



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, April 2, 2026

8:30 AM - Staff Review

9:00 AM

Case number: [FLS2026-01002 -- 639 BRYANT ST](#)

Owner(s): Stik Properties Llc
1600 N Missouri Ave Unit 20
Largo, FL 33770
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Stik Construction, LLC
1600 N Missouri Ave Unit 20
Largo, FL 33770
PHONE: (727) 484-2750, Fax: No fax, Email: Stikconstruction@gmail.Com

Representative: Stik Construction, LLC
1600 N Missouri Ave Unit 20
Largo, FL 33770
PHONE: (727) 484-2750, Fax: No fax, Email: Stikconstruction@gmail.Com

Location: Northwest corner of S. Myrtle Avenue and Bryant Street. (0.27 acres)

Atlas Page: 313B

Zoning District: MDR - Medium Density Residential

Request: Flexible Standard Development approval for two attached dwelling units in the Medium Density Residential (MDR) District for the property located at 639 Bryant Street. The building does not exceed 30 feet in height and includes four off-street parking spaces. Requested is flexibility for the use. (Community Development Code Section 2-303.B)

Proposed Use: Attached Dwellings

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

Assigned Planner: Ava Schmidt, Planner



Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/05/2026	Schmidt
Parks and Rec Review	Comments	03/11/2026	Cruise
Solid Waste Review	No Comments	03/12/2026	Portalatin
Fire Review	No Comments	03/17/2026	Ramos
Planning Review	Comments	03/18/2026	Schmidt
Environmental Review	Comments	03/20/2026	Kessler
Public Utilities Review	Comments	03/20/2026	Vacca
Prior to permitting Comments			
Stormwater Review	Comments	03/23/2026	Poniava
Engineering Review	Comments	03/24/2026	Dresch
Traffic Eng Review	Comments	03/24/2026	Dresch
Land Resource Review	Comments	03/26/2026	McDonnell

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 3/24/2026 5:15:58 PM

Issue created by Raymond Dresch on 3/24/2026 5:15:58 PM
 raymond.dresch@myclearwater.com - 727-444-8775

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, irrigation, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate jurisdiction.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA. New driveway will require replacement of existing 4-in thick sidewalk with 6-in thick sidewalk to the nearest full panel at minimum.



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ENVIRONMENTAL - Prior to DO (Acknowledge) - Prior to Building Permit

Set to DRAFT on 3/20/2026 5:10:33 PM

Issue created by Sarah Kessler on 3/20/2026 5:10:33 PM
sarah.kessler@myclearwater.com - 727-444-8233

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

LAND RESOURCE - Prior to DO: Landscape Acknowledgement

Set to DRAFT on 3/25/2026 12:20:18 PM

Issue created by Danny McDonnell on 3/25/2026 12:20:18 PM
danny.mcdonnell@myclearwater.com - 727-444-8765

Please acknowledge:

All landscaped areas must be covered with shrubs, ground cover, natural turf, three inches of organic mulch, artificial turf (where permissible), or other suitable material which permits percolation.

1. Where mulch is used, it must be protected from washing out of the planting bed.
2. Landscape rock with a minimum size of ¾ inch to one inch in diameter shall be used to redirect stormwater from gutter systems to prevent erosion.
3. Plastic sheets shall not be installed under mulches.
4. Artificial turf shall be installed according to the standards in Section 3-1203.

LAND RESOURCE - Prior to DO: Required Trees

Set to DRAFT on 3/25/2026 12:28:56 PM

Issue created by Danny McDonnell on 3/25/2026 12:28:56 PM
danny.mcdonnell@myclearwater.com - 727-444-8765

Prior to issuance of Certificate of Occupancy or Certificate of Completions, as per CDC Section 3-1205.D.2., a lot of this size requires 6 shade trees. Prior to Certificate of Occupancy, 6 shade trees must be planted and inspected as a landscape final inspection. Shade trees have a mature height of over 35 feet. Native trees are strongly recommended. Shade trees must be 8 feet in height and 2 inches in caliper at time of planting. Accent trees have a mature height of over 15 feet. Native trees are strongly recommended. Two accents may be used to equal one native shade tree. Accent trees must be 6 feet in height and 1 inch in caliper at time of planting. Three palms may be used to equal one shade tree. Palms must have 10 feet of clear trunk at time of planting. Phoenix species (canariensis, dactylifera) are considered specimen palms and are equal to one shade tree. On Island Estates and the beach, palms may be used for up to but no more than 75% of the required shade trees, anywhere else in the city palms may be used for up to but no more than 25% of required shade trees. Species listed on the Florida Exotic Plant Pest Council List and all citrus species may not be used as required trees.

NOTE: Existing trees may be used to satisfy this condition.

LAND RESOURCE - Prior to DO: Tree Inventory

Set to DRAFT on 3/26/2026 8:35:46 AM

Issue created by Danny McDonnell on 3/26/2026 8:35:46 AM
danny.mcdonnell@myclearwater.com - 727-444-8765

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.



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TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to DO: Tree Preservation Plan

Set to DRAFT on 3/25/2026 12:25:14 PM

Issue created by Danny McDonnell on 3/25/2026 12:25:14 PM
danny.mcdonnell@myclearwater.com - 727-444-8765

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. Other data required on this plan must show the trees canopy line, actual tree barricade limits (2/3 of the drip line and/or in the root prune lines if required), and the tree barricade detail. And any other pertinent information relating to tree preservation. Provide prior to DO.

PARKS AND REC - Parks & Rec Impact Fees

Set to DRAFT on 3/11/2026 4:02:26 PM

Issue created by Aliya Cruise on 3/11/2026 4:02:26 PM
Issue is attached to Plans on sheet SITE PLAN2
aliya.cruise@myclearwater.com - 727-444-8411

It appears that the proposal is for two new market rate attached dwelling units.

A Parks and Recreation Impact Fee of \$2,024 per dwelling unit (estimate of \$4,048 total) will be due prior to the issuance of any Certificate of Occupancy.

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

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

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

PLANNING - Prior to DO (Acknowledge) General Comments

Set to DRAFT on 3/18/2026 10:46:56 AM

Issue created by Ava Schmidt on 3/18/2026 10:46:56 AM
ava.schmidt@myclearwater.com - 727-444-8028

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

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

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

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



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PLANNING - Prior to DO (Acknowledge) Mechanical Equipment Screening

Set to DRAFT on 3/18/2026 11:25:32 AM

Issue created by Ava Schmidt on 3/18/2026 11:25:32 AM
ava.schmidt@myclearwater.com - 727-444-8028

Equipment shall be placed on roofs or to the rear or side of buildings and shall not be placed between any right-of-way and the principal structure(s). Ground-mounted mechanical equipment shall be screened from public view by landscape materials or architecturally finished walls and enclosures designed consistent with the exterior facade of the building or other fencing as approved by the Community Development Coordinator. Rooftop-mounted mechanical equipment shall be screened by a parapet wall, articulated roofline or other roof screen, or similar device that is integrated into the building's architectural design and of a height equal to or exceeding the height of the equipment being screened.

PLANNING - Prior to DO (Acknowledge) Planning comments

Set to DRAFT on 3/18/2026 10:47:13 AM

Issue created by Ava Schmidt on 3/18/2026 10:47:13 AM
ava.schmidt@myclearwater.com - 727-444-8028

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

PLANNING - Prior to DO: Owner's Affidavit

Set to DRAFT on 3/18/2026 12:23:09 PM

Issue created by Ava Schmidt on 3/18/2026 12:23:09 PM
Issue is attached to page 11 in 20260227132141037.pdf
ava.schmidt@myclearwater.com - 727-444-8028

Please revise the Owner's Affidavit to Authorize Agent (page 5 of the application) so that the person on line 4 matches the applicant on page one of the application.

