addition comment may be necessary based on the response to conditions.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

9:10 AM

Case number: [FLS2025-06027 -- 27 MANGO ST](#)

Owner(s): Sarah Grace Lewin
27 Mango St
Clearwater, FL 33767 132
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Timothy Holmes
303 9th St W
Bradenton, FL 34205
PHONE: (610) 930-6385, Fax: No fax, Email: Admin@tide-homes.Com

Representative: Timothy Holmes
Tide Homes Llc
303 9th St W
Bradenton, FL 34205
PHONE: (610) 930-6385, Fax: No fax, Email: Admin@tide-homes.Com

Location: Northwest corner of Mango Street and Mandalay Avenue. (0.14 acres)

Atlas Page: 249A

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for a detached dwelling in the Low Medium Density Residential (LMDR) District as a Residential Infill Project for the property located at 27 Mango Street. The building will not exceed 30 feet in height and includes two off-street parking spaces. Requested is flexibility from the front and side setbacks. (Community Development Code Section 2-203.D)

Proposed Use: Detached Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Clearwater Beach Association

Assigned Planner: Ryan Green, Planner II



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT
POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748
MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/08/2025	Green
Parks and Rec Review	No Comments	07/09/2025	Parry
Solid Waste Review	No Comments	07/09/2025	Portalatin
Public Utilities Review	Comments	07/16/2025	Vacca
General acknowledgement comments			
Environmental Review	Comments	07/25/2025	Kessler
Stormwater Review	Comments	07/25/2025	Vo
Fire Review	No Comments	07/25/2025	Ramos
Engineering Review	Comments	07/28/2025	Dresch
Traffic Eng Review	Comments	07/28/2025	Dresch
Land Resource Review	Comments	07/30/2025	McDonnell

The DRC reviewed this application with the following comments:

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 1:14:22 PM

Issue created by Raymond Dresch on 7/28/2025 1:14:22 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:26:34 AM

Issue created by Sarah Kessler on 7/25/2025 10:26:34 AM

sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.

LAND RESOURCE - Prior to DO: Landscape Material

Set to DRAFT on 7/29/2025 4:27:45 PM

Issue created by Danny McDonnell on 7/29/2025 4:27:45 PM

danny.mcdonnell@myclearwater.com - 727-444-8765

Shell, rock, gravel, and any similar material are not acceptable landscape materials per CDC 3-1204.B. All landscaped areas must be covered with shrubs, ground cover, turf, three inches of organic mulch or other suitable material which permits percolation.

Please remove the river rock from the plans and replace it with an acceptable landscape material.

LAND RESOURCE - Prior to DO: Required Trees

Set to DRAFT on 7/29/2025 4:27:21 PM

Issue created by Danny McDonnell on 7/29/2025 4:27:21 PM

Issue is attached to Plans on sheet LA1.0

danny.mcdonnell@myclearwater.com - 727-444-8765

A lot of this size requires 4 code sized native shade trees or equivalents to be installed. The current landscape plan is only showing 4 accent trees (which is equivalent to 2 shade trees). Please revise.

NOTE: No more than 25% of required trees may be accent trees. Additionally, on the beach, palms may be used for up to but no more than 75% of the required shade trees.

PLANNING - Prior to DO: Accessory Structures in setbacks

Set to DRAFT on 7/15/2025 10:06:22 AM

Issue created by Ryan Green on 7/15/2025 10:06:22 AM

Issue is attached to Plans on sheet A1.0

ryan.green@myclearwater.com - 727-444-7791

Per Sec 3-203 and code definitions, the sculpture garden, rocks and gas sconces are accessory structures and not allowed to be within the 5 foot setback.

PLANNING - Prior to DO: Acknowledge Flood zone

Set to DRAFT on 8/4/2025 8:24:37 AM

Issue created by Ryan Green on 8/4/2025 8:24:37 AM

Issue is attached to Plans on sheet A1.3

ryan.green@myclearwater.com - 727-444-7791

It has been determined that your proposed project is in a flood zone and will be required to be designed accordingly. The city has adopted higher standards which will impact your final building design flood elevations. Please verify the base flood elevation for your property as established on a Flood Insurance Rate Map (FIRM) and confirm if locally determined data from the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment was used to establish more restrictive flood elevations. For properties that are affected by multiple flood zones the design should be based on the most stringent base flood elevation (FIRM or County Vulnerability Assessment) that intersects the proposed structure and include the required two (2') feet of additional elevation (i.e. freeboard) to determine your final design flood elevation. Flood related reference material may include, but is not limited to ASCE 24-14, FBC 1612, FBCR 322, the city's Flood Ordinance (i.e. Community Development Code Chapter 51 Flood damage prevention. Please contact our Floodplain Administrator or a Plans Examiner if you have any questions at 727-562-4567.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to DO: East Side Pavers

Set to DRAFT on 7/15/2025 10:15:59 AM

Issue created by Ryan Green on 7/15/2025 10:15:59 AM

Issue is attached to Plans on sheet LA1.0

ryan.green@myclearwater.com - 727-444-7791

Per Sec 3-203 and code definitions, the ground pavers on the east side of the house are structures and cannot be within the 25 feet front setback.

