



# 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, February 1, 2024

### 8:30 AM - Staff Review

### 9:00 AM

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**Case number:** [FLS2023-06027 -- 1230 DRUID RD](#)

**Owner(s):** Semira Hoffmann  
1230 Druid Road East  
Clearwater, FL 33756  
PHONE: (727) 504-1290, Fax: No fax, Email: No email

**Applicant:** Semira Hoffmann  
1230 Druid Road East  
Clearwater, FL 33756  
PHONE: (727) 504-1290, Fax: No fax, Email: Semirahoffmann@gmail.Com

**Representative:** Semira Hoffmann  
1230 Druid Road East  
Clearwater, FL 33756  
PHONE: (727) 504-1290, Fax: No fax, Email: Semirahoffmann@gmail.Com

**Location:** 0.195-acre parcel located located on the north side of Druid Road approximately 378 feet east of Missouri Avenue and 184 feet west of Lincoln Avenue.

**Atlas Page:** 296B

**Zoning District:** Medium High Density Residential

**Request:** Flexible Standard Development approval to expand an existing community residential home located at 1230 Druid Road in the Medium High Density Residential District (MHDR). Allowable flexibility is requested to permit an additional four residents (up to 12 residents) to reside in the community residential home. No changes are proposed to the existing structure and code compliant parking will be provided. (Community Development Code Section 2-403.C).

**Proposed Use:** Comm Res Home 7-14 residents

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

**Assigned Planner:** Thea French, Planner



**Workflow:**

Review Name	Task Status	Status Date	Last Name
Parks and Rec Review	No Comments	01/10/2024	Parry
Engineering Review	Comments	01/16/2024	Vaughan
Stormwater Review	Comments	01/19/2024	Vo
Traffic Eng Review	Comments	01/21/2024	Jordi
Public Utilities Review	Comments	01/23/2024	Vacca
will need to provide a utility plan for review			
Land Resource Review	No Comments	01/23/2024	McDonnell
Environmental Review	No Comments	01/23/2024	Kessler
Solid Waste Review	No Comments	01/25/2024	Portalatin
Determination of Completeness	Complete	02/01/2024	French

The DRC reviewed this application with the following comments:

**Plan Room Issues:**

**ENGINEERING - General Comments (Acknowledge):**

Set to DRAFT on 1/16/2024 12:52:53 PM

Issue created by Kyle Vaughan on 1/16/2024 12:52:53 PM  
 kyle.vaughan@myclearwater.com - 727-444-8232

Please provide written acknowledgment to each condition in your response letter:

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. Work on right-of-way including staging of construction equipment, closure of sidewalk, closure of shoulder, etc. shall require a permit with the appropriate entity.
4. Applicant shall be responsible for maintaining all landscaping, hardscaping and lighting located within Right of Way.
5. Contractor shall request an easement inspection prior to any construction near an easement.
6. If the proposed project necessitates infrastructure modifications to satisfy the site-specific water capacity and pressure requirements and/or wastewater capacity requirements, the modifications shall be completed by the applicant and at their expense. If underground water mains and hydrants are to be installed, the installation shall be completed and in service prior to construction in accordance with Fire Department requirements.



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## PLANNING - Application page 1

Set to DRAFT on 1/25/2024 3:59:39 PM

Issue created by Thea French on 1/25/2024 3:59:39 PM  
Issue is attached to page 1 in ALFL FLSApplicationClw 2023.pdf  
thea.french@myclearwater.com - 727-444-8771

The business licensure is not the future land use. The future land use is RH - Residential High.  
Please update with the correct information.

## PLANNING - Application page 2

Set to DRAFT on 1/25/2024 4:01:17 PM

Issue created by Thea French on 1/25/2024 4:01:17 PM  
Issue is attached to page 2 in ALFL FLSApplicationClw 2023.pdf  
thea.french@myclearwater.com - 727-444-8771

44% is not the Max ISR. The max permitted is .85. Please update the application with the correct information.

## PLANNING - Application page 3

Set to DRAFT on 1/25/2024 4:02:04 PM

Issue created by Thea French on 1/25/2024 4:02:04 PM  
Issue is attached to page 3 in ALFL FLSApplicationClw 2023.pdf  
thea.french@myclearwater.com - 727-444-8771

The response to the General Applicability must fully address HOW the proposal meets these criteria. Yes, or, no or, see #1, do not provide HOW the project meets the criterion. The response to the criteria is the basis for whether the development can be approved or if it will be denied. Provide detailed and meaningful responses. No evidence has been submitted.

## PLANNING - Application page 4

Set to DRAFT on 1/25/2024 4:03:01 PM

Issue created by Thea French on 1/25/2024 4:03:01 PM  
Issue is attached to page 4 in ALFL FLSApplicationClw 2023.pdf  
thea.french@myclearwater.com - 727-444-8771

Please update page 4. The responses to the Flexibility Criteria or Specific Applicability must address HOW the proposal meets these criteria. Restating the criterion does not provide HOW the project meets the criterion. The response to the criteria is the basis for whether the development can be approved or if it will be denied. Provide detailed and meaningful responses. No evidence has been submitted.

## PLANNING - Floor plans

Set to DRAFT on 1/19/2024 6:55:50 PM

Issue created by Thea French on 1/19/2024 6:55:50 PM  
Issue is attached to Plans on sheet 2  
thea.french@myclearwater.com - 727-444-8771

Clearly label floor plans. Make sure to include, and not exceed the number of beds permitted in the flexibility you are requesting. Number of beds is 13 - does this include one for a caretaker?

## PLANNING - Narrative

Set to DRAFT on 1/19/2024 6:43:41 PM

Issue created by Thea French on 1/19/2024 6:43:41 PM  
thea.french@myclearwater.com - 727-444-8771

A general narrative is required that also includes a cover sheet with a site data table. This is required but was not submitted.

## PLANNING - Parking dimensions

Set to DRAFT on 1/19/2024 6:53:57 PM

Issue created by Thea French on 1/19/2024 6:53:57 PM  
Issue is attached to Plans on sheet 2  
thea.french@myclearwater.com - 727-444-8771

Parking spaces must be clearly dimensioned to show that they are code compliant. They must be 9 ft x 18 ft to meet code. If there is not the ability to provide 6 code compliant spaces, this use may not be expanded.

## PLANNING - Paving, Grading and Drainage Plans

Set to DRAFT on 1/19/2024 6:55:16 PM



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Issue created by Thea French on 1/19/2024 6:55:16 PM  
Issue is attached to Plans on sheet 2  
thea.french@myclearwater.com - 727-444-8771

It is unclear if the proposal is to expand the current paved parking in order to provide 6 code-compliant parking spaces. If the parking lot is to be expanded, plans need to be provided that show the paving, grading and associated drainage accordingly.

## PLANNING - Project estimate

Set to DRAFT on 1/19/2024 7:13:00 PM

Issue created by Thea French on 1/19/2024 7:13:00 PM  
Issue is attached to Plans on sheet 1  
thea.french@myclearwater.com - 727-444-8771

Project estimate (\$\$): Provide project and structure valuations as required by Section 4-1101 B.

## PLANNING - Sight Visibility Triangle

Set to DRAFT on 1/25/2024 1:48:00 PM

Issue created by Thea French on 1/25/2024 1:48:00 PM  
Issue is attached to Plans on sheet 2  
thea.french@myclearwater.com - 727-444-8771

Please include the sight visibility triangles on the site plan as required by the standards of Section 3-904.

## PLANNING - Site Plan

Set to DRAFT on 1/19/2024 6:53:37 PM

Issue created by Thea French on 1/19/2024 6:53:37 PM  
Issue is attached to Plans on sheet 2  
thea.french@myclearwater.com - 727-444-8771

A site plan with clearly labeled dimensions that clearly show property lines and existing structures to remain. Include setbacks showing dimensions from any structure to the adjacent property line. This is required but was not submitted.