PLANNING - Prior to DO: Parking Requirements

Set to DRAFT on 3/26/2026 9:26:32 AM

Issue created by Ava Schmidt on 3/26/2026 9:26:32 AM
ava.schmidt@myclearwater.com - 727-444-8028

Planning cannot accept required parking spaces to be counted as tandem spaces. However, we do permit one grass parking space per unit. Please show one space in the driveway and the other space next to the driveway in the grass area. Any grass parking areas must be a minimum of ten feet from any tree.

Pursuant to CDC Section 3-1407.A.5:

Exception to prohibition of parking on unpaved areas on single-family and duplex residential property: One designated parking space may be located on the grass in a required front setback adjacent to and parallel to the driveway located on the property. Access to such designated parking space shall be by way of the property's driveway. If the designated parking space cannot be maintained as a grass area and is either reported by neighboring residents as a detrimental property or is identified by any code inspector as in violation of this provision, such designated parking area shall be filled in, by the property owner, with pavers, concrete, turf block or asphalt. Materials not permitted include artificial turf, crushed shell, mulch, millings, or similar material.

PLANNING - Prior to DO: Parking Screening

Set to DRAFT on 3/18/2026 11:16:32 AM

Issue created by Ava Schmidt on 3/18/2026 11:16:32 AM
Issue is attached to Plans on sheet SITE PLAN2
ava.schmidt@myclearwater.com - 727-444-8028

Pursuant to specific flexibility criteria CDC Section 2-303.B.3, "Off-street parking is screened from adjacent parcels of land and any adjacent street by a landscaped wall for fence of at least four feet in height."

Please detail on site plan and in application narrative how this criteria will be achieved.

Set to DRAFT on 3/18/2026 12:02:12 PM



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Required Trees

Issue created by Ava Schmidt on 3/18/2026 12:02:12 PM

Issue is attached to Plans on sheet SITE PLAN

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

The code requires 6 shade trees 8' height at this property. Please revise tree legend and site plan to list the number of trees, type of trees, and proposed tree height. Please also ensure all plans provided are consistent. The "simplified site plan" does not show the two proposed oak trees in the front facing Myrtle.

2 accent trees = 1 shade tree. Accent trees may only make up to 25% of the required trees.

3 palm trees = 1 shade tree. Palm trees may only make up to 25% of the required trees.

For more detail, visit our code here:

[https://library.municode.com/fl/clearwater/codes/community_development_code?](https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV12LATRPRARTU_S3-1202GELAST)

[nodeId=PTICODECO_ART3DEST_DIV12LATRPRARTU_S3-1202GELAST](https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV12LATRPRARTU_S3-1202GELAST)

PLANNING - Prior to DO: Site Data Table

Set to DRAFT on 3/18/2026 11:20:50 AM

Issue created by Ava Schmidt on 3/18/2026 11:20:50 AM

Issue is attached to Plans on sheet SITE PLAN

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

The provided site data table includes an 800sf "Carport Area." Please detail this on site plan and elevations.

PLANNING - Prior to DO: South Elevation Mechanical Equipment

Set to DRAFT on 3/18/2026 11:28:12 AM

Issue created by Ava Schmidt on 3/18/2026 11:28:12 AM

Issue is attached to Plans on sheet 5

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

Mechanical equipment cannot be placed in between the proposed building and right-of-way.

Please revise elevations to match site plans, showing mechanical equipment to the north and west of the building.

PLANNING - Prior to DO: Wall

Set to DRAFT on 3/18/2026 11:42:01 AM

Issue created by Ava Schmidt on 3/18/2026 11:42:01 AM

Issue is attached to Plans on sheet SITE PLAN2

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

The proposed 4' high separation wall must have shrubs planted in front of the wall facing streets. Please show the landscaping on the site plans.

Please note, fences and walls will require a separate building permit.

CDC Section 3-804:

Fences and walls located between the principal structure and front property line shall be permitted to a maximum height of four feet. 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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TELEPHONE (727) 562-4567

PUBLIC UTILITIES - Prior to DO (Acknowledge) - Prior to Permitting

Set to DRAFT on 3/20/2026 10:33:50 AM

Issue created by Michael Vacca on 3/20/2026 10:33:50 AM

Issue is attached to Plans on sheet 3

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

Prior to permitting

Water Service connections

1. Please call out and show on your drawings that are proposed locations of the potable water service lines including the associated size for each meter.
2. Keep in mind that water service connections shall not be located within concrete driveways sidewalks or within the retention areas.
3. For reference the city's owned water mains are located on Byron St. and S Myrtle Ave. Should be utilized for connection access if needed.

Sewer connection

1. Please call out and show on your drawing the proposed location of the sanitary sewer lateral connection(s)
2. The city owned 8 inch sanitary sewer main is located on South Ave. Ensure the drawings also identify the lateral size, pipe material and the location of the clean out(s) to be installed on the property.

STORMWATER - Prior to DO (Acknowledge): General Condition

Set to DRAFT on 3/23/2026 3:19:47 PM

Issue created by Viktoria Poniava on 3/23/2026 3:19:47 PM

viktoria.poniava@myclearwater.com -

The applicant has provided a drainage narrative, calculations, and conceptual drainage plan demonstrating on-site retention.

DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application.

At the time of Building Permit application, the submitted drainage narrative, calculations, and plans shall be verified and revised as necessary to demonstrate compliance with the City of Clearwater Drainage Criteria Manual, including but not limited to:

- Redevelopment criteria (pre-development runoff assumptions)
- Water quality treatment requirements
- Retention design (freeboard, side slopes, and grading)
- Supporting geotechnical information for SHWT and infiltration



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TELEPHONE (727) 562-4567

TRAFFIC ENG - Prior to DO - Bryant St Driveway

Set to DRAFT on 3/24/2026 5:09:46 PM

Issue created by Raymond Dresch on 3/24/2026 5:09:46 PM

Issue is attached to Plans on sheet SITE PLAN2

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

Please acknowledge:

--1-- (Acknowledge) The driveway setback from intersections is 43-ft from the back of curb (or edge of pavement without curb) to the parallel side as noted in Index 103 (1 of 3). Current plans reflect roughly 52-ft.

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

--2-- (Modification) Although 18-ft is typical for parking lot spaces, residential driveways are typically 20-ft per vehicle providing pedestrian maneuver space around the vehicle and at the structure to access walkways. Current design obstructs access to primary entry between corner of structure and vehicle based on provided plans (assuming two vehicles parked tandem without encroachment into the roadway).

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

9:05 AM

Case number: [FLS2026-02008 -- 2052 GLASS LOOP](#)

Owner(s): Bteq Llc
39 Shadow Ln
Lakeland, FL 33813
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Stephen Baylis
3319 Maguire Blvd, Suite 130
Orlando, FL 23803
PHONE: No phone, Fax: No fax, Email: Permits@exolimited.Com

Representative: Jason Bullard
Exo Limited
3319 Maguire Blvd, Suite 130
Orlando, FL 32803
PHONE: (407) 743-0104, Fax: No fax, Email: Permits@exolimited.Com

Location: East side of US Highway 19 N., approximately 1,600 feet north of Sunset Point Road. (2.58 acres)

Atlas Page: 255A

Zoning District: US 19 - US 19 Corridor Zoning

Request: Flexible Standard Development approval for 122 overnight accommodation units in the US 19 District and the US 19 Corridor (US-19C) located at 2052 Glass Loop. The building will not exceed 70 feet in height and includes 122 off-street parking spaces. Requested is flexibility from front setback requirements and front building facades. (percentage of glazing on upper floors) (Community Development Code Sections B-703.B and B-703.E)

Proposed Use: Overnight Accomodations

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

Assigned Planner: Thea French, Planner



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Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/05/2026	Hauck-Baker
Parks and Rec Review	No Comments	03/11/2026	Pandy
Solid Waste Review	Comments	03/12/2026	Portalatin
Fire Review	Comments	03/17/2026	Ramos
Environmental Review	Comments	03/20/2026	Kessler
Public Utilities Review	Comments	03/20/2026	Vacca
Prior to permitting comments			
Stormwater Review	Comments	03/24/2026	Poniava
Engineering Review	Comments	03/24/2026	Dresch
Traffic Eng Review	Comments	03/24/2026	Dresch
Planning Review	Comments	03/25/2026	French
Land Resource Review	Comments	03/25/2026	Quinzi

Plan Room Issues:



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TELEPHONE (727) 562-4567

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 3/24/2026 5:45:10 PM

Issue created by Raymond Dresch on 3/24/2026 5:45:10 PM
raymond.dresch@myclearwater.com - 727-444-8775

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, irrigation, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate jurisdiction.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.
7. Vacation/Establishment of easements will need to be completed prior to C of O.
8. Proposed private streets/roads must meet City standards per Section 3-1904 of the Community Development Code.
9. 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.

