



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

Monday, September 15, 2025

8:30 AM - Staff Review

9:00 AM

Case number: [FLS2025-07034 -- 2060 N EVERGREEN AVE](#)

Owner(s): Clearwater Village
1988 Freedom Dr
Clearwater, FL 33755-1293
PHONE: No phone, 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: Sean Cashen
Gulf Coast Consulting Inc
13825 Icot Blvd., Suite 605
Clearwater, FL 33760
PHONE: No phone, Fax: (727) 524-6090, Email:
Krikor@gulfcoastconsultinginc.Com

Location: West of N. Evergreen Avenue, north of Freedom Drive and south of Idlewild Drive.
(12.83 acres, 11.11 acres upland)

Atlas Page: 251B

Zoning District: MDR - Medium Density Residential

Request: Flexible Development approval for 26 detached dwellings for the properties located in the general area between Union Street, Freedom Drive, The Mall and Kings Highway in the Medium Density Residential (MDR) District as a Residential Infill Project. Requested is flexibility from front setback requirements. (Community Development Code Sections 2-303.E and Article 4, Division 7, Subdivisions/Plats)

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: Ryan Green, Planner II



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Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	08/15/2025	Green
Fire Review	No Comments	08/20/2025	Ramos
Parks and Rec Review	Comments	08/22/2025	Parry
Stormwater Review	Comments	08/23/2025	Vo
Solid Waste Review	Comments	08/26/2025	Portalatin
Engineering Review	Comments	08/27/2025	Dresch
Environmental Review	Comments	08/27/2025	Kessler
Traffic Eng Review	Comments	08/27/2025	Dresch
Land Resource Review	Comments	08/28/2025	Quinzi

Plan Room Issues:



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ENGINEERING - Prior to DO (Acknowledge) - General PLT Comments

Set to DRAFT on 8/27/2025 12:25:27 PM

Issue created by Raymond Dresch on 8/27/2025 12:25:27 PM
raymond.dresch@myclearwater.com - 727-444-8775

1. Preliminary Plat review is required by the Planning and Development Department. Additional comments may be forthcoming upon submittal of a Final Plat Application.
2. Upon approval of the Preliminary Plat, the applicant shall complete a City of Clearwater Final Plat Application.
3. The plat fee for the final plat is set in Community Development Code Appendix A - Schedule of Fees, Rates and Charges, Section VIII. The Plat fee shall be paid prior to review by the Engineering Department.
4. All required forms may be obtained from the City of Clearwater Engineering Department. In accordance with Development Code Section 4-703, the final plat shall be suitable for recording at the office of the Clerk of the Circuit Court. It shall be prepared and signed and sealed by a Professional Surveyor and Mapper and shall conform with the requirements of any local or City ordinances as well as Chapter 177 of Florida Statutes.
5. The developer should notify the City Surveyor of the intent to provide the final plat to ensure that their packet will be complete.
6. The Title Certification or Owner Encumbrance in the Owner's name shall accompany the plat. In addition, a document entitled Consent to Platting of Lands and Partial Release of Mortgage shall be filed together with the final plat for each person or corporation holding a mortgage on all land included on the plat; where such person has not signed the final plat, Easements shall be shown and dedicated to the City on the plat as per the latest edition of Chapter 177 of Florida Statutes.
7. Any existing or proposed private restrictions and trusteeship and their periods of existence shall be filed as a separate instrument and reference to such instrument shall be noted on the final plat.
8. Underlying rights of way changes by the new plat must be vacated by separate action of the governing entity.
9. Proposed street names must be approved by Pinellas County 911 prior to final plat application submittal.

ENVIRONMENTAL - Prior to DO:

Set to DRAFT on 8/27/2025 2:36:21 PM

Issue created by Sarah Kessler on 8/27/2025 2:36:21 PM
sarah.kessler@myclearwater.com - 727-444-8233

Provide details of any wetlands on project property.

LAND RESOURCE - Acknowledge Prior to CO Landscape Final Inspection

Set to DRAFT on 8/28/2025 12:27:57 PM

Issue created by Michael Quinzi on 8/28/2025 12:27:57 PM
michael.quinzi@myclearwater.com - 727-444-8770

Please respond that you acknowledge the following:

The site plan common areas must pass a Landscape Final Inspection prior to Certificate of completion for the site plan.

There will be a Certificate of Occupancy (CO) condition added to each individual residential building construction permit (BCP), the condition will be met once each individual permit passes a landscape final inspection. When the final three residential BCP's are near completion the site plan must pass a landscape final inspection prior to the individual residential BCP condition being met.