PLANNING - Prior to DO: Evidence approved 2 foot side setbacks

Set to DRAFT on 7/28/2025 9:38:54 AM

Issue created by Ryan Green on 7/28/2025 9:38:54 AM

Issue is attached to Plans on sheet A1.0

ryan.green@myclearwater.com - 727-444-7791

Please provide evidence of cases that have approval for a 2 foot side setback.

At the moment staff sees no evidence of a 2 foot side setback and would like the side setback to be set at 5 feet since the code allows a reduction to a 10 front setback with the canopy required to be at least 10 feet from the right of way. CDC Sec 3-908.A.2 & B

PLANNING - Prior to DO: Outdoor Lighting

Set to DRAFT on 7/15/2025 10:22:19 AM

Issue created by Ryan Green on 7/15/2025 10:22:19 AM

Issue is attached to Plans on sheet A1.3

ryan.green@myclearwater.com - 727-444-7791

Per Sec 3-1302, the lighting cannot illuminate off site. Please include an image of the fixture type(s) that will be included and call them out on the site plan.

PUBLIC UTILITIES - prior to premitting

Set to DRAFT on 7/16/2025 8:13:12 AM

Issue created by Michael Vacca on 7/16/2025 8:13:12 AM

Issue is attached to Plans on sheet CURRENT SITE PLAN

mike.vacca@myclearwater.com - 727-265-1831

1. Call out and acknowledge,- show on drawing locations of water, sewer and Reclaimed water services.
2. Call out and acknowledge - water or reclaimed water meter boxes are not permitted to be located within driveway.

STORMWATER - Prior to Building Permit (Acknowledge)

Set to DRAFT on 7/25/2025 6:05:32 PM

Issue created by Phuong Vo on 7/25/2025 6:05:32 PM

Issue is attached to Plans on sheet A1.0

phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge on the response letter that the following will be addressed upon submitting Building Permit application:

1. Provide finished floor elevation (FFE) at a minimum of 12" (1 foot) above crown of adjacent roadway.
2. Provide a site grading plan showing proposed drainage swale elevations and show all proposed discharge points.
3. Provide signed/sealed drainage narrative (document) from EOR/AOR referencing the submitted site grading plan, and that such plan when implemented will not cause adverse impacts to adjoining properties. The narrative shall reference the historic flow pattern of submitted lot and adjacent properties and shall describe how the provided drainage plan design will function related to such flows. Certification can be on company letterhead.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

TRAFFIC ENG - Prior to DO - Driveway Dimensions

Set to DRAFT on 7/28/2025 1:22:35 PM

Issue created by Raymond Dresch on 7/28/2025 1:22:35 PM

Issue is attached to Plans on sheet A1.0

raymond.dresch@myclearwater.com - 727-444-8775

Please provide driveway dimensions. Minimum standard design driveway is 10 ft wide by 20 ft (between structure and property line). A reduced length may be approved, however the off-street parking of 2 vehicles (required for SFR) cannot block the sidewalk.

Note: Beach access immediately to the west at the end of Mango.

TRAFFIC ENG - Prior to DO - Sight Visibility Triangles

Set to DRAFT on 7/28/2025 1:19:07 PM

Issue created by Raymond Dresch on 7/28/2025 1:19:07 PM

Issue is attached to Plans on sheet A1.0

raymond.dresch@myclearwater.com - 727-444-8775

Please add 20' Sight Visibility Triangles (Section 3-904) to the plan along both sides of the driveway at the property line (not the edge of the street) and at the corner for parcels with double frontages (corner lot). No structure or landscaping may be present or installed which will obstruct views at a level between 30" and 8' above grade within the SVT.

Link: https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV9GEAPST_S3-904SIVITR

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

9:20 AM

Case number: [FLS2025-07030 -- 732 SNUG ISL](#)

Owner(s): Gregory, Ronald W & Debra S Liv Trust
732 Snug Is
Clearwater, FL 33767 183
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Ronald Gregory
3801 Park Street North, Suite 3
St. Petersburg, FL 33709
PHONE: (727) 374-9200, Fax: No fax, Email: Rgregory@gregorylaw.Net

Representative: Ronald Gregory
Gregory Law Firm, PI
3801 Park Street North, Suite 3
St. Petersburg, FL 33709
PHONE: (727) 374-9200, Fax: No fax, Email: Rgregory@gregorylaw.Net

Location: West side of Snug Island, 1,255 feet north of the northwest corner of Snug Island and Harbor Passage. (0.23 acres)

Atlas Page: 249B

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for a pool deck, accessory to a detached dwelling, in the Low Medium Density Residential - Island Estates Neighborhood Conservation Overlay District (LMDR/IENCOD) as a Residential Infill Project for the property located at 732 Snug Island. Requested is flexibility from the side setback requirements. (Community Development Code 2-1602.E.2)

Proposed Use: Detached Dwellings

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Island Estates Civic Association

Assigned Planner: Ryan Green, Planner II



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/09/2025	Green
Public Utilities Review	No Comments	07/16/2025	Vacca
No Comments			
Stormwater Review	Comments	07/25/2025	Vo
Environmental Review	Comments	07/25/2025	Kessler
Engineering Review	Comments	07/28/2025	Dresch
Land Resource Review	No Comments	07/30/2025	McDonnell

The DRC reviewed this application with the following comments:

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 2:06:33 PM

Issue created by Raymond Dresch on 7/28/2025 2:06:33 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:20:10 AM

Issue created by Sarah Kessler on 7/25/2025 10:20:10 AM
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.



CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Acknowledge Flood zone

Set to DRAFT on 8/4/2025 8:27:18 AM

Issue created by Ryan Green on 8/4/2025 8:27:18 AM

Issue is attached to Plans on sheet LANDSCAPE

ryan.green@myclearwater.com - 727-444-7791

It has been determined that your proposed project is in a flood zone and will be required to be designed accordingly. The city has adopted higher standards which will impact your final building design flood elevations. Please verify the base flood elevation for your property as established on a Flood Insurance Rate Map (FIRM) and confirm if locally determined data from the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment was used to establish more restrictive flood elevations. For properties that are affected by multiple flood zones the design should be based on the most stringent base flood elevation (FIRM or County Vulnerability Assessment) that intersects the proposed structure and include the required two (2') feet of additional elevation (i.e. freeboard) to determine your final design flood elevation. Flood related reference material may include, but is not limited to ASCE 24-14, FBC 1612, FBCR 322, the city's Flood Ordinance (i.e. Community Development Code Chapter 51 Flood damage prevention. Please contact our Floodplain Administrator or a Plans Examiner if you have any questions at 727-562-4567.

PLANNING - Prior to DO: Application adjustment

Set to DRAFT on 7/11/2025 11:24:48 AM

Issue created by Ryan Green on 7/11/2025 11:24:48 AM

ryan.green@myclearwater.com - 727-444-7791

Please update page one of the application under description of request. Please add that, this FLS case is needed due to the rebuild/refurbished deck, that had a stop work order, and the nonconformity section of the code requires the deck adhere to setbacks and this FLS is a solution.

PLANNING - Prior to DO: Mechanical equipment.

Set to DRAFT on 7/11/2025 12:05:57 PM

Issue created by Ryan Green on 7/11/2025 12:05:57 PM

Issue is attached to Plans on sheet SURVEY 2

ryan.green@myclearwater.com - 727-444-7791

The Mechanical equipment (AC Unit and any other pool equipment) is required to be screened from view, with landscaping or fencing, and must be at least 7.5 feet from the north side lot line. Please tell us with method will be used.

PLANNING - Prior to DO: Pool Deck height

Set to DRAFT on 7/25/2025 4:11:31 PM

Issue created by Ryan Green on 7/25/2025 4:11:31 PM

Issue is attached to Plans on sheet LANDSCAPE

ryan.green@myclearwater.com - 727-444-7791

Please give photos of pool deck from the waters edge. The height needs to be proven.

PLANNING - Prior to DO: Setback Visibility

Set to DRAFT on 7/11/2025 11:09:57 AM

Issue created by Ryan Green on 7/11/2025 11:09:57 AM

Issue is attached to Plans on sheet LANDSCAPE

ryan.green@myclearwater.com - 727-444-7791

The setback of the pool deck is writing is faint and others may find it hard to find. Please have the plans show the measurement in darker font to better be seen.

STORMWATER - Prior to Building Permit (acknowledge)

Set to DRAFT on 7/25/2025 6:36:58 PM

Issue created by Phuong Vo on 7/25/2025 6:36:58 PM

Issue is attached to Plans on sheet SURVEY 2

phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge that at building permit submittal, applicant to submit a lot grading plan showing drainage from the the subject lot (building, pool deck, and green areas) is managed and routed to the designed destinations, away from the adjoining properties.



CITY OF CLEARWATER

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

9:30 AM

Case number: [FLD2025-06014 -- 524 MANDALAY AVE](#)

Owner(s): Tema Investments
3035 Sw 1st Ave Apt 401
Miami, FL 33129-2773
PHONE: (727) 524-6090, Fax: No fax, Email: No email

Applicant: Sean Cashen
13825 Icot Blvd., Suite 605
Clearwater, FL 33760
PHONE: No phone, Fax: (727) 524-6090, Email:
Krikor@gulfcoastconsultinginc.Com

Representative: Krikor Kassarjian
Gulf Coast Consulting Inc
13825 Icot Blvd., Suite 605
Clearwater
PHONE: (727) 524-1818, Fax: (727) 524-6090, Email:
Krikor@gulfcoastconsultinginc.Com

Location: Northwest corner of Mandalay Avenue and Ambler Street. (0.19 acres)

Atlas Page: 258A

Zoning District: T - Tourist

Request: Flexible Development approval for conversion to a restaurant in the Tourist (T) District and the Destination Resort Character District of Beach by Design as a Comprehensive Infill Redevelopment Project for the property located at 524 Mandalay Avenue. The building does not exceed 15 feet in height and includes six parking spaces. Requested is flexibility for a reduced off-street parking for the site based on a parking demand study. (Community Development Code Sections 2-803.D and 3-1401.C)

Proposed Use: Restaurants

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Belle Harbor
Clearwater Beach Association

Assigned Planner: Melissa Hauck-Baker, Senior Planner



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/07/2025	Hauck-Baker
Solid Waste Review	Comments	07/09/2025	Portalatin
Parks and Rec Review	No Comments	07/09/2025	Parry
Public Utilities Review	No Comments	07/16/2025	Vacca
No Comments			
Environmental Review	Comments	07/25/2025	Kessler
Fire Review	No Comments	07/25/2025	Ramos
Stormwater Review	Comments	07/25/2025	Vo
Traffic Eng Review	No Comments	07/28/2025	Dresch
Engineering Review	Comments	07/28/2025	Dresch
Harbor Master Review	No Review Required	07/28/2025	Hauck-Baker
Land Resource Review	Comments	07/30/2025	McDonnell
Planning Review	Comments	07/30/2025	Hauck-Baker

The DRC reviewed this application with the following comments:

Plan Room Issues:



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 2:30:46 PM

Issue created by Raymond Dresch on 7/28/2025 2:30:46 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:30:13 AM

Issue created by Sarah Kessler on 7/25/2025 10:30:13 AM
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.