ENVIRONMENTAL - Prior to DO (Acknowledge) - Prior to Building Permit

Set to DRAFT on 3/20/2026 5:15:15 PM

Issue created by Sarah Kessler on 3/20/2026 5:15:15 PM
sarah.kessler@myclearwater.com - 727-444-8233

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

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

FIRE - Prior to DO - Acknowledge Fire Comment

Set to DRAFT on 3/17/2026 2:27:51 PM

Issue created by Walter Ramos on 3/17/2026 2:27:51 PM
Issue is attached to Plans on sheet C-501
walter.ramos@myclearwater.com - 727-444-7723

Separate plans and permits will be required for Fire Alarm, Fire Sprinkler, Fire Line Underground work. Please acknowledge and describe on plans.

FIRE - Prior to DO - Acknowledge Fire Comment

Set to DRAFT on 3/17/2026 2:29:26 PM

Issue created by Walter Ramos on 3/17/2026 2:29:26 PM
Issue is attached to Plans on sheet C-501
walter.ramos@myclearwater.com - 727-444-7723

Fire Hydrant for firefighting operations shall be independent, or an additional supporting fire hydrant is required to supply the FDC. This fire hydrant shall be located within 25-50 feet, as measured along a normal access route, of the fire department connection. FDC shall be a minimum of 15' from building. Fire Department Connection shall be a 2 1/2 inch Siamese connection listed for such use. Acknowledge on plans.



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TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to DO - Tree Preservation

Set to DRAFT on 3/26/2026 4:22:38 PM

Issue created by Michael Quinzi on 3/26/2026 4:22:38 PM
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 (including off site trees) 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. Provide prior to BCP.

LAND RESOURCE - Prior to DO: Landscape Acknowledgement

Set to DRAFT on 3/25/2026 10:47:33 AM

Issue created by Michael Quinzi on 3/25/2026 10:47:33 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.

LAND RESOURCE - Prior to DO: Landscape Details

Set to DRAFT on 3/25/2026 10:13:25 AM

Issue created by Michael Quinzi on 3/25/2026 10:13:25 AM
Issue is attached to Plans on sheet LS-02
michael.quinzi@myclearwater.com - 727-444-8770

Use city of Clearwater Landscape details.

LAND RESOURCE - Prior to DO: Landscape Plan Trees

Set to DRAFT on 3/25/2026 10:36:31 AM

Issue created by Michael Quinzi on 3/25/2026 10:36:31 AM
Issue is attached to Plans on sheet LS-01
michael.quinzi@myclearwater.com - 727-444-8770

1 - Show the location of the tree barricades from the Tree Preservation Plan on the Landscape Plan and the Irrigation Plan.

2 - Show all shade trees to be a minimum of 5 feet from any impervious surface or utility.

LAND RESOURCE - Prior to DO: Plant Schedule

Set to DRAFT on 3/25/2026 10:43:31 AM

Issue created by Michael Quinzi on 3/25/2026 10:43:31 AM
Issue is attached to Plans on sheet LS-00
michael.quinzi@myclearwater.com - 727-444-8770

Sabal Palm height must be a minimum of 10 feet of clear trunk (CT).



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

**PLANNING - PLANNING – General Comments
(Acknowledge):**

Set to DRAFT on 3/24/2026 3:49:36 PM

Issue created by Melissa Hauck-Baker on 3/24/2026 3:49:36 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

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

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: B-602.E Upper Floor Facade
Articulation and Fenestration**

Set to DRAFT on 3/25/2026 12:05:56 PM

Issue created by Melissa Hauck-Baker on 3/25/2026 12:05:56 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The code requires the following:

1.To avoid flat, continuous facades, the length of an upper floor facade bay shall generally be between 80 and 120 feet.2.Articulation between upper floor facade bay sections shall be accomplished by recessing the facade 2 feet minimum for a distance of at least 10 feet as illustrated in Figure 14. Facade Bays & Articulation.3.To minimize blank facade areas along street frontages, facades fronting streets and new primary drives shall provide fenestration (doors, windows or other openings) to an extent of a minimum of 20 percent of each floor's facade area as measured between finished floor and finished ceiling.

The Applicant provided the following response:

The blank upper floor facade area flexibility due to the nature of the use and the ability to provide secure rooms with ample privacy. In lieu of the 20 percent glazing, the proposed exterior elevation utilizes a series of wall planes to provide shadow and depth through the parapet cap and horizontal banding.



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PLANNING - Prior to DO: B-604 Building Entries Location and Design Treatment

Set to DRAFT on 3/25/2026 10:07:56 AM

Issue created by Melissa Hauck-Baker on 3/25/2026 10:07:56 AM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The application provided the following statement:

Building entries are visible on all four facades, and emphasized through the use of canopies and weather protection.

We agree with the statement, however, the implementation of the design does not result in an entry fully consistent with the Design Treatments of the code:

A) Locations

Building entries, including entries to individual tenant spaces in larger buildings, shall be located along the front facades of buildings and be oriented to and visible from streets, new primary drives, and sidewalks.

B) Design Treatment

Building entries shall be distinguished by facade design accomplished through the use of a combination of materials, articulation, or other architectural treatments such as variation in building height, arches, canopies, columns, towers, or similar treatments that provide interest to the building facade and draw attention to the entrance.

PLANNING - Prior to DO: Clarify Site Plan west of Pool

Set to DRAFT on 3/25/2026 12:41:59 PM

Issue created by Melissa Hauck-Baker on 3/25/2026 12:41:59 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The area to the west and south of the pool is not clear. Please provide notes on the plan regarding all items located between the pool fence and the front yard setback line as detailed on Sheet C-300.

PLANNING - Prior to DO: Comprehensive Landscaping Program

Set to DRAFT on 3/27/2026 8:22:49 AM

Issue created by Melissa Hauck-Baker on 3/27/2026 8:22:49 AM
Issue is attached to Plans on sheet LS-01
melissa.hauckbaker@myclearwater.com - 727-444-8769

The parking lot islands are not 17 feet from back of curb to back of curb which is required consistent with CDC Section 3-1202.E.2.a.5.

Submit an application for the Comprehensive Landscaping Program consistent with CDC Section 3-1202.G.

https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV12LATRPRARTU_S3-1202GELAST

PLANNING - Prior to DO: Division 12 - Landscaping requirements

Set to DRAFT on 3/25/2026 1:51:14 PM

Issue created by Thea French on 3/25/2026 1:51:14 PM
Issue is attached to Plans on sheet LS-01
thea.french@myclearwater.com - 727-444-8771

Provide details how Division 12 requirements are to be met. This may be communicated through a site plan or narrative(s).

e.g. Include plant specifications in the plant legend as required at installation. (Section 3-1202.B.1 table)



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PLANNING - Prior to DO: Foundation plantings

Set to DRAFT on 3/25/2026 2:08:47 PM

Issue created by Thea French on 3/25/2026 2:08:47 PM
Issue is attached to Plans on sheet LS-01
thea.french@myclearwater.com - 727-444-8771

Provide details how Section 3-1202.E. requirements are to be met.

e.g. provide details on the site plan where foundation plantings are located and include plant specifications in the legend.