## PUBLIC UTILITIES - prior to permitting

Set to DRAFT on 1/23/2024 1:44:47 PM

Issue created by Michael Vacca on 1/23/2024 1:44:47 PM  
Issue is attached to Plans on sheet 1  
mike.vacca@myclearwater.com - 727-265-1831

will need to provide a utility plans for review

## SOLID WASTE - trash

Set to ACCEPTED on 1/25/2024 9:51:13 AM

Issue created by Brandi Portalatin on 1/19/2024 12:18:28 PM  
brandi.portalatin@myclearwater.com - 727-562-4920

Prior to:

Is this a commercial business?  
Where is the trash going to be stored?

Brandi Portalatin on 1/25/2024 9:50:12 AM - OPEN

*Residency already receives black barrel solid waste services. This will continue as is.*

## STORMWATER - General condition

Set to DRAFT on 1/19/2024 11:45:40 AM

Issue created by Phuong Vo on 1/19/2024 11:45:40 AM  
phuong.vo@myclearwater.com - 727-444-8228

DRC review is a prerequisite for Building Permit Review. A comprehensive review of submitted site design related plans was not performed at this time; additional comments will be forthcoming upon submittal of a Building Permit.



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TELEPHONE (727) 562-4567

## **STORMWATER - Prior to DO**

Set to DRAFT on 1/19/2024 11:44:14 AM

Issue created by Phuong Vo on 1/19/2024 11:44:14 AM  
phuong.vo@myclearwater.com - 727-444-8228

Please acknowledge in a formal response letter that at any point this project is required additional parking spaces or other site work improvements by other review disciplines, stormwater redevelopment requirement may be necessary.

## **TRAFFIC ENG - Parking spaces information- Prior to DO**

Set to DRAFT on 1/21/2024 12:14:55 PM

Issue created by Gus Jordi on 1/21/2024 12:14:55 PM  
gus.jordi@myclearwater.com - 919-421-8370

Part of the cover sheet of information that Planning has asked for should include the required spaces per code for this proposed permit and what is proposed.

## **TRAFFIC ENG - Sight visibility triangles**

Set to DRAFT on 1/23/2024 2:44:48 PM

Issue created by Gus Jordi on 1/23/2024 2:44:48 PM  
gus.jordi@myclearwater.com - 919-421-8370

Please follow section 3-904 of the community development code. The sight visibility triangles need to be added to the plan along both sides of each driveway and the FRONT property line (not the edge of the street pavement). No structure or landscaping may be present or installed which will obstruct views at a level between 30 inches above grade and eight feet above grade within the sight visibility triangle. Link:

[https://library.municode.com/fl/clearwater/codes/community\\_development\\_code?nodeId=PTICODECO\\_ART3DEST\\_DIV9GEAPST\\_S3-904SIVITR](https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV9GEAPST_S3-904SIVITR)

## **TRAFFIC ENG - Site plan - Prior to Do**

Set to DRAFT on 1/21/2024 12:12:33 PM

Issue created by Gus Jordi on 1/21/2024 12:12:33 PM  
gus.jordi@myclearwater.com - 919-421-8370

Please provide a comprehensive site plan set to scale that can be used to review and verify measurements by the reviewer. The plan must include property lines, edge of the street, driveway existing and proposed, sidewalk etc..

## **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

**10:00 AM**

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**Case number:** [FLD2023-11024 -- 801 S FT HARRISON AVE](#)

**Owner(s):** Juergen Epple  
1268 Jackson Rd  
Clearwater, FL 33755-4716  
PHONE: No phone, Fax: No fax, Email: No email

**Applicant:** Sandra Bradbury  
300 South Belcher Road  
Clearwater, FL 33765  
PHONE: (727) 443-2869, Fax: (727) 446-8036, Email:  
Sandy@northsideengineering.Net

**Representative:** Sandra Bradbury  
Northside Engineering, Inc.  
300 South Belcher Road  
Clearwater, FL 33765  
PHONE: (727) 443-2869, Fax: (727) 446-8036, Email:  
Sandy@northsideengineering.Net

**Location:** 801 S Fort Harrison Avenue is a 0.167-acre property located on the southeast corner of Fort Harrison Avenue and Druid Road.

**Atlas Page:** 295B

**Zoning District:**

**Request:** Flexible Development approval to construct two mixed-use buildings, consisting of one detached dwelling and one 215 SF office in each, located at 801 S. Ft. Harrison Avenue in the Commercial (C) District as a Comprehensive Infill Redevelopment Project. The project will not exceed 31 feet in height, meets off-street parking requirements for both uses, and requests flexibility for height and setbacks. (Community Development Code Section 2-704.F)

**Proposed Use:**

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

**Assigned Planner:** Thea French, Planner





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TELEPHONE (727) 562-4567

**Workflow:**

<b>Review Name</b>	<b>Task Status</b>	<b>Status Date</b>	<b>Last Name</b>
<b>Determination of Completeness</b>	Complete	01/10/2024	Baker
<b>Engineering Review</b>	Comments	01/11/2024	Vaughan
<b>Stormwater Review</b>	Comments	01/19/2024	Vo
<b>Public Utilities Review</b>	Comments	01/19/2024	Vacca
acknowledge comments			
<b>Traffic Eng Review</b>	Comments	01/21/2024	Jordi
<b>Environmental Review</b>	Comments	01/23/2024	Kessler
<b>Land Resource Review</b>	Comments	01/23/2024	McDonnell
<b>Solid Waste Review</b>	Comments	01/29/2024	Winget
<b>Planning Review</b>	Comments	01/29/2024	Winget
<b>Fire Review</b>	No Response	01/29/2024	Winget

The DRC reviewed this application with the following comments:

**Plan Room Issues:**



**CITY OF CLEARWATER**  
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TELEPHONE (727) 562-4567

**ENGINEERING - General Comments (Acknowledge):**

Set to DRAFT on 1/11/2024 10:38:31 AM

Issue created by Kyle Vaughan on 1/11/2024 10:38:31 AM  
kyle.vaughan@myclearwater.com - 727-444-8232

Please provide written acknowledgment to each condition in your response letter:

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. Bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including A.D.A. (Per Sec.47.181).
4. Work on right-of-way shall require a permit with the appropriate entity.
5. Applicant shall be responsible for maintaining all landscaping, hardscaping and lighting located within Right of Way.
6. Contractor shall request an easement inspection prior to any construction near an easement.
7. If the proposed project necessitates infrastructure modifications to satisfy the site-specific water capacity and pressure requirements and/or wastewater capacity requirements, the modifications shall be completed by the applicant and at their expense. If underground water mains and hydrants are to be installed, the installation shall be completed and in service prior to construction in accordance with Fire Department requirements.

**ENGINEERING - Prior to Building Permit**

Set to DRAFT on 1/11/2024 10:40:14 AM

Issue created by Kyle Vaughan on 1/11/2024 10:40:14 AM  
kyle.vaughan@myclearwater.com - 727-444-8232

Please provide written acknowledgment to each condition in your response letter:

- 1) Any new concrete driveway apron(s) constructed within the right-of-way shall be a minimum 6" thick fibrous concrete, and a minimum 3000 psi with 6" x 6" / 10 x 10 w.w.f. [sidewalks shall not be constructed within this apron area(s)]. Expansion joint will be required along the existing curb where applicable.
- 2) The existing sidewalk within the right-of-way is to be removed to the nearest joint beyond the proposed drive apron/driveway and replaced per City standards by the applicant.
- 3) The City of Clearwater, at the applicant's expense, will remove/relocate any/all water and/or gas meters that have to be relocated as part of this permit, including reclaim water meters. (No meters shall be located within any impervious areas.)
- 4) 3' X 5' drive apron flares required where driveway connects to roadway or install an approved equal. Driveway apron shall not extend beyond extended side property line(s) per City of Clearwater Contract Specifications and Standards Index #103, page 2/2.
- 5) All sod, sidewalk, curb and sprinkler damage, if any, within the right-of-way shall be repaired/replaced prior to engineering final inspection.
- 6) Engineering driveway rough (#903) and final (#904) inspections are required. Use inspection call line 727.562.4580 to schedule.