An Asbestos Survey is usually required prior to conducting any demolition or renovations. Contact Pinellas County Air Quality (727/464-4422) for more information.

LAND RESOURCE - Prior to CDB: Tree Species

Set to DRAFT on 7/30/2025 1:33:23 PM

Issue created by Danny McDonnell on 7/30/2025 1:33:23 PM
Issue is attached to Plans on sheet SP1
danny.mcdonnell@myclearwater.com - 727-444-8765

Crape myrtle trees are considered an accent tree in the City of Clearwater. Please replace this with a shade tree.

PLANNING - Prior to CDB: Beach by Design, Design Guidelines, Materials and Colors

Set to DRAFT on 7/31/2025 12:42:24 PM

Issue created by Melissa Hauck-Baker on 7/31/2025 12:42:24 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Provide the proposed exterior building materials and colors. Please provide the proposed project compliance with Section L. Materials and Colors of the Beach by Design, Design Guidelines. This section addresses building facades, sidewalk treatments, street furniture and the recommended color palette for building colors.

PLANNING - Prior to CDB: Beach by Design, Design Guidelines, Parking Areas

Set to DRAFT on 7/28/2025 3:07:34 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:07:34 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please provide the proposed project compliance with Section F. Parking Areas of the Beach by Design, Design Guidelines; "To create a well-defined and aesthetically appealing street boundary, all parking areas will be separated from public rights of way by a landscaped decorative wall, fence or other opaque landscape treatment of not less than three feet (3') and not more than three and one-half feet (3½') in height"

PLANNING - Prior to CDB: Beach by Design, Design

Set to DRAFT on 7/28/2025 3:08:06 PM



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Guidelines, Sidewalks

Issue created by Melissa Hauck-Baker on 7/28/2025 3:08:06 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Provide the proposed project compliance with Section H. Sidewalks in the Design Guidelines of Beach by Design. This section addresses sidewalk widths, landscaping treatment, and requirements for portions of sidewalks improved for non-pedestrian purposes including outdoor dining and landscape material.

PLANNING - Prior to CDB: Beach by Design, Design Guidelines, Street Level Façades

Set to DRAFT on 7/28/2025 3:06:51 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:06:51 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

The Floor Plan, Sheet A1.0, details that the east wall of the new restaurant area will remain with the existing configuration, this needs to be confirmed. The Exterior Elevation plan, Sheet A4.0, provides details regarding the proposed treatment of the eastern edge of the awning for the sidewalk café but fails to show the proposed building treatments. Consistent with Section E. Street-Level Façades of the Beach by Design, Design Guidelines, sixty percent of the street level façades of buildings used for nonresidential purposes, which abut a public street or pedestrian access way, will be transparent.

PLANNING - Prior to CDB: FEMA Flood Guidance

Set to DRAFT on 8/4/2025 8:16:01 AM

Issue created by Melissa Hauck-Baker on 8/4/2025 8:16:01 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

It has been determined that your proposed project is in a flood zone and will be required to be designed accordingly. The city has adopted higher standards which will impact your final building design flood elevations. Please verify the base flood elevation for your property as established on a Flood Insurance Rate Map (FIRM) and confirm if locally determined data from the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment was used to establish more restrictive flood elevations. For properties that are affected by multiple flood zones the design should be based on the most stringent base flood elevation (FIRM or County Vulnerability Assessment) that intersects the proposed structure and include the required two (2') feet of additional elevation (i.e. freeboard) to determine your final design flood elevation.

Flood related reference material may include, but is not limited to ASCE 24-14, FBC 1612, FBCR 322, the city's Flood Ordinance (i.e. Community Development Code Chapter 51 Flood damage prevention. Please contact our Floodplain Administrator or a Plans Examiner if you have any questions at 727-562-4567.

PLANNING - Prior to CDB: Findings of Fact (Acknowledge)

Set to DRAFT on 7/28/2025 3:03:46 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:03:46 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Prior to CDB: Findings of Fact (Acknowledge)

1. The 0.19-acre site is located on the west side of Mandalay Avenue at the northwest corner of Mandalay Avenue and Ambler Street.
2. The project is located in the Destination Resort District of Beach by Design and the Tourist (T) District with the consistent Resort Facilities High (RFH) Future Land Use category.
3. The project site is comprised of one parcel of 8,690 square feet in area with a frontage of 87 feet along Mandalay Avenue and 100 feet along Amber Street.
4. The existing development consists of a 4,106 square foot building, constructed in 1953, and a parking area consisting of seven parking spaces.
5. The project includes the interior conversion of 530 square feet of office area to restaurant area resulting in a restaurant with a total of 2,438 square feet and remaining office area of 1,547 square feet and a redeveloped parking area consisting of six parking spaces.
6. There are no active Code Compliance cases.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to CDB: General Comments (Acknowledge)

Set to DRAFT on 7/28/2025 3:01:17 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:01:17 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please note that additional comments may be generated at or after the Development Review Committee (DRC) meeting based on responses to DRC comments. Substantial redesign or unresolved issues will delay the ability to receive a Development Order and another DRC meeting may be required prior to proceeding to the Community Development Board (CDB).