PLANNING - Prior to DO: Front Yard Setback Flexibility

Set to DRAFT on 3/25/2026 10:17:34 AM

Issue created by Melissa Hauck-Baker on 3/25/2026 10:17:34 AM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The applicant is requesting front setback flexibility along US-19 as consistent with the flexibility criteria listed in CDC Section B-703.B. Specifically, the subject property is an irregularly shaped parcel with limited frontage along US 19 as the parcel tapers off from the frontage along the northern and southern edges. To maintain pedestrian access while sustaining the required number of parking spaces, the pedestrian sidewalk falls within the required front yard (west) setback. Street frontage Type A permits a front setback in the range of 15 feet minimum and 20 feet maximum where the project requests a 30 foot front yard setback along the west property line.

The trade off of the reduced front yard setback should result in enhanced architectural detailing of the entrance of the building along the US 19 frontage. Currently the entrance features two single doors without additional detailing consistent with CDC Section B-604. The code also includes the Comprehensive Landscaping Program consistent with CDC Section 3-1202.G with respect to reduced setbacks resulting in reduced landscaping buffer, the Applicant did not include this application and should consider submitting one.

PLANNING - Prior to DO: Items located within a right-of-way (Acknowledge)

Set to DRAFT on 3/25/2026 12:34:24 PM

Issue created by Melissa Hauck-Baker on 3/25/2026 12:34:24 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

CDC Section B-503.B. Reconstruction of existing sidewalks and landscape within rights-of-way shall be required. To the extent possible given right-of-way limits and utility conflicts, and with approval of the FDOT, Pinellas County, and/or the City, reconstruction shall follow the general standards for landscaping and sidewalks provided in Table 5. Locational & Design Standards for New Drives.



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PLANNING - Prior to DO: Maximum Building Height

Set to DRAFT on 3/25/2026 11:38:37 AM

Issue created by Melissa Hauck-Baker on 3/25/2026 11:38:37 AM
melissa.hauckbaker@myclearwater.com - 727-444-8769

Please measure maximum building height consistent with the Definitions, CDC Section 8-102, as follows:

Height, building or structure, means for buildings, the vertical distance from the mean elevation of the existing grade to the highest finished roof surface in the case of a building with a flat roof, or the vertical distance from the existing grade to a point representing the midpoint of the peak and eave heights of the main roof structure of the roof of a building having a pitched roof. For other structures, the vertical distance from existing grade to the highest point of the structure above such existing grade. Where minimum floor elevations in flood prone areas have been established by law, the building height may be measured as though the required minimum floor elevations constitute existing grade. In addition, (1) linear radio and television antennas shall be permitted to project ten feet higher than the maximum height otherwise specified for the zoning district within which the antenna is located. Parabolic and other geometrically shaped antenna shall not be permitted this height increase. (2) Flagpoles located on top of buildings shall be permitted to project ten feet higher than the maximum height otherwise specified for the zoning district assigned to the property. (3) Elevator equipment rooms and like mechanical equipment enclosures shall be permitted to project up to 16 feet higher than the maximum height otherwise specified for the zoning district assigned to the property. (4) Parapet walls constructed on buildings with flat roofs shall be permitted to extend not higher than 42 inches over the maximum height specified for the zoning district in which the building is located. (5) Structures permanently affixed to the roof that accommodate rooftop occupancy shall only be permitted if within the maximum allowable height.

PLANNING - Prior to DO: Property Background (Acknowledge)

Set to DRAFT on 3/24/2026 4:04:45 PM

Issue created by Melissa Hauck-Baker on 3/24/2026 4:04:45 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The subject property is an irregular shaped, internal lot located on the east side of US Highway 19 N, approximately 1,600 feet north of Sunset Point Road. The vacant property features 100 feet of street frontage along US Highway 19 N (west).

PLANNING - Prior to DO: Proposed Project and Zoning (Acknowledge)

Set to DRAFT on 3/25/2026 12:30:26 PM

Issue created by Melissa Hauck-Baker on 3/25/2026 12:30:26 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

The property is designated with the US 19 Corridor (US 19 – C) future land use category, is zoned US 19 District and is within the US 19 Corridor Subdistrict. The parcel proposed for development has approximately 98 feet of frontage along US Highway 19 which is designated with Street Frontage Type E and approximately 331 feet of frontage along Glass Loop which is designated Street Frontage Type A as a primary drive established by FLS2020-10036, approved March 11, 2021.

The proposal is to construct 122-unit overnight accommodations use (hotel) including 122 off-street parking spaces with a floor area ratio (FAR) of 0.67 and a height of 70 feet where 100 feet is allowed. The project is being reviewed as a Level One, Flexible standard development because of the requested flexibility for reduced front yard setback and front building façade articulation and fenestration.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Section B-402.C Pedestrian area

Set to DRAFT on 3/25/2026 1:41:51 PM

Issue created by Thea French on 3/25/2026 1:41:51 PM
Issue is attached to Plans on sheet C-300
thea.french@myclearwater.com - 727-444-8771

Section B-402.C Provide details how the required ten foot wide pedestrian areas along front building facades are met.

PLANNING - Prior to DO: Section B-402.E

Set to DRAFT on 3/25/2026 1:38:00 PM

Issue created by Thea French on 3/25/2026 1:38:00 PM
Issue is attached to Plans on sheet A300
thea.french@myclearwater.com - 727-444-8771

Provide evidence the proposed banding will create adequate shading and depth in lieu of required glazing of front facades.

PLANNING - Prior to DO; Specific Criteria

Set to DRAFT on 3/25/2026 1:36:20 PM

Issue created by Thea French on 3/25/2026 1:36:20 PM
Issue is attached to page 10 in FLD Application and Authorization Form.pdf
thea.french@myclearwater.com - 727-444-8771

Confirm the reference statement here "...exterior elevation utilizes a series of wall planes to provide shadow and depth through...horizontal banding." with plan elevations and sheet number.

As a mentioned issue on sheet A300: Provide evidence the proposed banding will create adequate shading and depth in lieu of required glazing of front facades.

PUBLIC UTILITIES - Prior to DO (Acknowledge) - Prior to Permitting

Set to DRAFT on 3/20/2026 11:32:35 AM

Issue created by Michael Vacca on 3/20/2026 11:32:35 AM
Issue is attached to Plans on sheet C-501
michael.vacca@myclearwater.com - 727-265-1831

Prior to permitting

Fire Hydrants and Fire detector assemblies

1. Acknowledge - Please verify and confirm the fire department may have additional requirements including the potential need for additional fire hydrants and the need for a separate dedicated line for the fire detector assembly. Ensure all applicable requirements are met.

SEWER CONNECTION

1. Call out and show on drawings - all sanitary sewer lines located within the property shall be identified as privately owned and maintained by others.

2. Call out and show on drawings - all installation of sewer pipe and manholes shall be inspected by city inspectors and constructed to city's standards and details.

3. Call out and show on drawings - core drill and connection to manhole shall be observed by city inspectors.

SOLID WASTE - Prior to DO - Enclosure Specs

Set to DRAFT on 3/12/2026 11:10:26 AM

Issue created by Brandi Portalatin on 3/12/2026 11:10:26 AM
brandi.portalatin@myclearwater.com - 727-562-4920

Please provide the City's enclosure specs. Sec.32.284 (6)

700-Series Design Standards:

<https://www.myclearwater.com/files/sharedassets/public/v/2/doing-business-in-clearwater/city-projects/documents/700-miscellaneous/700-miscellaneous.pdf>

STORMWATER - Prior to DO (Acknowledge) - Prior to

Set to DRAFT on 3/24/2026 8:54:44 AM



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TELEPHONE (727) 562-4567

Building Permit

Issue created by Viktoria Poniava on 3/24/2026 8:54:44 AM
viktoria.poniava@myclearwater.com -

Please acknowledge on the response letter the following:

Per City of Clearwater Stormwater Drainage Criteria, construction plans submitted at the time of Building Permit application shall include a detailed lot grading plan showing proposed elevations, drainage flow directions, and discharge locations. The grading plan, when implemented, shall not adversely impact adjoining properties.