**ENGINEERING - Prior to CDB**

Set to DRAFT on 1/11/2024 10:36:54 AM

Issue created by Kyle Vaughan on 1/11/2024 10:36:54 AM  
kyle.vaughan@myclearwater.com - 727-444-8232

1. "Construction in right of way" notes need to be updated to express conformity with City of Clearwater standards.
2. Driveway aprons cannot cross the side property line extended to the roadway.

**ENVIRONMENTAL - Prior to Building Permit**

Set to DRAFT on 1/23/2024 2:29:42 PM

Issue created by Sarah Kessler on 1/23/2024 2:29:42 PM  
sarah.kessler@myclearwater.com - 727-444-8233

Provide erosion control measure and details on plans.





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TELEPHONE (727) 562-4567

## LAND RESOURCE - Prior to CDB: Inches Spreadsheet

Set to DRAFT on 1/23/2024 8:24:54 AM

Issue created by Danny McDonnell on 1/23/2024 8:24:54 AM  
danny.mcdonnell@myclearwater.com - 727-444-8765

Inches Spreadsheet - Provide a spread sheet expressing the total number of trees to be removed, calculating the DBH (diameter at breast height) of all trees being removed with a rating of 3 and above and the total proposed inches. Note: palm trees with 10 feet of clear trunk receive a 1-inch deficit if removed and a 1-inch credit if proposed and accent trees receive a 2-inch deficit if removed and a 2-inch credit if proposed. Specimen palms (phoenix species) receive a 2.5-inch deficit if removed and a 2.5-inch credit is proposed. All shade trees receive a deficit based on the total DBH if removed and a credit based on the caliper size if planted. If a deficit exists, then it must be paid to the Tree Fund at a rate of 48 dollars and inch.

## LAND RESOURCE - Prior to CDB: Irrigation Plan

Set to DRAFT on 1/23/2024 8:33:37 AM

Issue created by Danny McDonnell on 1/23/2024 8:33:37 AM  
danny.mcdonnell@myclearwater.com - 727-444-8765

Please submit an irrigation plan.

## LAND RESOURCE - Prior to CDB: Landscape Plan

Set to DRAFT on 1/23/2024 8:22:48 AM

Issue created by Danny McDonnell on 1/23/2024 8:22:48 AM  
Issue is attached to Plans on sheet L1.1  
danny.mcdonnell@myclearwater.com - 727-444-8765

Submit a revised landscape plan which provides dimensions on the plan showing all shade trees must be a minimum of 5 feet from any impervious surface or utility.

## LAND RESOURCE - Prior to CDB: Tree Removal

Set to DRAFT on 1/23/2024 8:32:23 AM

Issue created by Danny McDonnell on 1/23/2024 8:32:23 AM  
Issue is attached to Plans on sheet T-1  
danny.mcdonnell@myclearwater.com - 727-444-8765

Please add an 'X' to any trees that will be removed.

## PARKS AND REC - Parks and Recreation Comment Acknowledge Timing – FLD application

Set to ACCEPTED on 1/29/2024 10:52:15 AM

Issue created by Mark Parry on 12/11/2023 11:53:58 AM  
Issue is attached to Plans on sheet C3.1  
mark.parry@myclearwater.com - 727-444-8768

Please acknowledge all Parks and Recreation comments prior to CDB.

Sandra Bradbury on 1/9/2024 11:34:29 AM - ANSWERED

*Acknowledged.*



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TELEPHONE (727) 562-4567

## **PARKS AND REC - Parks and Recreation Impact Fee; Detached Dwelling between 1,500 and 2,499 SF**

Set to ACCEPTED on 1/29/2024 10:52:05 AM

Issue created by Mark Parry on 12/11/2023 11:56:56 AM  
Issue is attached to Plans on sheet A-1  
mark.parry@myclearwater.com - 727-444-8768

It appears that the subject site is or was previously developed, and the proposal is for two new dwelling units of between 1,500 and 2,499 SF GFA. Attached garages do not count towards the GFA.

A Parks and Recreation Impact Fee of \$3,358 per dwelling unit (estimate of \$3,358 total) will be due prior to the issuance of any Certificate of Occupancy. Credit is provided for the prior single detached dwelling.

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

Sandra Bradbury on 1/9/2024 11:34:07 AM - ANSWERED

*We will coordinate with Park and Recreation to receive final amount due.*

## **PLANNING - #2 - Goals and policies**

Set to DRAFT on 1/24/2024 5:35:08 PM

Issue created by Thea French on 1/24/2024 5:35:08 PM  
Issue is attached to page 5 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Please insert appropriate comments that you are referring to here to address this criterion.

## **PLANNING - #4. - Back Out Parking Prohibited**

Set to DRAFT on 1/24/2024 5:14:18 PM

Issue created by Thea French on 1/24/2024 5:14:18 PM  
Issue is attached to page 3 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Acknowledge: There is to be no backing out into the right-of-way (ROW) from any parking spaces per Community Development Code Section 3-1402.C.

## **PLANNING - #5. Community Character**

Set to DRAFT on 1/24/2024 5:28:05 PM

Issue created by Thea French on 1/24/2024 5:28:05 PM  
Issue is attached to page 3 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Please provide how the proposed development will be consistent with the community character of the immediate area.

This is your opportunity to explain "HOW" this will reflect the emerging zoning character of the current community development code.

Providing approved FLS/FLD cases or building permits within the immediate vicinity is a sufficient method to support your development proposal.

## **PLANNING - #6 - Clarify Use**

Set to DRAFT on 1/24/2024 5:30:14 PM

Issue created by Thea French on 1/24/2024 5:30:14 PM  
Issue is attached to page 4 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Please clarify whether these units are detached dwellings with a home office or mixed use.

This information should be included in the Project Narrative.



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TELEPHONE (727) 562-4567

## PLANNING - Accessory Structure Location

Set to DRAFT on 1/22/2024 1:44:17 PM

Issue created by James Baker on 1/22/2024 1:44:17 PM

Issue is attached to Plans on sheet C3.1

james.baker@myclearwater.com - 727-444-8767

The proposed accessory structure (lap pool on S Ft Harrison Ave) is in front of the property and needs to be relocated.

Section 3-203. - General standards.

A. Accessory uses and/or structures shall not be located between the right-of-way and the principal structure.

## PLANNING - B. Project Description - Evidence

Set to DRAFT on 1/24/2024 5:56:52 PM

Issue created by Thea French on 1/24/2024 5:56:52 PM

Issue is attached to page 2 in NS14 - 801 SFH Proj Narr Revd 2023-12-29.pdf

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

Thank you for providing other developments as a part of your evidence.

Please provide addresses and approved FLS/FLD case numbers, or building permit numbers that confirm these developments are compliant with the current code.

## PLANNING - Building Height

Set to DRAFT on 1/24/2024 5:53:45 PM

Issue created by Thea French on 1/24/2024 5:53:45 PM

Issue is attached to page 1 in NS14 - 801 SFH Proj Narr Revd 2023-12-29.pdf

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

Contradictory info is provided about the number of building stories. In one instance, two stores are indicated and in other instances (site plan and elevations) three stories are noted.

Please clarify the building height in your narrative to match the site plan and elevations.

Please refer to the definition of height in Article 8 of the Community Development Code to ensure you are measuring it correctly.

## PLANNING - Building Setbacks

Set to DRAFT on 1/22/2024 12:58:11 PM

Issue created by James Baker on 1/22/2024 12:58:11 PM

Issue is attached to Plans on sheet C1.1

james.baker@myclearwater.com - 727-444-8767

Property has two fronts. Accordingly, the site table requires modification to indicate the direction of each -- Front (North), Front (West), Side (South) and Side (East)

This information should be updated on all plan sheets with required setbacks indicated accordingly.