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TELEPHONE (727) 562-4567

LAND RESOURCE - Landscape Plan / Irrigation Plan

Set to DRAFT on 8/28/2025 12:03:35 PM

Issue created by Michael Quinzi on 8/28/2025 12:03:35 PM
michael.quinzi@myclearwater.com - 727-444-8770

Submit a Landscape Plan and an Irrigation Plan with City of Clearwater details and specifications for review.

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.

LAND RESOURCE - Prior to DO: Tree Mitigation / Inches Spreadsheet

Set to DRAFT on 8/27/2025 10:08:55 AM

Issue created by Michael Quinzi on 8/27/2025 10:08:55 AM
michael.quinzi@myclearwater.com - 727-444-8770

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 an inch.

Tree mitigation fees shall be paid prior of issuance of BCP.

LAND RESOURCE - Prior to DO: Landscape Acknowledgement

Set to DRAFT on 8/27/2025 10:19:18 AM

Issue created by Michael Quinzi on 8/27/2025 10:19:18 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."



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TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to DO: Tree Inventory

Set to DRAFT on 8/27/2025 9:56:04 AM

Issue created by Michael Quinzi on 8/27/2025 9:56:04 AM
michael.quinzi@myclearwater.com - 727-444-8770

Submit a complete and updated Tree Inventory.

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 DO.

LAND RESOURCE - Prior to DO: Tree Preservation

Set to DRAFT on 8/27/2025 10:02:12 AM

Issue created by Michael Quinzi on 8/27/2025 10:02:12 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. 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. Adjacent off-site trees up to 25 feet must be shown on the Tree Preservation Plan. 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. Include the location for staging and contractor parking, on site or if off site provide fencing, silt fence and tree barricades if applicable. Provide prior to DO.

PARKS AND REC - Prior to DO: Parks & Recreation Impact Fees

Set to DRAFT on 8/22/2025 1:50:54 PM

Issue created by Mark Parry on 8/22/2025 1:50:54 PM
Issue is attached to Plans on sheet C1
mark.parry@myclearwater.com - 727-444-8768

Clarify the number of lots. The submittal calls out 25 lots where the Preliminary Plat shows 26.

Please be aware that a Parks and Recreation Impact Fee based on the GFA of each dwelling unit will be required prior to the issuance of any Certificate of Occupancy.

NO FEES ARE DUE AT THIS POINT THIS IS JUST A NOTIFICATION.

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



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TELEPHONE (727) 562-4567

PLANNING - Prior to CDB (Acknowledge): Flood Zone

Set to DRAFT on 8/27/2025 2:49:56 PM

Issue created by Ryan Green on 8/27/2025 2:49:56 PM

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 - Acknowledge General Comments

Set to DRAFT on 8/27/2025 11:00:41 AM

Issue created by Ted Kozak on 8/27/2025 11:00:41 AM

ted.kozak@myclearwater.com - 727-444-8941

Please acknowledge General Comments

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 DO - Application Page 1

Set to DRAFT on 8/27/2025 10:53:22 AM

Issue created by Ted Kozak on 8/27/2025 10:53:22 AM

ted.kozak@myclearwater.com - 727-444-8941

Please add a supplemental sheet, companion to the FLS application, that lists each of the 35 existing lots, clearly identified to be replatted into 26 new lots. Also provide the upland area data on Page 1 - Site Area, consistent with what is indicated on the Plat (approx. 11 acres) and update the description of the request to include reference to the companion 26 new lots to be reconfigured from the existing 35 lots.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO - Application Pages

Set to DRAFT on 8/27/2025 3:17:00 PM

Issue created by Ted Kozak on 8/27/2025 3:17:00 PM
ted.kozak@myclearwater.com - 727-444-8941

Starting on Page 1 of the application, all owners of all the listed 35 parcels need to be listed.
Also update authorization pages to ensure all property owners have given permission to the listed applicant for the submission.

PLANNING - Prior to DO: Clear reading of document

Set to DRAFT on 8/21/2025 9:51:58 AM

Issue created by Ryan Green on 8/21/2025 9:51:58 AM
Issue is attached to Plans on sheet C1
ryan.green@myclearwater.com - 727-444-7791

The square footage of lot 24 is placed over document info. This needs to be adjusted to have the document info to be read.