Provide a signed and sealed drainage narrative with supporting drainage calculations and geotechnical report, as applicable, demonstrating that the proposed development is consistent with the approved ERP permit and master stormwater system design, and complies with the City of Clearwater Drainage Criteria Manual.

The total combined impervious area for Lot 1 and Lot 2 shall not exceed 2.301 acres.

TRAFFIC ENG - Prior to DO - ADA Parking Signage

Set to DRAFT on 3/24/2026 5:57:35 PM

Issue created by Raymond Dresch on 3/24/2026 5:57:35 PM
Issue is attached to Plans on sheet C-350
raymond.dresch@myclearwater.com - 727-444-8775

100-Series Design Standards Index 119: ADA Parking Fine is \$255 in Clearwater. Please correct civil detail.

TRAFFIC ENG - Prior to DO - EV Parking

Set to DRAFT on 3/24/2026 5:53:03 PM

Issue created by Raymond Dresch on 3/24/2026 5:53:03 PM
Issue is attached to Plans on sheet C-300
raymond.dresch@myclearwater.com - 727-444-8775

EV is not a protected class and therefore only parking above and beyond the minimum required may be restricted as EV Only. Plans do not reflect any available excess parking and therefore the identified EV parking must remain available for non-EV.

*** Please add notation/comment: No excess parking exists mandating that all EV capable parking spaces must remain available to non-EV vehicles. ***

TRAFFIC ENG - Prior to DO - Interior Landscape Islands

Set to DRAFT on 3/27/2026 2:47:59 PM

Issue created by Raymond Dresch on 3/27/2026 2:47:59 PM
Issue is attached to Plans on sheet C-300
raymond.dresch@myclearwater.com - 727-444-8775

CDC Section 3-1202.E.2. Parking Lots. Interior islands shall be a minimum of 17-ft as measured between back of curb.

TRAFFIC ENG - Prior to DO - On-Street Parking

Set to DRAFT on 3/27/2026 2:52:19 PM

Issue created by Raymond Dresch on 3/27/2026 2:52:19 PM
Issue is attached to Plans on sheet C-300
raymond.dresch@myclearwater.com - 727-444-8775

The 3 parallel parking spaces located on Glass Loop Road within the Private ROW cannot count against the parking requirement. These spaces are being relocated to allow relocation of the driveway.



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TELEPHONE (727) 562-4567

TRAFFIC ENG - Prior to DO - Parallel Parking

Set to DRAFT on 3/24/2026 5:55:37 PM

Issue created by Raymond Dresch on 3/24/2026 5:55:37 PM

Issue is attached to Plans on sheet C-300

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

100-Series Design Standards Index 120 - parallel parking shall be 23-ft in length.

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

TRAFFIC ENG - Prior to DO - Sight Visibility Triangles

Set to DRAFT on 3/24/2026 6:03:05 PM

Issue created by Raymond Dresch on 3/24/2026 6:03:05 PM

Issue is attached to Plans on sheet LS-01

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

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

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

TRAFFIC ENG - Prior to DO (Acknowledge) - Multimodal Impact Fee

Set to DRAFT on 3/24/2026 5:41:41 PM

Issue created by Raymond Dresch on 3/24/2026 5:41:41 PM

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

Acknowledge: No multimodal credit remains available (applied to previous phases of construction on site). Estimated MIF for 122 rooms is \$195,688.00 and will be due prior to issuance of a certificate of occupancy.

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

9:15 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: 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: 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 Standard Development to construct 24 detached dwellings with a 26-lot preliminary plat (PLT2025-08001) in the Medium Density Residential (MDR) District as a Residential Infill Project for the properties located in the general area between Union Street, Freedom Drive, The Mall and Kings Highway. The buildings will not exceed 30 feet in height and will includes two off-street parking spaces per unit. Requested is flexibility from front setback requirements. (Community Development Code Section 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: Ted Kozak, Development Review Manager



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
Route to Meeting	Ready for DRC	09/15/2025	Horanlli
Public Utilities Review	No Comments	09/15/2025	Horanlli
Development Review Committee	DRC Review	02/19/2026	Horanlli
Stormwater Review	No Comments	02/20/2026	Poniava
Solid Waste Review	No Comments	02/24/2026	Portalatin
Environmental Review	No Comments	03/20/2026	Kessler
Land Resource Review	Comments	03/25/2026	Quinzi

Plan Room Issues:

LAND RESOURCE - Landscape Plan / Irrigation Plan

Set to NOTACCEPTED on 3/25/2026 4:17:37 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.

Sean Cashen on 2/18/2026 4:00:44 PM - ANSWERED

See submitted landscape/irrigation/tree preservation plans

Michael Quinzi on 3/25/2026 4:17:37 PM - NOTACCEPTED

Please respond that you acknowledge a complete Landscape Plan and an Irrigation Plan must be submitted for review prior to BCP.



CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

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

Set to NOTACCEPTED on 3/25/2026 4:19:07 PM

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 if 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 to issuance of BCP.

Sean Cashen on 2/18/2026 5:10:16 PM - ANSWERED

Inches spreadsheet provided with this submittal.

Michael Quinzi on 3/25/2026 4:19:07 PM - NOTACCEPTED

The Inches Spreadsheet is incomplete

LAND RESOURCE - Prior to DO: Landscape Details

Set to DRAFT on 3/25/2026 10:58:24 AM

Issue created by Michael Quinzi on 3/25/2026 10:58:24 AM
Issue is attached to Plans on sheet LA6
michael.quinzi@myclearwater.com - 727-444-8770

Use City of Clearwater landscape details.

LAND RESOURCE - Prior to DO: Tree Inventory

Set to NOTACCEPTED on 3/25/2026 4:36:57 PM

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.

Sean Cashen on 2/18/2026 5:11:07 PM - ANSWERED

See accompanying tree inventory report from arborist

Michael Quinzi on 3/25/2026 4:36:57 PM - NOTACCEPTED

The Tree Inventory can not be reviewed until the property lines for the entire site are clearly defined.



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TELEPHONE (727) 562-4567

LAND RESOURCE - Prior to DO: Tree Preservation

Set to NOTACCEPTED on 3/25/2026 4:36:23 PM

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.

Sean Cashen on 2/18/2026 5:10:34 PM - ANSWERED

See accompanying tree preservation plan

Michael Quinzi on 3/25/2026 4:36:23 PM - NOTACCEPTED

The Tree Preservation Plan can not be reviewed until the property lines for the entire site are clearly defined.

LAND RESOURCE - Tree Inventory

Set to DRAFT on 3/27/2026 11:16:43 AM

Issue created by Michael Quinzi on 3/27/2026 11:16:43 AM
michael.quinzi@myclearwater.com - 727-444-8770

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.

There are 2 Tree Inventory and an Inches Spreadsheet in documents that have conflicting information. Remove all inconsistent plans.

Provide 1 Tree Inventory with a Tree Survey that clearly shows the entire site with property lines and includes adjacent off-site trees up to 25 feet from the property line.

PARKS AND REC - P&R Issue 1

Set to DRAFT on 3/11/2026 12:05:26 PM

Issue created by Nathan Pandey on 3/11/2026 12:05:26 PM
Issue is attached to Plans on sheet SUR1
nathan.pandy@myclearwater.com - 727-444-8306

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 issuance of a DO.