## PLANNING - Criterion #3

Set to DRAFT on 1/24/2024 5:36:01 PM

Issue created by Thea French on 1/24/2024 5:36:01 PM

Issue is attached to page 5 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf

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

This item was not answered. Please respond to the criterion.



# CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT  
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TELEPHONE (727) 562-4567

## PLANNING - Criterion #4

Set to DRAFT on 1/24/2024 5:37:45 PM

Issue created by Thea French on 1/24/2024 5:37:45 PM  
Issue is attached to page 5 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

The response repeats the criterion. These types of responses are insufficient.

Please provide a clear response to this criterion.

## PLANNING - Criterion #5

Set to DRAFT on 1/24/2024 5:45:04 PM

Issue created by Thea French on 1/24/2024 5:45:04 PM  
Issue is attached to page 6 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Acknowledge Criteria b and c. The comments regarding the development being supportive of the Morton Plant require substantiation.

Please provide analysis of specific uses and evidence of how these criteria will be met.

## PLANNING - Criterion #6 a,b,c

Set to DRAFT on 1/24/2024 5:49:16 PM

Issue created by Thea French on 1/24/2024 5:49:16 PM  
Issue is attached to page 7 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

This area is in transition into a commercial corridor.

Please explain how the proposed development supports the emerging character of the commercial district.

## PLANNING - Design elements

Set to DRAFT on 1/24/2024 5:10:14 PM

Issue created by Thea French on 1/24/2024 5:10:14 PM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please remove all extraneous elements not located within the boundaries of the property line.

## PLANNING - Detached Dwelling Office Percentage

Set to DRAFT on 1/23/2024 9:52:06 AM

Issue created by James Baker on 1/23/2024 9:52:06 AM  
Issue is attached to Plans on sheet C1.1  
james.baker@myclearwater.com - 727-444-8767

It is noted that each proposed office area is 215 square feet. Please provide the percentage that each office constitutes of each detached dwelling.

Please be aware that accessory uses may comprise up to 10 percent of the primary use gross floor area. If there is an alternate use besides the office use, it would be considered a second primary and would require Code-compliant parking that may not back out into a right of way.

## PLANNING - Disclaimer

Set to DRAFT on 1/25/2024 2:10:17 PM

Issue created by Thea French on 1/25/2024 2:10:17 PM  
Issue is attached to Plans on sheet C1.1  
thea.french@myclearwater.com - 727-444-8771

Please note that additional comments may be generated at or after the DRC meeting based on responses to DRC comments.

Please carefully review the listed request. It is ultimately the responsibility of the applicant to ensure that the request reflects what is wanted.



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**PLANNING - Elevation Labeling**

Set to DRAFT on 1/22/2024 1:36:13 PM

Issue created by James Baker on 1/22/2024 1:36:13 PM  
Issue is attached to Plans on sheet A-4  
james.baker@myclearwater.com - 727-444-8767

Indicate the elevation direction (east, west, north, south)

**PLANNING - Elevation Renderings & Materials**

Set to DRAFT on 1/22/2024 1:51:37 PM

Issue created by James Baker on 1/22/2024 1:51:37 PM  
Issue is attached to Plans on sheet A-4  
james.baker@myclearwater.com - 727-444-8767

All elevations must be rendered in color. Call out materials used.

**PLANNING - Fences and Walls**

Set to DRAFT on 1/25/2024 11:17:32 AM

Issue created by Thea French on 1/25/2024 11:17:32 AM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please clarify the location, design, and construction details of the chainlink fence.

Please acknowledge chainlink fencing is prohibited in front of a principal structure.

**PLANNING - Fences and Walls - Design**

Set to DRAFT on 1/25/2024 11:05:13 AM

Issue created by Thea French on 1/25/2024 11:05:13 AM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please clarify in writing how the requirements of Section 3-803 will be met.

**PLANNING - Fences and Walls - Height**

Set to DRAFT on 1/25/2024 11:14:06 AM

Issue created by Thea French on 1/25/2024 11:14:06 AM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please provide scaled elevations of all fences and walls. The details of the fences and walls may be included with the scaled elevation drawing that has been requested in another comment.

Please clarify in writing how the requirements of Section 3-804 will be met.

**PLANNING - Fences and Walls - Landscape strip**

Set to DRAFT on 1/25/2024 11:25:59 AM

Issue created by Thea French on 1/25/2024 11:25:59 AM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please clarify and update the site plan to include the landscape buffer.

Pursuant to Section 3-804C.4. - Any fence or wall that exceeds three feet in height shall provide a three-foot-wide landscaped strip on the right-of-way side of the fence or wall consistent with the general landscaping standards in Section 3-1202.



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## PLANNING - Gross Floor Area

Set to DRAFT on 1/23/2024 9:42:57 AM

Issue created by James Baker on 1/23/2024 9:42:57 AM

Issue is attached to Plans on sheet C1.1

james.baker@myclearwater.com - 727-444-8767

Please provide the total gross floor area (GFA) of each building.

Section 8-102. defines GFA as follows --

Gross floor area means the total interior floor area of a building measured at the inside face of the exterior walls, but excluding parking garages, carports, stairwells and elevator shafts.

## PLANNING - Height measurement

Set to DRAFT on 1/22/2024 1:27:07 PM

Issue created by James Baker on 1/22/2024 1:27:07 PM

Issue is attached to Plans on sheet A-4

james.baker@myclearwater.com - 727-444-8767

Please provide dimensions on ALL the elevations showing height as measured from grade to the mid-point of the peak of the roof.

## PLANNING - Legend Details

Set to DRAFT on 1/24/2024 5:04:37 PM

Issue created by Thea French on 1/24/2024 5:04:37 PM

Issue is attached to Plans on sheet C3.1

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

Please clarify the location of the fence materials establishing which fence will be installed and where. (e.g. property line, lot line, chain link, masonry wall, and wood fence.)

Clarify the location of all listed elements in the legend. Remove any non-applicable elements from the legend. The lines infer a splitting of the lot into two parcels.

In sum, clarification of the overall site plan is needed.

## PLANNING - Office Purpose

Set to DRAFT on 1/23/2024 9:58:20 AM

Issue created by James Baker on 1/23/2024 9:58:20 AM

Issue is attached to page 1 in NS14 - 801 SFH Proj Narr Revd 2023-12-29.pdf

james.baker@myclearwater.com - 727-444-8767

Clarify if the intent is for each office space to be simply either a home office or an office for a home-based business.

This information also be included in General Applicability Criteria.

## PLANNING - Parking Space Dimensions

Set to DRAFT on 1/22/2024 1:16:22 PM

Issue created by James Baker on 1/22/2024 1:16:22 PM

Issue is attached to Plans on sheet C3.1

james.baker@myclearwater.com - 727-444-8767

Clearly label each parking space with the appropriate dimensions (9'x18').

## PLANNING - Pool Elevation

Set to DRAFT on 1/22/2024 1:49:34 PM

Issue created by James Baker on 1/22/2024 1:49:34 PM

Issue is attached to Plans on sheet C3.1

james.baker@myclearwater.com - 727-444-8767

Please clarify the grade of the proposed construction through the provision of spot elevations and/or appropriate notations of the proposed grade of the pool/patio/decking. Spot elevations are to be provided at the corners of the decking and the adjacent grade.





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**PLANNING - Property line**

Set to DRAFT on 1/24/2024 5:06:49 PM

Issue created by Thea French on 1/24/2024 5:06:49 PM  
Issue is attached to Plans on sheet C3.1  
thea.french@myclearwater.com - 727-444-8771

Please clarify the property line, fencing, or wall, and pins.  
The boundary lines overlap in such a way these elements are not discernible from one another.

**PLANNING - Signage in Visibility Triangle**

Set to DRAFT on 1/22/2024 1:02:31 PM

Issue created by James Baker on 1/22/2024 1:02:31 PM  
Issue is attached to Plans on sheet C3.1  
james.baker@myclearwater.com - 727-444-8767

Signage is not approved in a site plan; please remove it.