All plans and supporting documents must match. Additionally, any changes to plans, elevations, and other supporting documents must be coordinated for consistency across all documentation to move forward.

Pursuant to Fla. Stat. § 166.033, "Within 120 days after the municipality has deemed the application complete, or 180 days for applications that require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order. Both parties may agree to a reasonable request for an extension of time, particularly in the event of a force majeure or other extraordinary circumstance."

In order to be reviewed by the Community Development Board (CDB) on September 16, 2025, please electronically submit any updated materials no later than 12:00pm on August 15, 2025.

PLANNING - Prior to CDB: Landscaping Plan

Set to DRAFT on 7/28/2025 3:06:00 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:06:00 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

The Preliminary Site Plan, Sheet C1, details the proposed 198 square foot landscaping area in the northwest corner of the existing parking area. The plan does not detail or describe the proposed plant materials, in a plant schedule, for the new landscaping area.

PLANNING - Prior to CDB: Project Valuation

Set to DRAFT on 7/31/2025 3:55:01 PM

Issue created by Melissa Hauck-Baker on 7/31/2025 3:55:01 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please provide the proposed project valuation. If the valuation exceeds 25 percent of the depreciated value of the structure the project will be required to bring the landscaping and off-street parking up to full code compliance as much as practicable consistent with CDC Sections 3-1202.A.3 and 3-1401.B.3.

PLANNING - Prior to CDB: Provide ISR Calculations

Set to DRAFT on 7/28/2025 3:04:50 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:04:50 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please provide the existing and proposed Impervious Surface Ratio (ISR) calculations. ISR includes building, deck, driveways, pavers, sheds, walkways, concrete pads for AC or mechanical, etc. ISR permitted for your property is 0.95 or less and the existing ISR is 0.98, which exceeds the maximum permitted.

PLANNING - Prior to CDB: Remove Signage

Set to DRAFT on 7/28/2025 3:08:38 PM

Issue created by Melissa Hauck-Baker on 7/28/2025 3:08:38 PM
melissa.hauck-baker@myclearwater.com - 727-444-8769

All references to signage shall be removed from the submittal as signage is a separate issue that will be handled under a separate application



CITY OF CLEARWATER

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to CO: Outdoor Cafe & Doggy Dining

Set to DRAFT on 7/30/2025 8:29:26 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 8:29:26 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Updated applications are required for the Outdoor Cafe (MIS2019-03025) and Doggy Dining (MIS2019-06013) approvals. These approvals are for one year and the applicant must ensure that the proposed expansion of the Outdoor Cafe, including Doggy Dining, is approved prior to operation.

SOLID WASTE - Prior to CDB - Dumpsters

Set to DRAFT on 7/9/2025 12:34:29 PM

Issue created by Brandi Portalatin on 7/9/2025 12:34:29 PM
brandi.portalatin@myclearwater.com - 727-562-4920

If parking is being modified then the enclosure needs to be brought up to code so both containers can fit inside the enclosure. At this time one dumpster sits in the enclosure and one cardboard container sits either in or next to the handicap parking space. The enclosure specs can be found in sec. 32.284 (engineering index 701)

STORMWATER - Prior to Building Permit (Acknowledge)

Set to DRAFT on 7/25/2025 4:58:16 PM

Issue created by Phuong Vo on 7/25/2025 4:58:16 PM
phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge that the observed drainage ponding in the parking lot shall be addressed on Building Permit plan submittal.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

9:50 AM

Case number: [FLD2025-07016 -- 1446 S MISSOURI AVE](#)

Owner(s): 1446 S Missouri Llc
201 Palm Island Sw
Clearwater, FL 33767
PHONE: (727) 444-1403, Fax: No fax, Email: No email

Applicant: Brian Aungst, Jr.
625 Court Street, Suite 200
Clearwater, FL 33756
PHONE: (727) 444-1403, Fax: No fax, Email: Bja@macfar.Com

Representative: Brian Aungst, Jr.
Macfarlane, Ferguson & McMullen, P.A.
625 Court Street, Suite 200
Clearwater
PHONE: (727) 441-8966, Fax: No fax, Email: Bja@macfar.Com

Location: West side of S. Missouri Avenue, approximately 645 feet north of Woodlawn Street.
(1.12 acres)

Atlas Page: 314A

Zoning District: C - Commercial

Request: Flexible Development approval for personal vehicle storage within the Commercial (C) District as a Comprehensive Infill Redevelopment Project for the property located at 1446 S. Missouri Avenue. The building is 17 feet in height and includes 31 off-street parking spaces. Requested is flexibility for the use. (Community Development Code Section 2-704.F)

Proposed Use: Self-Storage Warehouse

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
Lake Belleview Neighborhood Association
Brookhill Ambassadors