PLANNING - Prior to DO: Flood Info

Set to DRAFT on 8/27/2025 4:11:04 PM

Issue created by Ryan Green on 8/27/2025 4:11:04 PM
ryan.green@myclearwater.com - 727-444-7791

The following comment is from Gene Henry and he can be reached at:
Gene.Henry@MyClearwater.com

Findings

The site is within the Spring Branch riverine without a regulatory floodway.

The site is within the has multiple flood zones:

X, low risk flood hazard area.

X500, .2% probability flood-hazard area.

AE, 1% probability flood hazard area.

The site is within the Hurricane Evacuation Level, C.

-Elevation requirements.

Base Flood Elevation, ranges from 15' to potentially 16', NAVD 88.

Design Flood Elevation, per code, two-feet added to the base flood elevation, 17' to potentially 18', NAVD 88.

Riverine

Spring Branch, see tables below for discharge rates.

Non regulatory floodway, but designated riverine conveyance.

PLANNING - Prior to DO: Flood mitigation

Set to DRAFT on 8/28/2025 2:29:27 PM

Issue created by Ryan Green on 8/28/2025 2:29:27 PM
Issue is attached to Plans on sheet C1
ryan.green@myclearwater.com - 727-444-7791

Lots 24, 25 & 26 are in a Flood Zone AE and appears to capture drainage from the properties to the south since these proposed lots are apart of a large drainage easement. Please provide a mitigation plan to ensure drainage will not be negatively impacted on and off site.

PLANNING - Prior to DO: Front setbacks for all corner lots

Set to DRAFT on 8/21/2025 10:05:53 AM

Issue created by Ryan Green on 8/21/2025 10:05:53 AM
Issue is attached to Plans on sheet C1
ryan.green@myclearwater.com - 727-444-7791

All corner/multi front lots need to have the correct front setbacks. The ones needed adjustment are labeled with a cloud. The private drives and unimproved roads are frontages.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Sheds to be removed

Set to DRAFT on 8/21/2025 9:48:21 AM

Issue created by Ryan Green on 8/21/2025 9:48:21 AM

Issue is attached to Plans on sheet C1

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

These two sheds will need to be proven to be removed before the DO will be issued.

SOLID WASTE - Solid waste service

Set to DRAFT on 8/26/2025 10:13:45 AM

Issue created by Brandi Portalatin on 8/26/2025 10:13:45 AM

brandi.portalatin@myclearwater.com - 727-562-4920

Are these going to be residential homes?

Is there going to be a gate that solid waste needs to access for the community?

STORMWATER - Prior to DO - Drainage easement over ponds

Set to DRAFT on 8/22/2025 3:38:27 PM

Issue created by Phuong Vo on 8/22/2025 3:38:27 PM

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

Please show drainage easements over the new pond(s) dedicated to the City. Dedication language on the final accompanying platting case PLT2025-0800 shall be to the satisfaction of the city's surveyor.

STORMWATER - Prior to DO - Existing drainage easement

Set to DRAFT on 8/22/2025 3:31:30 PM

Issue created by Phuong Vo on 8/22/2025 3:31:30 PM

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

Please show the existing drainage easement over the existing pond (O.R. Book/Page 17562/2182) shall be vacated and a new drainage easement of the same footprint shall be rededicated to the City on the accompanying platting case PLT2025-0800. Dedication language on the final plat shall be to the satisfaction of the city's surveyor.

Vacating the existing drainage easement shall be contingent on re-dedicating of a new one on the final plat. Please coordinate with the Public Works real estate coordinator and the city's surveyor to accomplish the objectives.

STORMWATER - Prior to DO - Incomplete submittal

Set to DRAFT on 8/22/2025 3:43:04 PM

Issue created by Phuong Vo on 8/22/2025 3:43:04 PM

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

Stormwater deems the submittal was not completed for a review.



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TRAFFIC ENG - Evergreen/Woodlawn ROW

Set to DRAFT on 8/27/2025 12:17:10 PM

Issue created by Raymond Dresch on 8/27/2025 12:17:10 PM

Issue is attached to Plans on sheet C1

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

--1-- Clarify the designation of the 30-foot width strip of land excluded from the platting abutting the parcel to the east and continuing along a portion of Woodlawn Terrace.