Please remove all signage illustrations on sheets - C3.1, C4.1, C5.1 and L1.1

**PLANNING - Specific Criteria - Comprehensive Infill  
Redevelopment Project Criteria**

Set to DRAFT on 1/24/2024 5:33:42 PM

Issue created by Thea French on 1/24/2024 5:33:42 PM  
Issue is attached to page 5 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Acknowledge that the specific criteria for the Comprehensive Infill Redevelopment Project are located in Division 7. Section 2-704.F

The correct criteria was found, but additional detail is needed.

**PLANNING - Traffic Study**

Set to DRAFT on 1/25/2024 8:13:04 AM

Issue created by Thea French on 1/25/2024 8:13:04 AM  
Issue is attached to page 2 in NS14 - 801 SFH Crit Resp Revd 2024--01-08.pdf  
thea.french@myclearwater.com - 727-444-8771

Agreed. The traffic study is not apropos here, as a formal traffic study would be more than necessary for a project of this size and scope. Essentially, a clarification of the parking situation was needed.

On the site plan, 2 spaces are shown for residential and 1 space for office space of the development. This delineation is helpful. Thank you. As noted in other comments on other sheets, please include the dimensions of all parking spaces.

The traffic study can be helpful in this situation if only to confirm that backing out into traffic is not allowable within either commercial zoning or as part of office parking.

**PUBLIC UTILITIES - acknowledge**

Set to DRAFT on 1/19/2024 3:49:24 PM

Issue created by Michael Vacca on 1/19/2024 3:49:24 PM  
Issue is attached to Plans on sheet C5.1  
mike.vacca@myclearwater.com - 727-265-1831

please acknowledge

1. prior to building permit - All water meters, Fire detector assembly and fire hydrants to have uninstructed clearance around these apparatuses, Public Utilities shall have access and maintenance clearance
2. prior to building permit - contractor to verify location of existing sanitary sewer service lateral and inspect condition of pipe and for correct size. if new pipe is warranted, coordinate with City regarding lateral service abandonment. Contractor to install new clean-out per city requirements
3. Reclaimed water is available to the project, the reclaimed water main is location on Druid Rd



# CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

## **PUBLIC UTILITIES - acknowledge comments**

Set to DRAFT on 1/19/2024 3:41:34 PM

Issue created by Michael Vacca on 1/19/2024 3:41:34 PM  
Issue is attached to Plans on sheet C5.1  
mike.vacca@myclearwater.com - 727-265-1831

please acknowledge

1. prior to building permit - All water meters, Fire detector assembly and fire hydrants to have uninstructed clearance around these apparatuses, Public Utilities shall have access and maintenance clearance
2. prior to building permit - contractor to verify location of existing sanitary sewer service lateral and inspect condition of pipe and for correct size. if new pipe is warranted, coordinate with City regarding lateral service abandonment. Contractor to install new clean-out per city requirements
3. Reclaimed water is available to the project, the reclaimed water main is location on Druid Rd

## **SOLID WASTE - Prior to all**

Set to DRAFT on 1/19/2024 11:05:37 AM

Issue created by Brandi Portalatin on 1/19/2024 11:05:37 AM  
brandi.portalatin@myclearwater.com - 727-562-4920

How will solid waste be implemented between residential and commercial? Is this commercial or residential?

Where is the solid waste container or barrels going to be stored depending on the type of service that is allowed to be provided at this location?

Concern; having a solid waste truck stop right after a turn to pick up bulk items that are manually placed in our truck from placement of residential bulk items usage. It will be the owner/tenant responsibility to roll containers out for service. Any landscaping done by a third party will need to be hauled away by the individuals that do the work, per city ordinance.

## **STORMWATER - General condition**

Set to DRAFT on 1/19/2024 11:22:34 AM

Issue created by Phuong Vo on 1/19/2024 11:22:34 AM  
phuong.vo@myclearwater.com - 727-444-8228

DRC review is a prerequisite for Building Permit Review. A comprehensive review of submitted site design related plans was not performed at this time; additional comments will be forthcoming upon submittal of a Building Permit.

## **STORMWATER - Prior to CDB**

Set to DRAFT on 1/19/2024 11:21:19 AM

Issue created by Phuong Vo on 1/19/2024 11:21:19 AM  
phuong.vo@myclearwater.com - 727-444-8228

- 1) All re-submittals shall be accompanied with a formal response letter addressing how each condition has been met.
- 2) Show on the plan proposed stormwater management system(s) addressing water quality and attenuation as per City of Clearwater's redevelopment criteria.
- 3) Submit a 1-page drainage calculations showing the project provides sufficient water quality and attenuation volume.
- 4) Acknowledge that the refined drainage design at Building Permit submittal shall address contributing offsite drainage area with appropriately sized bypass system. Such bypass system shall not be occupied by other proposed improvements including landscaping or ground covers that could impede flow and cause adverse impacts.
- 5) Acknowledge that the refined drainage design at Building Permit submittal shall route onsite drainage to the proposed stormwater management system prior to leaving the project site.



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TELEPHONE (727) 562-4567

## **TRAFFIC ENG - Driveway spacing – prior to CDB**

Set to DRAFT on 1/21/2024 11:39:55 AM

Issue created by Gus Jordi on 1/21/2024 11:39:55 AM  
gus.jordi@myclearwater.com - 919-421-8370

Considering this property in zoned “commercial”, and the proposed driveway on a “Collector” (Druid street) with a speed limit of 30 mph, then according to Section 3-102 C.3. the minimum spacing for a driveway from the Fort Harrison Ave intersection must be a minimum of 125 feet. Therefore, the location of proposed driveway closer to the intersection is not acceptable.

## **TRAFFIC ENG - Multi-modal Impact Fee– prior to Building Permit.**

Set to DRAFT on 1/21/2024 11:54:49 AM

Issue created by Gus Jordi on 1/21/2024 11:54:49 AM  
gus.jordi@myclearwater.com - 919-421-8370

In order to calculate the multi-modal impact fee for the approved development plan. applicant should provide information on the structure that existed in the past on this property (type of use and livable SF) in order to receive the proper credit.

### **Plan Room Conditions:**

No Plan Room Conditions on this case.

### **Plan Room Notes:**

No Plan Room Notes on this case.



# CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

**11:00 AM**

---

**Case number:** [FLD2022-02008A -- 1510 BARRY RD](#)

**Owner(s):** Glozal Village Llc  
819 N Sapodilla Ave  
West Palm Beach, FL 33401-3602  
PHONE: (727) 524-1818, Fax: No fax, Email: No email

**Applicant:** Krikor Kassarjian  
13825 Icot Blvd., Ste. 605  
Clearwater, FL 33760  
PHONE: (727) 475-0001, Fax: (727) 524-6090, Email:  
Krikor@gulfcoastconsultinginc.Com

**Representative:** Krikor Kassarjian  
Gulf Coast Consulting Inc  
13825 Icot Blvd., Ste. 605  
Clearwater, FL 33760  
PHONE: (727) 475-0001, Fax: (727) 524-6090, Email:  
Krikor@gulfcoastconsultinginc.Com

**Location:** 2.137-acre project area, consisting of two parcels on the north side of Barry Road approximately 330 feet east of Highland Avenue

**Atlas Page:** 307A

**Zoning District:** Office

**Request:** Flexible Development approval to construct a 43-unit attached dwelling project including 11 affordable units located at 1510 Barry Road in the Office (O) District for the property as a Comprehensive Infill Redevelopment Project. A second unaddressed parcel adjacent to the east is proposed to be used for outdoor activity courts in the Low Medium Density Residential (LMDR) District as a Residential Infill Project. The attached dwelling will not exceed 30 feet in height, proposes 79 off-street parking spaces, and requests allowable flexibility for use, setbacks, and landscaping. (Community Development Code Sections 2-1004.A, 2-204.E, 3-920 and 3-1202.G.)