Assigned Planner: Melissa Hauck-Baker, Senior Planner



CITY OF CLEARWATER

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	07/08/2025	Hauck-Baker
Solid Waste Review	Comments	07/09/2025	Portalatin
Parks and Rec Review	No Comments	07/09/2025	Parry
Public Utilities Review	No Comments	07/16/2025	Vacca
No Comments			
Land Resource Review	Comments	07/18/2025	Quinzi
Stormwater Review	Comments	07/18/2025	Vo
Fire Review	No Comments	07/25/2025	Ramos
Environmental Review	Comments	07/25/2025	Kessler
Traffic Eng Review	Comments	07/28/2025	Dresch
Engineering Review	Comments	07/28/2025	Dresch
Planning Review	Comments	07/30/2025	Hauck-Baker
Harbor Master Review	No Review Required	07/30/2025	Hauck-Baker

The DRC reviewed this application with the following comments:

Plan Room Issues:



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 7/28/2025 4:14:06 PM

Issue created by Raymond Dresch on 7/28/2025 4:14:06 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.

ENVIRONMENTAL - Prior to Building Permit

Set to DRAFT on 7/25/2025 10:22:32 AM

Issue created by Sarah Kessler on 7/25/2025 10:22:32 AM
sarah.kessler@myclearwater.com - 727-444-8233

An Asbestos Survey is usually required prior to conducting any demolition or renovations. Contact Pinellas County Air Quality (727/464-4422) for more information.

Provide erosion control measures on plan sheet and provide notes detailing erosion control methods. Note: all silt fencing and other erosion control measures will be installed prior to the commencement of site work and maintained throughout the project.

LAND RESOURCE - Prior to CDB: Irrigation Plan

Set to DRAFT on 7/18/2025 10:35:00 AM

Issue created by Michael Quinzi on 7/18/2025 10:35:00 AM
michael.quinzi@myclearwater.com - 727-444-8770

Submit an Irrigation Plan.

Do not install landscaping or irrigation (unless directional bore) in the critical root zone (inside the tree barricade) of the existing trees to be preserved.

LAND RESOURCE - Prior to CDB: Landscape Acknowledgement

Set to DRAFT on 7/18/2025 10:46:55 AM

Issue created by Michael Quinzi on 7/18/2025 10:46:55 AM
michael.quinzi@myclearwater.com - 727-444-8770

Please respond that you acknowledge the following:

Shell, rock, gravel, and any similar material are not acceptable landscape materials per CDC 3-1204.B and will not be approved during the Landscape Final.

Code (CDC 3-1204.B) details what is acceptable in terms of landscaping:

"All landscaped areas must be covered with shrubs, ground cover, turf, three inches of organic mulch or other suitable material which permits percolation. Where mulch is used, it must be protected from washing out of the planting bed. Inorganic mulch, such as gravel or rock, should only be used where washouts occur. Plastic sheets / weed barrier shall not be installed under mulches."



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to CDB: Landscape Plan

Set to DRAFT on 7/18/2025 10:33:03 AM

Issue created by Michael Quinzi on 7/18/2025 10:33:03 AM

Issue is attached to Plans on sheet C3.1

michael.quinzi@myclearwater.com - 727-444-8770

Revise the Landscape Plan to include the following :

- 1) (Correct Plant Schedule) Shade trees must be a minimum of 10 feet in height and 2.5 inch caliper. Accent trees must be a minimum of 8 feet in height and 2.0 inch in caliper.
- 2) Shade trees must be a minimum of 5 feet from any impervious surface or utility.
- 3) Trees to be preserved and the dimensions of the tree barricades prescribed by the Tree Preservation Plan shall be shown on all Civil Plans, Landscape Plans and Irrigation Plan.
- 4) Submit city of Clearwater Landscape Details.
- 5) Do not install landscaping or irrigation (unless directional bore) in the critical root zone (inside the tree barricade) of the existing trees to be preserved.

LAND RESOURCE - Prior to CDB: Tree Inventory

Set to DRAFT on 7/18/2025 10:37:38 AM

Issue created by Michael Quinzi on 7/18/2025 10:37:38 AM

michael.quinzi@myclearwater.com - 727-444-8770

Tree Inventory Required - This application requires a tree inventory to be prepared by an ISA Certified Arborist using the City's scale from 0 to 6 (See CDC 3-1202.H.) to evaluate existing trees and indicated if the tree is worth or preservation or removal. This must be accompanied by a tree survey. All required landscape trees including accent trees with a DBH of 2 inches, all other trees with a DBH of 4 inches, and all palms with 10 feet of clear trunk must be included. Sites over one acre must tag the trees with aluminum nails and tags. Adjacent off-site trees up to 25 feet must be shown on the tree survey. No review will be performed until the inventory is received. Provide prior to CDB.

LAND RESOURCE - Prior to CDB: Tree Preservation

Set to DRAFT on 7/18/2025 10:36:46 AM

Issue created by Michael Quinzi on 7/18/2025 10:36:46 AM

michael.quinzi@myclearwater.com - 727-444-8770

Tree Preservation Plan Required - Provide a Tree Preservation Plan prepared by an ISA Certified Arborist. This plan must show how the proposed building, parking, stormwater, irrigation and utilities impact the critical root zones (drip lines) of trees to be preserved and how you propose to address these impacts i.e.; crown elevating, root pruning and/or root aeration systems. Provide a scaled drawing showing all dimension. Include adjacent off-site trees up to 25 feet from property line. Other data required on this plan must show the trees canopy line, actual tree barricade limits and the tree barricade detail. And any other pertinent information relating to tree preservation. Provide prior to CDB.