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

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

Set to INREVIEW on 2/19/2026 10:36:13 AM

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.

Sean Cashen on 2/19/2026 9:05:32 AM - ANSWERED

25 lots is correct, preliminary plat now shows 25 lots.

PLANNING - Prior to DO - Acknowledge General Comments

Set to INREVIEW on 2/19/2026 10:36:13 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.

Sean Cashen on 2/18/2026 4:48:37 PM - ANSWERED

Acknowledged. Waiver of time was requested.

PLANNING - Prior to DO: Clear reading of document

Set to INREVIEW on 2/19/2026 10:36:13 AM

Issue created by Ryan Green on 8/21/2025 9:51:58 AM

Issue is attached to Plans on sheet C1

ePermit@myclearwater.com - 727-562-4567

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

Sean Cashen on 2/19/2026 9:07:46 AM - ANSWERED

adjustments were made to clarify lot square footages of lots.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Flood Info

Set to ACCEPTED on 3/27/2026 8:34:21 AM

Issue created by Ryan Green on 8/27/2025 4:11:04 PM
ePermit@myclearwater.com - 727-562-4567

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.

Sean Cashen on 2/18/2026 4:02:26 PM - ANSWERED

All lots within the flood zones will have a FFE elevation above 17.00-18.00

PLANNING - Prior to DO: Flood mitigation

Set to INREVIEW on 2/19/2026 10:36:13 AM

Issue created by Ryan Green on 8/28/2025 2:29:27 PM
Issue is attached to Plans on sheet C1
ePermit@myclearwater.com - 727-562-4567

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.

Sean Cashen on 2/18/2026 3:59:29 PM - ANSWERED

Lots 24, 25 and 26, now revised to be lot 21 only with pond. The drainage from the south will be routed to the new larger pond in Phase II

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

Set to INREVIEW on 2/19/2026 10:36:13 AM

Issue created by Ryan Green on 8/21/2025 10:05:53 AM
Issue is attached to Plans on sheet C1
ePermit@myclearwater.com - 727-562-4567

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.

Sean Cashen on 2/19/2026 9:06:18 AM - ANSWERED

All lots with frontages show the requested 10 foot setback.

Sean Cashen on 2/19/2026 9:06:31 AM - ANSWERED

All lots with roadway frontages show the requested 10 foot setback.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Proposed Lot 17

Set to DRAFT on 3/25/2026 12:45:12 PM

Issue created by Melissa Hauck-Baker on 3/25/2026 12:45:12 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

Please provide details regarding the design of Lot 17 and it's future function within the development and add this lot to the lot with the pond and wetlands.

Additionally, provide details regarding the proposed intent of the the "no name" right-of-way area between Lot 17 and the adjacent lot.

Provide the direct ingress/egress from the subject adjacent lot to Freedom Drive and clearly identify the total number of buildable lots and the portions which are not intended for development.

PLANNING - Prior to DO: Sheds to be removed

Set to ACCEPTED on 3/27/2026 8:32:45 AM

Issue created by Ryan Green on 8/21/2025 9:48:21 AM
Issue is attached to Plans on sheet C1
ePermit@myclearwater.com - 727-562-4567

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

Sean Cashen on 2/19/2026 9:08:34 AM - ANSWERED

The two sheds in the NW portion of the wetland will be removed.

PUBLIC UTILITIES - Prior to permitting

Set to DRAFT on 3/24/2026 2:04:40 PM

Issue created by Andrew Blauvelt on 3/24/2026 2:04:40 PM
Issue is attached to Plans on sheet TP2
andrew.blauvelt@myclearwater.com - 727-444-8213

Prior to permitting, add a utility page to identify size and materials for all sanitary, potable water mains and services. Provide a utility page to call out and identify all sanitary and potable water mains and identify locations of sanitary taps, potable water taps and hydrant locations. Identify the connection points for sanitary and potable mains. Include all applicable utility details to the detail sheets to ensure that everything is built to city specifications.



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TELEPHONE (727) 562-4567

TRAFFIC ENG - Evergreen/Woodlawn ROW

Set to NOTACCEPTED on 3/27/2026 3:23:16 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.

Sean Cashen on 2/18/2026 4:47:56 PM - ANSWERED

1. *Still coordinating with owner's on the east side to determine if that portion gets vacated*

Raymond Dresch on 3/27/2026 3:23:16 PM - NOTACCEPTED

--1-- *Revised plans are dependent upon the vacation of (Gardenia) Evergreen Ave as listed on PCPAO with:*

-a- *Lots 2, 4, & 6 reflecting additional acquisition of proposed vacated ROW from the adjacent parcel (03-29-15-98074-000-0001).*

-b- *Lots 8, 10, 12, 14, 16, 19, & 20 reflect rear setback dimensions while existing as a frontage along the unimproved 30-ft alley. Plans also imply that the adjacent parcel (03-29-15-12060-010-0070) does not gain ownership of the 30-ft of proposed vacated ROW along both roadways.*

--2-- *Dimensions of unimproved ROW along Evergreen Dr and Woodlawn Terr are missing.*

--3-- *Assuming the 30-ft width of proposed vacated ROW immediately in front of parcel (03-29-15-12060-010-0070) is acquired from the owner of that parcel, to maintain the rear construction setbacks as shown, a 'No Build Easement' will be required over that area. Additional utility/drainage easement requirements may follow.*

TRAFFIC ENG - Prior to DO - Private ROW

Set to DRAFT on 3/27/2026 3:31:34 PM

Issue created by Raymond Dresch on 3/27/2026 3:31:34 PM

Issue is attached to Plans on sheet C1

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

--1-- Plans reflect (a) Arbelia St, (b) Lantana Ave, (c) Idlewild Dr, (d) Poinsettia Ave, and (e) 'No Name' as Private ROWs. Please provide documentation from impacted owners showing intent to sell back their portion of the proposed vacated ROW for the creation of the new Private ROW at full width of the current City ROW.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

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

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

Location: 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: Ted Kozak, Development Review Manager



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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			
Route to Meeting	Ready for DRC	09/15/2025	Horanlli

The DRC reviewed this application with the following comments:

Engineering Review Raymond Dresch 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.

Parks and Recreation Review Mark Parry mark.parry@myclearwater.com 727-444-8768

Please see FLS2025-07034 for parks and rec comments



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

Planning Review

Ted Kozak

ted.kozak@myclearwater.com

727-444-8941

1. Please confirm the total number of buildable lots, clearly identifying the number of non-buildable, park or otherwise 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 any applicable density on Page 3 of the application with existing, proposed and maximum permitted.
4. In order to eliminate the creation of any through lots, pursuant to CDC Section 3-903.C., a plat restriction is required to prohibit access to the nonfrontage street, ie. the street with no address.

:



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

9:30 AM

Case number: [FLD2026-02005 -- 407 S SATURN AVE](#)

Owner(s): St Paul's Lutheran Church
407 S Saturn Ave
Clearwater, FL 33755-6551
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Peter Pensa
4904 Eisenhower Boulevard, Suite 350
Tampa, FL 33634
PHONE: (727) 234-8015, Fax: No fax, Email: Ppensa@mcadamsco.Com

Representative: Peter Pensa
The John R. Mcadams Company, Inc; DbA Avid / Mcadams
4904 Eisenhower Boulevard, Suite 350
Tampa, FL 33634
PHONE: (727) 234-8015, Fax: No fax, Email: Ppensa@mcadamsco.Com

Location: East side of S. Saturn Avenue, north side of Gulf to Bay Boulevard, west side of S. Mars Avenue. (2.29 acres)

Atlas Page: 288B

Zoning District: C - Commercial

Request: Flexible Development approval for a limited vehicle service (car wash) in the Commercial (C) District for the properties located at 407 S. Saturn Avenue. The building will not exceed 30 feet in height and includes 31 off-street parking spaces. Requested is flexibility for the use. (Community Development Code Section 2-704.I.)