**Proposed Use:** Attached Dwellings

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

**Assigned Planner:** Melissa Hauck-Baker, Senior Planner



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**Workflow:**

Review Name	Task Status	Status Date	Last Name
Parks and Rec Review	Comments	01/10/2024	Parry
Public Utilities Review	Comments	01/19/2024	Vacca
acknowledge prior			
Stormwater Review	Comments	01/19/2024	Vo
Environmental Review	Comments	01/23/2024	Kessler
Traffic Eng Review	Comments	01/23/2024	Jordi
Planning Review	Comments	01/24/2024	Hauck-Baker
Land Resource Review	Comments	01/29/2024	McDonnell
Harbor Master Review	No Response	01/29/2024	Hauck-Baker
Determination of Completeness	Complete	02/01/2024	Hauck-Baker

The DRC reviewed this application with the following comments:

**Plan Room Issues:**



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TELEPHONE (727) 562-4567

**ENGINEERING - General Comments (Acknowledge):**

Set to DRAFT on 1/16/2024 1:05:17 PM

Issue created by Kyle Vaughan on 1/16/2024 1:05:17 PM  
kyle.vaughan@myclearwater.com - 727-444-8232

Please provide written acknowledgment to each condition in your response letter:

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. Bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including A.D.A. (Per Sec.47.181).
4. Work on right-of-way, including staging of equipment, sidewalk closure, shoulder closure, etc., shall require a permit with the appropriate entity.
5. Applicant shall be responsible for maintaining all landscaping, hardscaping and lighting located within Right of Way.
6. Contractor shall request an easement inspection prior to any construction near an easement.
7. If the proposed project necessitates infrastructure modifications to satisfy the site-specific water capacity and pressure requirements and/or wastewater capacity requirements, the modifications shall be completed by the applicant and at their expense. If underground water mains and hydrants are to be installed, the installation shall be completed and in service prior to construction in accordance with Fire Department requirements.

**ENGINEERING - Prior to Building Permit**

Set to DRAFT on 1/17/2024 9:54:14 AM

Issue created by Kyle Vaughan on 1/17/2024 9:54:14 AM  
kyle.vaughan@myclearwater.com - 727-444-8232

Please give written acknowledgment to each comment in your response:

1. The existing sidewalk within the right-of-way is to be removed to the nearest joint beyond the proposed drive apron/driveway and replaced per City standards by the applicant.
2. The City of Clearwater, at the applicant's expense, will remove/relocate any/all water and/or gas meters that have to be relocated as part of this permit, including reclaim water meters. (No meters shall be located within any impervious areas.)
3. All sod, sidewalk, curb and sprinkler damage, if any, within the right-of-way shall be repaired/replaced prior to engineering final inspection.
4. Provide a copy of the recorded Parcel Combination Request from Pinellas County.
5. Applicant shall obtain permanent address assignments from the Engineering Department. The address assignment shall correspond to the street on which the entrance is located. Contact Pawel Dembinski, Engineering Systems Coordinator (727) 444-8218.

**ENGINEERING - Prior to CDB**

Set to DRAFT on 1/23/2024 3:06:06 PM

Issue created by Kyle Vaughan on 1/23/2024 3:06:06 PM  
kyle.vaughan@myclearwater.com - 727-444-8232

Sidewalk ramps at the south driveway should be aligned to face each other.

**ENVIRONMENTAL - Prior to Building Permit**

Set to DRAFT on 1/23/2024 2:31:53 PM

Issue created by Sarah Kessler on 1/23/2024 2:31:53 PM  
sarah.kessler@myclearwater.com - 727-444-8233

1. Provide erosion control measure and details on plans.
2. Provide vault maintenance schedule signed by the property owner.





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TELEPHONE (727) 562-4567

## LAND RESOURCE - Prior to CDB: Inches Spreadsheet

Set to DRAFT on 1/24/2024 4:44:17 PM

Issue created by Danny McDonnell on 1/24/2024 4:44:17 PM

Issue is attached to Plans on sheet LA3

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

NOTE: Please revise the inches spreadsheet once the tree inventory is updated.

Inches Spreadsheet - Provide a spread sheet expressing the total number of trees to be removed, calculating the DBH (diameter at breast height) of all trees being removed with a rating of 3 and above and the total proposed inches. Note: palm trees with 10 feet of clear trunk receive a 1-inch deficit if removed and a 1-inch credit if proposed and accent trees receive a 2-inch deficit if removed and a 2-inch credit if proposed. Specimen palms (phoenix species) receive a 2.5-inch deficit if removed and a 2.5-inch credit is proposed. All shade trees receive a deficit based on the total DBH if removed and a credit based on the caliper size if planted. If a deficit exists, then it must be paid to the Tree Fund at a rate of 48 dollars and inch.

## LAND RESOURCE - Prior to CDB: Tree Inventory

Set to DRAFT on 1/24/2024 4:31:58 PM

Issue created by Danny McDonnell on 1/24/2024 4:31:58 PM

Issue is attached to Plans on sheet LA1

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

The tree inventory is incomplete as there are several trees missing. Please revise.

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.

## PARKS AND REC - Clarify

Set to DRAFT on 1/10/2024 4:02:26 PM

Issue created by Mark Parry on 1/10/2024 4:02:26 PM

Issue is attached to page 1 in Complete Package submittal - 1510 Barry Road 12.26.23 (1).pdf

mark.parry@myclearwater.com - 727-444-8768

Please clarify exactly what's changing from FLD2022-02008 to FLD2022-02008A.

## PARKS AND REC - Parks and Rec Impact Fees

Set to DRAFT on 1/10/2024 4:06:12 PM

Issue created by Mark Parry on 1/10/2024 4:06:12 PM

Issue is attached to page 1 in Complete Package submittal - 1510 Barry Road 12.26.23 (1).pdf

mark.parry@myclearwater.com - 727-444-8768

Parks and Rec fees due prior to issuance of a CoO. Please get with me to determine your final fee amount.

## PARKS AND REC - Units

Set to DRAFT on 1/10/2024 4:05:29 PM

Issue created by Mark Parry on 1/10/2024 4:05:29 PM

Issue is attached to page 1 in Complete Package submittal - 1510 Barry Road 12.26.23 (1).pdf

mark.parry@myclearwater.com - 727-444-8768

Clarify the number of affordable and market rate units. Include this in the site data table in the plan set.



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TELEPHONE (727) 562-4567

## PLANNING - Disclaimer

Set to DRAFT on 1/24/2024 2:27:49 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:27:49 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

### 11. Disclaimer

Please note that additional comments may be generated at or after the DRC meeting based on responses to DRC comments.

Please carefully review the listed request. It is ultimately the responsibility of the applicant to ensure that the request reflects what is wanted.

In order to be reviewed by the CDB on March 19, 2024, 10 complete sets (revised as needed, folded and collated) and one electronic version (uploaded) must be submitted no later than noon February 9, 2024.

The electronic and hardcopies must match exactly. Hardcopies are to be delivered to the Municipal Service Building at 100 S. Myrtle Avenue, Room 210, Clearwater FL. Clearly label the case number and project address.

Substantial redesign or unresolved issues will prevent the project from moving forward to the CBD.

Depending on the nature of the resubmittal Staff reserves the right to bring the submittal to a second DRC meeting.

All the Planning Comments need to be fully addressed to proceed to CDB.

Failure to fully and completely address all Planning comments will delay your application.

Failure to coordinate narratives, plans, elevations and all documents with each other will delay your application.

Failure to meet deadlines will delay your application.

Finally, please be aware that City Staff will not organize, collate or otherwise piece together this or any other application. The responsibility of providing a complete, collated and organized submittal rests solely with the applicant.