NOTE - Trees to be preserved and the dimensions of the tree barricades prescribed by the Tree Preservation Plan shall be shown on all Civil Plans and Landscape Plans.

PLANNING - Prior to CDB: Clarify Proposed Use

Set to DRAFT on 7/30/2025 10:23:42 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:23:42 AM

Issue is attached to Plans on sheet A1.1

melissa.hauck-baker@myclearwater.com - 727-444-8769

The Floor Plan, Sheet A1.1, details various proposed items within the building, such as a bar with 24 bar stools which appear to be visible from the exterior windows along the east facade. This raises concerns about the actual proposed use.

PLANNING - Prior to CDB: Deed Restriction

Set to DRAFT on 7/30/2025 9:28:39 AM



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

Issue created by Melissa Hauck-Baker on 7/30/2025 9:28:39 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please provide a draft of the proposed Deed Restriction regarding the use of the property will be limited to indoor personal vehicle storage and will not be used for vehicle service or vehicle repair.

PLANNING - Prior to CDB: Elevation Materials and Colors

Set to DRAFT on 7/30/2025 9:32:49 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 9:32:49 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Provide the proposed exterior building materials and colors on the architectural elevations.

PLANNING - Prior to CDB: FEMA Flood Guidance

Set to DRAFT on 8/4/2025 8:16:51 AM

Issue created by Melissa Hauck-Baker on 8/4/2025 8:16:51 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

It has been determined that your proposed project is in a flood zone and will be required to be designed accordingly. The city has adopted higher standards which will impact your final building design flood elevations. Please verify the base flood elevation for your property as established on a Flood Insurance Rate Map (FIRM) and confirm if locally determined data from the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment was used to establish more restrictive flood elevations. For properties that are affected by multiple flood zones the design should be based on the most stringent base flood elevation (FIRM or County Vulnerability Assessment) that intersects the proposed structure and include the required two (2') feet of additional elevation (i.e. freeboard) to determine your final design flood elevation.

Flood related reference material may include, but is not limited to ASCE 24-14, FBC 1612, FBCR 322, the city's Flood Ordinance (i.e. Community Development Code Chapter 51 Flood damage prevention. Please contact our Floodplain Administrator or a Plans Examiner if you have any questions at 727-562-4567.

PLANNING - Prior to CDB: Findings of Fact (Acknowledge)

Set to DRAFT on 7/30/2025 10:08:32 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:08:32 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

1. The 1.12-acre site is located on the west side of S. Missouri Avenue approximately 645 feet north of Woodlawn Street.
2. The project is in the Commercial (C) District with the consistent Commercial General (CG) Future Land Use category.
3. The project site is comprised of one parcel of 48,966 square feet in area with a frontage of 164 feet along S. Missouri Avenue.
4. The existing development consists of a 12,250 square foot building, constructed in 1959, and a parking area consisting of 51 off-street parking spaces.
5. The project includes the conversion of the existing building to personal vehicle storage, with no vehicle service or repairs, updated landscaping and a parking area consisting of 31 off-street parking spaces.
6. There are no active Code Compliance cases.

PLANNING - Prior to CDB: Floor Plan Details

Set to DRAFT on 7/30/2025 10:50:16 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:50:16 AM
Issue is attached to Plans on sheet A1.1
melissa.hauck-baker@myclearwater.com - 727-444-8769

The Floor Plan does not provide the layout of the indoor vehicle storage. Provide the proposed number of vehicles to be stored and the general layout.



CITY OF CLEARWATER

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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to CDB: General Comments (Acknowledge)

Set to DRAFT on 7/30/2025 9:14:57 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 9:14:57 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please note that additional comments may be generated at or after the Development Review Committee (DRC) meeting based on responses to DRC comments. Substantial redesign or unresolved issues will delay the ability to receive a Development Order and another DRC meeting may be required prior to proceeding to the Community Development Board (CDB).

All plans and supporting documents must match. Additionally, any changes to plans, elevations, and other supporting documents must be coordinated for consistency across all documentation to move forward.

Pursuant to Fla. Stat. § 166.033, "Within 120 days after the municipality has deemed the application complete, or 180 days for applications that require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order. Both parties may agree to a reasonable request for an extension of time, particularly in the event of a force majeure or other extraordinary circumstance."

In order to be reviewed by the Community Development Board (CDB) on September 16, 2025, please electronically submit any updated materials no later than 12:00pm on August 15, 2025.

PLANNING - Prior to CDB: Inconsistent Plan Sets

Set to DRAFT on 7/30/2025 10:12:33 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:12:33 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please ensure that the proposed layout of the site plan and new window/door openings of the building are consistent between the civil plan set and the architectural plan set. Additionally, remove any reference to a repair shop on the plans and confirm the number of off-street parking spaces, the application shows 21 spaces and the site plan shows 31 spaces. The revised set of plans should provide all relevant dimensions which have been raised as issues among all disciplines.