Proposed Use: Vehicle Service, Limited

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

Assigned Planner: Austen Dole, Planner



Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/04/2026	Dole
Parks and Rec Review	No Comments	03/11/2026	Santiago
Solid Waste Review	Comments	03/12/2026	Portalatin
Fire Review	No Comments	03/17/2026	Ramos
Environmental Review	Comments	03/20/2026	Kessler
Public Utilities Review	Comments	03/20/2026	Vacca
Comments			
Stormwater Review	Comments	03/24/2026	Poniava
Engineering Review	Comments	03/25/2026	Dresch
Traffic Eng Review	Comments	03/25/2026	Dresch
Land Resource Review	Comments	03/25/2026	Robicheau

Plan Room Issues:

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 3/25/2026 8:58:35 AM

Issue created by Raymond Dresch on 3/25/2026 8:58:35 AM
 raymond.dresch@myclearwater.com - 727-444-8775

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, irrigation, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate jurisdiction.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.
7. Vacation/Establishment of easements will need to be completed prior to C of O.
8. 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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TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to CDB (Acknowledge) - Prior to Permitting

Set to DRAFT on 3/20/2026 5:21:36 PM

Issue created by Sarah Kessler on 3/20/2026 5:21:36 PM
sarah.kessler@myclearwater.com - 727-444-8233

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

LAND RESOURCE - Prior to CDB: Inches Spreadsheet

Set to DRAFT on 3/25/2026 3:20:49 PM

Issue created by Robert Robicheau on 3/25/2026 3:20:49 PM
robert.robicheau@myclearwater.com - 727-444-7961

Please 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: Shell

Set to DRAFT on 3/25/2026 3:22:49 PM

Issue created by Robert Robicheau on 3/25/2026 3:22:49 PM
robert.robicheau@myclearwater.com - 727-444-7961

Please remove all shell from the landscape. Shell is not an acceptable landscape material. CDC 3-1204.B.

LAND RESOURCE - Prior to CDB: Species selection

Set to DRAFT on 3/25/2026 3:23:03 PM

Issue created by Robert Robicheau on 3/25/2026 3:23:03 PM
robert.robicheau@myclearwater.com - 727-444-7961

Please swap the orange geiger tree from the landscape plan for another tree species.

LAND RESOURCE - Prior to CDB: Tree requirements

Set to DRAFT on 3/25/2026 3:32:48 PM

Issue created by Robert Robicheau on 3/25/2026 3:32:48 PM
robert.robicheau@myclearwater.com - 727-444-7961

Per CDC Section 3-1202, palm trees may count toward required trees at a maximum of 25% of the total required trees. Accent trees may be substituted at a rate of two (2) accent trees per one (1) shade tree; however, no more than 25% of the total required trees may be accent trees, unless overhead utility lines make compliance impractical.



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TELEPHONE (727) 562-4567

PLANNING - General Comments (Acknowledge Prior to CDB)

Set to DRAFT on 3/18/2026 11:26:07 AM

Issue created by Austen Dole on 3/18/2026 11:26:07 AM
austen.dole@myclearwater.com - 727-444-7351

Description:

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.

In order to be reviewed by the Community Development Board (CDB) on May 19, 2026, electronic copies of all updated materials must be submitted no later than 12:00pm on April 10, 2026.

PLANNING - Prior to CDB: Business Operations

Set to DRAFT on 3/18/2026 11:30:31 AM

Issue created by Austen Dole on 3/18/2026 11:30:31 AM
austen.dole@myclearwater.com - 727-444-7351

Please provide additional detail and clarification regarding the proposed car wash facility, including its overall business operations and hours of operation.

In addition, please address potential noise impacts associated with car wash equipment, vacuum stations, and vehicle activity. Clearly identify the measures that will be implemented to buffer and mitigate noise impacts on adjacent residential properties, including but not limited to physical barriers, landscaping, building orientation, and operational limitations.

PLANNING - Prior to CDB: Landscaping

Set to DRAFT on 3/18/2026 11:35:14 AM

Issue created by Austen Dole on 3/18/2026 11:35:14 AM
austen.dole@myclearwater.com - 727-444-7351

Per CDC Section LS.1 provide landscape buffer details for east side of property.

PLANNING - Prior to CDB: Landscaping

Set to DRAFT on 3/18/2026 11:32:42 AM

Issue created by Austen Dole on 3/18/2026 11:32:42 AM
austen.dole@myclearwater.com - 727-444-7351

Please remove any proposed shell or rock from proposed landscaping and replace for a different ground cover/landscape material.



CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

PLANNING - Prior to CDB: Lot configuration

Set to DRAFT on 3/24/2026 12:11:13 PM

Issue created by Austen Dole on 3/24/2026 12:11:13 PM
austen.dole@myclearwater.com - 727-444-7351

Please clarify and confirm the proposal for merging the three lots and subsequently re-dividing them to accommodate the car wash. make sure to provide detail on setbacks and the eastern parcel in particular.

PLANNING - Prior to CDB: Noise study

Set to DRAFT on 3/24/2026 12:08:35 PM

Issue created by Austen Dole on 3/24/2026 12:08:35 PM
austen.dole@myclearwater.com - 727-444-7351

A noise study needs to be provided to evaluate the potential impact of the car wash's operations, including, but not limited to, the vacuums, and associated noise on surrounding residential areas.

PLANNING - Prior to CDB: Screening

Set to DRAFT on 3/24/2026 12:12:10 PM

Issue created by Austen Dole on 3/24/2026 12:12:10 PM
austen.dole@myclearwater.com - 727-444-7351

Please confirm screening and buffering methods.

PLANNING - Prior to CDB: Signage

Set to DRAFT on 3/24/2026 12:04:07 PM

Issue created by Austen Dole on 3/24/2026 12:04:07 PM
austen.dole@myclearwater.com - 727-444-7351

Please remove any proposed signage from plans. Signage will require its own permitting process.

PLANNING - Prior to CDB: Trees

Set to DRAFT on 3/18/2026 11:46:34 AM

Issue created by Austen Dole on 3/18/2026 11:46:34 AM
austen.dole@myclearwater.com - 727-444-7351

Per CDC Section 3-1202, palm trees may count toward required trees at a maximum of 25% of the total required trees. Accent trees may be substituted at a rate of two (2) accent trees per one (1) shade tree; however, no more than 25% of the total required trees may be accent trees, unless overhead utility lines make compliance impractical.

PLANNING - Prior to CDB: Walkway

Set to DRAFT on 3/18/2026 11:39:57 AM

Issue created by Austen Dole on 3/18/2026 11:39:57 AM
austen.dole@myclearwater.com - 727-444-7351

Please clarify width of sidewalk/walkway adjacent to eastern parcel.



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

PUBLIC UTILITIES - Prior to CDB (Acknowledge) - Prior to Permitting

Set to DRAFT on 3/20/2026 12:14:10 PM

Issue created by Michael Vacca on 3/20/2026 12:14:10 PM
Issue is attached to Plans on sheet C5.00
michael.vacca@myclearwater.com - 727-265-1831

Prior to permitting

Call out and Acknowledge

1. Call out and show on the drawings the proposed 4 inch potable water service on Gulf to Bay Blvd. does not exist. If connection location is to remain on the Gulf to Bay Blvd. side, Acknowledge and clearly note on the plans that the contractor will be responsible for attaining all FDOT right away permits and completing all restoration requirements in accordance with FDOT standards after city makes the necessary water taps. It is recommended to evaluate relocating the water service line from Gulf to Bay to Saturn Ave. side to avoid FDOT right away impacts and potential delays with permitting.
2. Call out and show on the drawings the locations of the potable water meter, including the meter and backflow assembly size and piping material.
3. Acknowledge and verify that the fire department may have additional requirements including additional fire hydrants for the project. These items must be shown on the drawings with the associated sizes and materials along with locations.