## PLANNING - Prior to CDB: Basketball Court

Set to DRAFT on 1/26/2024 2:11:20 PM

Issue created by Melissa Hauck-Baker on 1/26/2024 2:11:20 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

1. The ability to request flexibility for the portion of the project site located in the Low Medium Density Residential Zoning District is through a Residential Infill Project application.
2. Details regarding how the request complies with the Flexibility Criteria of CDC Section 2-204.E must be provided.
3. Additionally, due to the adjacent residential uses to the east, details regarding the proposed method of buffering/screening along the eastern property line.
4. Issues such as hours of operation, type of proposed lighting, how noise impacts will be handled, how will the basketball court be secured and enclosed through a combination of enhanced landscaping and a fence.



**CITY OF CLEARWATER**  
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TELEPHONE (727) 562-4567

**PLANNING - Prior to CDB: Confirm or Revisions Needed**

Set to DRAFT on 1/24/2024 2:26:15 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:26:15 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

7. Setback dimensions to the proposed building  
Front (south) 10 feet, Side (east) 74 feet, Side (west) 10 feet, and Rear (north) 33.3 feet
8. Setback dimension to the parking area  
Front (south) 17 feet, Side (east) 3.5 feet, Side (west) zero feet, and Rear (north) 4.7 feet.

**PLANNING - Prior to CDB: Findings of Fact Applicant to verify**

Set to DRAFT on 1/24/2024 2:21:29 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:21:29 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

1. Submittal in General  
Minor Revision #1 was approved through Development Order dated December 27, 2023, which details the scope as follows:
  - a. Removal of the three existing one-story masonry buildings that were intended to be renovated for residential uses.
  - b. Removal of sidewalks and existing landscaping in the vicinity of the one-story buildings.
  - c. Removal/replacement of the first floors of the remaining two-story buildings with garages instead of living units.
  - d. Reduction of the total number of attached units from 43 to 12.

**PLANNING - Prior to CDB: Findings of Fact Applicant to verify**

Set to DRAFT on 1/24/2024 2:22:23 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:22:23 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

3. Narrative – General  
Include language regarding the details of the current request, i.e.. Project includes the demolition of four of the existing structures, buildings D, E, F, and G with the retention of buildings A, B, C and the construction of a new 2-story, 17,320 square foot, 33-unit attached dwelling use located adjacent to the Barry Road frontage. The requested relief is for a Comprehensive Infill Redevelopment Project for the proposed attached dwelling use in the Office Zoning District, a Residential Infill Project for the proposed activity courts in the Low Medium Density Residential Zoning District, setbacks to building and parking, Comprehensive Landscaping Program, and Affordable Housing Provisions. Make sure that as you provide your re-submission that the narrative matches the site plans. Discrepancies will delay your scheduled reviews.

**PLANNING - Prior to CDB: Findings of Fact Applicant to verify**

Set to DRAFT on 1/24/2024 2:21:51 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:21:51 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

2. Narrative – Scope  
Reference is made regarding the current submittal being a re-approval of expired case FLD2019-11032. However, the proposed scope, amount of setback relief requested, etc. is not consistent with the scope of the expired case but rather is similar to the scope of case FLD2022-02008. Make sure that as you provide your re-submission that the narrative matches the site plans. Discrepancies will delay your scheduled reviews.



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## **PLANNING - Prior to CDB: Revisions Required**

Set to DRAFT on 1/24/2024 2:23:17 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:23:17 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

### 4. Narrative/Plans – signage

The plan shows proposed freestanding, monument sign along the south property line at the vehicular entrance at Barry Road. Signage is reviewed under separate permit, please remove all references to signage.

## **PLANNING - Prior to CDB: Revisions Required**

Set to DRAFT on 1/24/2024 2:24:04 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:24:04 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

### 5. Narrative/Plans – Height

Height is listed here as 27 feet and two stories, elevations do not show height consistent with CDC Section 8-102, Definitions, please clarify and revise.

## **PLANNING - Prior to CDB: Revisions Required**

Set to DRAFT on 1/24/2024 2:24:58 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:24:58 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

### 6. Narrative/Plans – Mechanical Equipment

Provide language regarding the proposed location of the mechanical equipment and please clarify how (1) this will be accomplished and (2) how the equipment will be screened. The note must include the following details; “Mechanical equipment will be screened from view from adjacent properties and rights-of-way with fencing and or landscaping.”

## **PLANNING - Prior to CDB: Revisions Required**

Set to DRAFT on 1/24/2024 2:26:55 PM

Issue created by Melissa Hauck-Baker on 1/24/2024 2:26:55 PM  
melissa.hauck-baker@myclearwater.com - 727-444-8769

### 9. Overhead Utilities

Please be aware the adjacent overhead utilities are required to be placed underground unless such undergrounding is not practicable Pursuant to CDC Section 3-912. In addition, clarify that all proposed utilities that will lead onto and serve the site will be placed underground to the extent allowed by Duke Energy.

### 10. Overhead Utilities and Landscaping

Show overhead lines on the landscape plan. Please make sure that your landscape plan is coordinated with overhead lines that are to remain.



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## **PUBLIC UTILITIES - prior to permitting**

Set to DRAFT on 1/19/2024 4:36:37 PM

Issue created by Michael Vacca on 1/19/2024 4:36:37 PM  
Issue is attached to Plans on sheet C6  
mike.vacca@myclearwater.com - 727-265-1831

acknowledge

1. All water meters, Fire detector assembly and fire hydrants to have uninstructed clearance around devices,
2. All apparatus and device not to be located behind fences Public Utilities shall have access.
3. show the water meter and fire detector has having separate taps from the existing water main.
4. Call out the size(s) of water devices and backflows.
5. call out water tap size(s) required on the water main. ( water meter, fire detector and fire hydrant.
5. call out what S in Circle is, addition of Manhole? attached city engineering design details for manholes
6. show on the drawing the city utility easement, north side of project , showing the gravity main line and force main locations within the easements
7. call out - contractor to coordinate with city regarding existing water meters, meter box's and service lines for removal

## **SOLID WASTE - Solid waste**

Set to DRAFT on 1/23/2024 2:04:38 PM

Issue created by Brandi Portalatin on 1/19/2024 12:33:52 PM  
brandi.portalatin@myclearwater.com - 727-562-4920

Prior:

The enclosure is for a single dumpster. This is a multi-family community. There will need to be an area for recycling. A double enclosure will be needed.  
Provide a vehicle turning template for solid waste.

Brandi Portalatin on 1/23/2024 1:55:37 PM - OPEN

*The height of the overhead walkway needs to be mentioned in order to know if solid waste trucks can fit.*

## **STORMWATER - General condition**

Set to DRAFT on 1/19/2024 5:41:36 PM

Issue created by Phuong Vo on 1/19/2024 5:41:36 PM  
phuong.vo@myclearwater.com - 727-444-8228

DRC review is a prerequisite for Building Permit Review. A comprehensive review of submitted site design related plans was not performed at this time; additional comments will be forthcoming upon submittal of a Building Permit Application.



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**STORMWATER - Prior to CDB**

Set to DRAFT on 1/19/2024 3:05:59 PM

Issue created by Phuong Vo on 1/19/2024 3:05:59 PM  
phuong.vo@myclearwater.com - 727-444-8228

- 1) All re-submittals shall be accompanied with a formal response letter addressing how each condition has been met.
- 2) It appears the footprint of the new building and a portion of it is proposed to be removed on existing condition sheet C-4 whereas the submitted survey shows there are 4 existing buildings. This causes confusion. Please review and revise.
- 3) Remove irrelevant curve number computation on the submitted drainage calcs when rational method runoff coefficient computation was used for design.
- 4) Revise plans to include basin area EOR intends to treat and attenuate in the proposed stormwater management system(s) located on the SE corner.
- 5) Please incorporate LID design to improve water quality of runoff from the existing parking lot areas being disturbed throughout the site that cannot physically be routed to the proposed pond/vault.
- 6) It is anticipated and acceptable to convert the existing curb inlet on the south side of Jeffords to a grate inlet with equivalent flow capacity to allow modification to the existing driveway and adjacent r-o-w to stay compliant with City's current applicable standards.