PLANNING - Prior to CDB: Landscaping Plan

Set to DRAFT on 7/30/2025 10:19:13 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:19:13 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Sheet C3.1 of the Civil Site Plan, details the proposed planting plan and plant schedule. Code compliant landscaping buffers must feature plant materials within the required buffer distance consistent with CDC Section 3-1202. Additionally, if the project requires a Comprehensive Landscaping Program application, consistent with CDC Section 3-1202.G, this should be included as part of the review process.

PLANNING - Prior to CDB: Parking Lot Islands

Set to DRAFT on 7/30/2025 10:33:59 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 10:33:59 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please dimension all the new parking lot islands to ensure the minimum distance of 17 feet, back of curb to back of curb, consistent with CDC Section 3-1202.E.2.



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MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756

TELEPHONE (727) 562-4567

PLANNING - Prior to CDB: Plan Room Uploads

Set to DRAFT on 7/30/2025 9:22:10 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 9:22:10 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please upload all plans into the Plans area of Plan Room. Presently, the Architectural Elevations, Floor Plans and Survey are uploaded in the Documents area of Plan Room and are selected for Rejection. Without doing this it will be impossible to include multiple versions for review.

PLANNING - Prior to CDB: Remove Overhead Door

Set to DRAFT on 7/30/2025 9:25:29 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 9:25:29 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

Please remove the overhead door proposed on the west elevation. Due to the residential uses and district immediately adjacent to the west, precludes the utilization of overhead doors on the west elevation.

PLANNING - Prior to CDB: Remove Signage

Set to DRAFT on 7/30/2025 9:31:17 AM

Issue created by Melissa Hauck-Baker on 7/30/2025 9:31:17 AM
melissa.hauck-baker@myclearwater.com - 727-444-8769

All references to signage shall be removed from the submittal as signage is a separate issue that will be handled under a separate application

PLANNING - Prior to CDB: Trash Enclosure/Parking Lot Island

Set to DRAFT on 7/31/2025 4:13:31 PM

Issue created by Melissa Hauck-Baker on 7/31/2025 4:13:31 PM
Issue is attached to Plans on sheet C3.1
melissa.hauck-baker@myclearwater.com - 727-444-8769

The parking lot island along the southern side of the trash enclosure is delineated with striping, however, there is a curb line running along the perimeter which suggests this is intended to be a concrete island with striping. Please provide details regarding the treatment of the island.

SOLID WASTE - Prior to CDB - Enclosure Specs / Vehicle Template

Set to DRAFT on 7/9/2025 12:41:54 PM

Issue created by Brandi Portalatin on 7/9/2025 12:41:54 PM
brandi.portalatin@myclearwater.com - 727-562-4920

Please use the City's enclosure specs found in engineering index 701. Ordinance sec. 32.284.

Please provide a front end loader garbage truck vehicle template.

STORMWATER - Prior to building permit

Set to DRAFT on 7/18/2025 3:49:43 PM

Issue created by Phuong Vo on 7/18/2025 3:49:43 PM
phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge that on building permit plan, effort will be made to route runoff from pavement to proposed landscape areas.

TRAFFIC ENG - Prior to CDB - Accessibility

Set to DRAFT on 7/28/2025 4:41:50 PM

Issue created by Raymond Dresch on 7/28/2025 4:41:50 PM
Issue is attached to Plans on sheet C3.1
raymond.dresch@myclearwater.com - 727-444-8775

Sidewalk along the accessible path from the ROW to the primary entrance (assumed at the west side of building based on ADA parking location) should be ADA compliant. If sidewalk is raised above the drive aisle and parking surface, then ADA compliant ramps are required.

TRAFFIC ENG - Prior to CDB - Angled Parking

Set to DRAFT on 7/31/2025 11:13:34 AM

Issue created by Raymond Dresch on 7/31/2025 11:13:34 AM

Issue is attached to Plans on sheet C3.1

raymond.dresch@myclearwater.com - 727-444-8775

--1-- Please specify the orientation angle for the angled parking.

--2-- Please refer to City Design Standard Index 120 to determine the appropriate dimensions for angled parking.

Note: At the 45 degree angle orientation, the perpendicular measurement from curb to drive aisle should be no less than 19.5 ft.

<https://www.myclearwater.com/files/sharedassets/public/v/3/doing-business-in-clearwater/city-projects/documents/100-streets/100streets.pdf>**TRAFFIC ENG - Prior to CDB - Fine Sign**

Set to DRAFT on 7/28/2025 4:16:16 PM

Issue created by Raymond Dresch on 7/28/2025 4:16:16 PM

Issue is attached to Plans on sheet C6.1

raymond.dresch@myclearwater.com - 727-444-8775

Please update per City Index 119 -- \$255

<https://www.myclearwater.com/files/sharedassets/public/v/3/doing-business-in-clearwater/city-projects/documents/100-streets/100streets.pdf>**TRAFFIC ENG - Prior to CDB - Interior Islands**

Set to DRAFT on 7/31/2025 10:54:01 AM

Issue created by Raymond Dresch on 7/31/2025 10:54:01 AM

Issue is attached to Plans on sheet SURVEY

raymond.dresch@myclearwater.com - 727-444-8775

Section 3-1202.E.2.a.

4. Depth of interior islands. All interior landscape islands shall have a minimum depth that is consistent with the depth of the adjacent off-street parking space.

5. Width of interior islands. All interior landscape islands shall have a minimum width of 17 feet as measured from back of curb to back of curb.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.