--2-- Please show designated R/W width along Evergreen.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



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

TELEPHONE (727) 562-4567

Case number: [PLT2025-08001 -- 2060 N EVERGREEN AVE](#)

Owner(s): Bernard K Reichel
1988 Freedom Dr
Clearwater, FL 33755-1293
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Krikor Kassarian
13825 Icot Blvd., Suite 605
Clearwater
PHONE: (727) 524-1818, Fax: (727) 524-6090, Email:
Krikor@gulfcoastconsultinginc.Com

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

Location: West of N. Evergreen Avenue, north of Freedom Drive and south of Idlewild Drive.
(12.83 acres, 11.11 acres upland)

Atlas Page: 251B

Zoning District: MDR - Medium Density Residential

Request: Preliminary Plat approval for a 26-lot subdivision in the Medium Density Residential (MDR) District for unaddressed parcels located in the general area between Union Street, Freedom Drive, The Mall and Kings Highway; parcel numbers: 03-29-15-12060-009-0010; 03-29-15-12060-009-0150; 03-29-15-12060-009-0070; 03-29-15-12060-013-0180; 03-29-15-12060-013-0190; 03-29-15-12060-013-0200; 03-29-15-12060-013-0210; 03-29-15-12060-013-0220; 03-29-15-12060-013-0230; 03-29-15-12060-013-0240; 03-29-15-12060-013-0010; 03-29-15-12060-013-0020; 03-29-15-12060-013-0030; 03-29-15-12060-013-0040; 03-29-15-12060-013-0050; 03-29-15-12060-013-0060; 03-29-15-12060-013-0070; 03-29-15-12060-013-0080; 03-29-15-12060-013-0090; 03-29-15-12060-013-0100; 03-29-15-12060-013-0110; 03-29-15-12060-013-0120; 03-29-15-12060-013-0130; 03-29-15-12060-013-0140; 03-29-15-12060-013-0150; 03-29-15-12060-013-0160; 03-29-15-12060-013-0170; 03-29-15-12060-017-0010; 03-29-15-12060-017-0020; 03-29-15-12060-017-0030; 03-29-15-12060-017-0040; 03-29-15-12060-017-0050; 03-29-15-12060-017-0060; 03-29-15-12060-012-0030; and a portion of 03-29-15-16532-000-0001.
(Community Development Code Article 4. Division 7, Subdivision /Plats)

Proposed Use: Detached Dwellings

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

Assigned Planner: Ryan Green, Planner II



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	08/25/2025	Horanlli
complete via companion case on 8/6/2025			



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TELEPHONE (727) 562-4567

The DRC reviewed this application with the following comments:

Engineering Review	Raymond Dresch	raymond.dresch@myclearwater.com	727-444-8775
			<ol style="list-style-type: none">1. Preliminary Plat review is required by the Planning and Development Department. Additional comments may be forthcoming upon submittal of a Final Plat Application.2. Upon approval of the Preliminary Plat, the applicant shall complete a City of Clearwater Final Plat Application.3. The plat fee for the final plat is set in Community Development Code Appendix A - Schedule of Fees, Rates and Charges, Section VIII. The Plat fee shall be paid prior to review by the Engineering Department.4. All required forms may be obtained from the City of Clearwater Engineering Department. In accordance with Development Code Section 4-703, the final plat shall be suitable for recording at the office of the Clerk of the Circuit Court. It shall be prepared and signed and sealed by a Professional Surveyor and Mapper and shall conform with the requirements of any local or City ordinances as well as Chapter 177 of Florida Statutes.5. The developer should notify the City Surveyor of the intent to provide the final plat to ensure that their packet will be complete.6. The Title Certification or Owner Encumbrance in the Owner's name shall accompany the plat. In addition, a document entitled Consent to Platting of Lands and Partial Release of Mortgage shall be filed together with the final plat for each person or corporation holding a mortgage on all land included on the plat; where such person has not signed the final plat, Easements shall be shown and dedicated to the City on the plat as per the latest edition of Chapter 177 of Florida Statutes.7. Any existing or proposed private restrictions and trusteeship and their periods of existence shall be filed as a separate instrument and reference to such instrument shall be noted on the final plat.8. Underlying rights of way changes by the new plat must be vacated by separate action of the governing entity.9. Proposed street names must be approved by Pinellas County 911 prior to final plat application submittal.
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
			<p>Starting on Page 1 of the application, all owners of all the listed 35 parcels need to be listed. Also update authorization pages/ and provide affidavit of ownership to ensure all property owners have given permission to the listed applicant for the submission.</p>
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
			<ol style="list-style-type: none">1. Please add a supplemental sheet, companion to the Plat application, that lists each of the 35 existing lots, clearly identified to be replatted into 26 new lots.2. Update the description (Page 1 and any other applicable pages) of the request to match the above. The request of the reduction of front setback is not applicable to the Plat request.3. Update density on Page 3 of the application with existing, proposed and maximum permitted. Currently this information is not provided.