**TRAFFIC ENG - Basketball area- Prior to CDB**

Set to DRAFT on 1/23/2024 6:22:33 PM

Issue created by Gus Jordi on 1/23/2024 6:22:33 PM  
Issue is attached to Plans on sheet C5  
gus.jordi@myclearwater.com - 919-421-8370

1. Can you explain the route and how residents are to get to the basketball area.
2. Please provide pedestrian /ADA accommodation to access the basketball area.

**TRAFFIC ENG - Construction cost estimate- Prior to CDB**

Set to DRAFT on 1/23/2024 3:15:44 PM

Issue created by Gus Jordi on 1/23/2024 3:15:44 PM  
gus.jordi@myclearwater.com - 919-421-8370

Please provide the Job value on the application.

**TRAFFIC ENG - Driveway radii- prior to CDB**

Set to DRAFT on 1/23/2024 5:43:51 PM

Issue created by Gus Jordi on 1/23/2024 5:43:51 PM  
Issue is attached to Plans on sheet C5  
gus.jordi@myclearwater.com - 919-421-8370

Please include the proposed driveway corners radii on the plan. The minimum driveway radius is 25'. The corner at the NE entrance with Jefferson Street does not meet standards and must be redesigned.

**TRAFFIC ENG - Multi-modal Impact Fee- Prior to Building Permit ( Acknowledge or provide info.)**

Set to DRAFT on 1/23/2024 3:31:42 PM

Issue created by Gus Jordi on 1/23/2024 3:31:42 PM  
gus.jordi@myclearwater.com - 919-421-8370

In order to calculate the multi-modal impact fee that may be required for the approved development plan, applicant should provide information on the structure/s that existed in the past on this property (type of use and livable SF or units) in order to receive the proper credit. Additional, please confirm the number of the proposed units.

**TRAFFIC ENG - Parking spaces at the NW corner- Prior**

Set to DRAFT on 1/23/2024 5:10:11 PM





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## to CDB

Issue created by Gus Jordi on 1/23/2024 5:10:11 PM  
Issue is attached to Plans on sheet C5  
gus.jordi@myclearwater.com - 919-421-8370

The two parking spaces at the NW corner are encroaching on the 24' Isle path. They are affectively lest that 18' in length and therefore, do not meet code.

### **TRAFFIC ENG - Parking spaces required- Prior to CDB**

Set to DRAFT on 1/23/2024 4:11:49 PM

Issue created by Gus Jordi on 1/23/2024 4:11:49 PM  
gus.jordi@myclearwater.com - 919-421-8370

According to CDC Section 2-203 or 2-204 (flexible development for LMDR), the required number of spaces is 2 spaces per unit. for the proposed 43 multi-family units, this would make the required total number of spaces to be 84 spaces. Applicant is proposing 79 spaces.

### **TRAFFIC ENG - Parking spaces under the small building- Prior to CDB**

Set to DRAFT on 1/23/2024 5:05:45 PM

Issue created by Gus Jordi on 1/23/2024 5:05:45 PM  
Issue is attached to Plans on sheet SD-100  
gus.jordi@myclearwater.com - 919-421-8370

The aerial view of the small building does not show the parking spaces/garages under the building..

### **TRAFFIC ENG - Sidewalk around driveway at Barry Rd- Prior to building permit**

Set to DRAFT on 1/23/2024 6:17:40 PM

Issue created by Gus Jordi on 1/23/2024 6:17:40 PM  
Issue is attached to Plans on sheet C5  
gus.jordi@myclearwater.com - 919-421-8370

Sidewalk on the SE corner of the driveway entrance with Barry Road should be designed to be closer to the intersection and face as close as possible the sidewalk coming from the west side at the SW corner of the entrance on Barry Rd. A cross walk should also be painted (ladder Style) for crossing the driveway.

### **TRAFFIC ENG - Traffic control signs/markings- prior to building permit**

Set to DRAFT on 1/23/2024 5:17:17 PM

Issue created by Gus Jordi on 1/23/2024 5:17:17 PM  
Issue is attached to Plans on sheet C5  
gus.jordi@myclearwater.com - 919-421-8370

1. Please include the traffic control signs on the plans. I see the sign symbols but not the type of sign. Such as the DO-Not Enter and accessible signs to go with the accessible spaces. Must add one way signs for teh one direction .
2. Please add another straight arrow in the one -way direction isles behind the already proposed arrow .



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TELEPHONE (727) 562-4567

## **TRAFFIC ENG - Turning templates- Prior to CDB**

Set to DRAFT on 1/23/2024 4:37:15 PM

Issue created by Gus Jordi on 1/23/2024 4:37:15 PM

Issue is attached to Plans on sheet C5

gus.jordi@myclearwater.com - 919-421-8370

1. The fire truck turning templates do not appear to represent a normal way of driving and they appear to not be continuous but rather being pathed up artificially together. Please provide better turning templates design.
2. please provide a 19'- vehicle size turning templates continuously around all the travel possibilities within the parking lot and the driveways for opposing directions simultaneously shown, including all driveways and entering /exiting on Jefferson Street.
3. Please provide the above template for the two different vehicles sizes on separate plan sheets to allow for clarity

## **TRAFFIC ENG - Walkways and sidewalks/Small building-prior to CDB**

Set to DRAFT on 1/23/2024 5:48:36 PM

Issue created by Gus Jordi on 1/23/2024 5:48:36 PM

Issue is attached to Plans on sheet LA3

gus.jordi@myclearwater.com - 919-421-8370

1. The sidewalks around the small building need to connect to Jefferson Street. Please provide additional sidewalks, ramps, and crosswalk markings (ladder Style) to achieve that. There should be ramps on both side of the driveway entrance (west to east) and a ramp on the NE corner facing north to connect with the sidewalk on the north side of Jefferson Street.
2. Why the covered sidewalk width around the small building is not 4' or 5' when there is room?
3. Where is the detail for the covered sidewalk and the associated structure that is covering the sidewalks.

### **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

**11:50 AM**

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**Case number:** [ATA2024-01001 -- 3041 GLEN OAK AVE N](#)

**Owner(s):** David E Futral  
3041 Glen Oak Ave N  
Clearwater, FL 33759-3406  
PHONE: (727) 430-8144, Fax: No fax, Email: No email

**Applicant:**  
100 South Myrtle Avenue  
Clearwater, FL  
PHONE: (727) 444-8777, Fax: No fax, Email: No email

**Location:** 0.277 acres located on the south side of Glen Oak Avenue North, approximately 260 feet east of moss avenue.

**Atlas Page:** 283A

**Zoning District:** LMDR - Low Medium Density Residential

**Request:** This case involves a city-initiated Agreement to Annex. It is proposed that the property be assigned an initial Future Land Use of Residential Low (RL) and an initial Zoning District of Low Medium Density Residential (LMDR). The property address is 3041 Glen Oak Avenue North.

**Proposed Use:** Detached Dwellings

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

**Assigned Planner:** Dylan Prins, Long Range Planner



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**Workflow:**

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	01/09/2024	Prins
Solid Waste Review	Comments	01/19/2024	Portalatin
Will need to get city of clearwater solid waste services.			
Environmental Review	No Comments	01/23/2024	Kessler
Parks and Rec Review	No Response	01/24/2024	Prins
Land Resource Review	No Response	01/24/2024	Prins
Fire Review	No Response	01/24/2024	Prins
Public Utilities Review	No Response	01/24/2024	Prins
Planning Review	Comments	01/24/2024	Prins
Stormwater Review	No Response	01/24/2024	Prins
Engineering Review	No Response	01/24/2024	Prins
Traffic Eng Review	No Response	01/24/2024	Prins

**The DRC reviewed this application with the following comments:**

**Planning Review      Dylan Prins                      dylan.prins@myclearwater.com                      727-444-8777**

Planning Review  
 1. Any existing nonconforming structures that have existed prior to annexation, may continue to exist and be maintained with normal repair and maintenance. Any alterations to structures that would increase their nonconformity is not allowed pursuant to Article 6 of the Community Development Code.

**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.