Sanitary sewer

1. call out and show on the drawings coordinate with Public Utilities for the city of Clearwater GIS Atlas page. The existing 8 inch VCP sewer main is located through the center of the property and associated manholes must be addressed (removal?) and shown on drawings.
2. Call out and show on the drawings that all existing sanitary sewer pipes, laterals and manholes within the property are to be removed at the contractor's expense, with connections made to the newly proposed manhole location.
3. Call out and show on drawings that all sanitary sewer infrastructure located within the property shall be identified as privately owned and maintained by others.
4. Call out and show on drawing proposed sanitary sewer manholes shall be constructed in accordance with city standards and details

SOLID WASTE - Prior to CDB - Dumpster Area

Set to DRAFT on 3/12/2026 11:30:22 AM

Issue created by Brandi Portalatin on 3/12/2026 11:30:22 AM
brandi.portalatin@myclearwater.com - 727-562-4920

The dumpster enclosure is not in a location that solid waste can access.

The vehicle used for the template is not the vehicle that will be providing service. Its called a front end loader.

Solid waste will not back out a driveway that long against traffic coming in to get out.

The city enclosure specs need to be added to the plans. This can be found in Sec.32.284

STORMWATER - Prior to CDB: General conditions (Acknowledge)

Set to DRAFT on 3/24/2026 9:28:07 AM

Issue created by Viktoria Poniava on 3/24/2026 9:28:07 AM
viktoria.poniava@myclearwater.com -

DRC review is a prerequisite for Building Permit review. A comprehensive review of the site design, including stormwater, has not been completed at this time; additional comments may be generated upon submittal of a Building Permit application.

An approved SWFWMD Environmental Resource Permit (ERP), or exemption, shall be provided prior to issuance of a Certificate of Occupancy (CO).

TRAFFIC ENG - Prior to CDB - Dumpster Enclosure

Set to DRAFT on 3/25/2026 8:34:57 AM

Print date: 3/30/2026

36 of 54

DRC_ActionAgenda



CITY OF CLEARWATER

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

Placement

Issue created by Raymond Dresch on 3/25/2026 8:34:57 AM
Issue is attached to Plans on sheet C7.00
raymond.dresch@myclearwater.com - 727-444-8775

Modify dumpster enclosure placement to align with roadway to reduce maneuver conflicts.
From a Traffic perspective, preferred movement would be through the site with exit onto Saturn Ave.

***Solid Waste may provide additional guidance.

TRAFFIC ENG - Prior to CDB - Sight Visibility Triangles

Set to DRAFT on 3/25/2026 8:43:04 AM

Issue created by Raymond Dresch on 3/25/2026 8:43:04 AM
Issue is attached to Plans on sheet LS.1
raymond.dresch@myclearwater.com - 727-444-8775

Please add 20' Sight Visibility Triangles (Section 3-904) to the plan along both sides of each driveway at the front property line (not the edge of the street) and at the property line corner for parcels with double frontages (corner lot). No structure or landscaping may be present or installed which will obstruct views at a level between 30" and 8' above grade within the SVT.
Link: https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV9GEAPST_S3-904SIVITR

TRAFFIC ENG - Prior to CDB - Sight Visibility Triangles (2)

Set to DRAFT on 3/25/2026 8:45:10 AM

Issue created by Raymond Dresch on 3/25/2026 8:45:10 AM
Issue is attached to Plans on sheet C2.00
raymond.dresch@myclearwater.com - 727-444-8775

See note on Landscape plan -- add SVTs to site plan.

TRAFFIC ENG - Prior to CDB (Acknowledge) - Multimodal Impact Fee

Set to DRAFT on 3/25/2026 8:55:22 AM

Issue created by Raymond Dresch on 3/25/2026 8:55:22 AM
Issue is attached to Plans on sheet C0.00
raymond.dresch@myclearwater.com - 727-444-8775

PCPAO reports a total of 24,081 living SF. Data table reflects 19,870 SF (assumed gross).
Based on either SF, the MIF is offset by the available credit and an estimated zero fee would be assessed.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

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

TELEPHONE (727) 562-4567

9:45 AM

Case number: [HDA2026-03001 -- 10 BAY ESPLANADE](#)

Owner(s): Sunset Green Flash Llc
10 Bay Esplanade
Clearwater, FL 33767-1603
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Katherine Cole
600 Cleveland St Suite 800
Clearwater, FL 33755
PHONE: (727) 259-6791, Fax: No fax, Email: Katie.Cole@hwhlaw.Com

Representative: Katie Cole
Hill Ward Henderson
600 Cleveland Street Suite 800
Clearwater
Clearwater, FL 33755
PHONE: (727) 259-6791, Fax: No fax, Email: Katie.Cole@hwhlaw.Com

Location: North side of Bay Esplanade and south side of Kendall Street, approximately 150 feet west of Mandalay Avenue. (1.06 acres)

Atlas Page: 258A

Zoning District: Tourist

Request: Development Agreement between MHG Palm Pavilion Hotel LP and Beachside Hospitality Group II LLC (the property owners) and the City of Clearwater, providing for the allocation of 91 hotel units from the Hotel Density Reserve located at 10 Bay Esplanade and 18 Bay Esplanade in the Tourist (T) District and the Old Florida District of Beach by Design.

Proposed Use: Overnight Accommodations

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

Assigned Planner: Ted Kozak, Development Review Manager



CITY OF CLEARWATER
 PLANNING & DEVELOPMENT DEPARTMENT
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 MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
 TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/09/2026	Kozak
Parks and Rec Review	No Comments	03/11/2026	Santiago
Fire Review	No Comments	03/17/2026	Ramos
Environmental Review	No Comments	03/20/2026	Kessler
Public Utilities Review	No Comments	03/20/2026	Vacca
Land Resource Review	Comments	03/26/2026	Quinzi
Engineering Review	Comments	03/27/2026	Dresch
Traffic Engineering Review	Comments	03/27/2026	Dresch

The DRC reviewed this application with the following comments:

Engineering Review Raymond Dresch raymond.dresch@myclearwater.com 727-444-8775

- 1-- Per Sec. 47.181, all sidewalks and ramps adjacent to or as part of the project shall be brought into compliance, including ADA.
- 2-- As needed, provide a separate plan sheet identifying any easements for vacation or establishment.
- 3-- 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.



CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

Land Resources Review

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

Land Resources Review

Landscape Plan Acknowledgment prior to City Council meeting;

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.

Minimum shade trees size requirements - Shade Trees have a mature height of over 35 feet. Native trees are strongly recommended. Shade trees must be 10 feet in height and 2.5 inches caliper at time of planting. Accent trees have a mature height of over 15 feet. Native trees are strongly recommended. Two accents may be used to equal one native shade tree. Accent trees must be 8 feet in height and 2.0 inches in caliper at time of planting. Accent trees shall account for no more than 25% of required shade trees. Three palms may be used to equal one shade tree. Palms must have 10 feet of clear trunk at time of planting. Phoenix species (canariensis, dactylifera) and Bismarck palms are considered specimen palms and are equal to one shade tree. On Island Estates and the beach palms may be used for up to but no more than 75% of the required shade trees, anywhere else in the city palms may be used for up to but no more than 25% of required shade trees. Species listed on the Florida Exotic Plant Pest Council List and all citrus species may not be used as required trees.

All trees and plant material must be Florida Grade Number 1 or better.

Species Diversity - Species diversity is required. A minimum number of different species is based on the total number of trees and palms. Ten to nineteen trees requires 2 different species. Twenty to twenty-nine trees require 3 species. Thirty to forty-nine trees require 4 species. Fifty and over trees require 5 species. As per CDC 3-1202.B.5. Increase the species diversity.

NOTE - Include west portion of the site.

Land Resources Review

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



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

Land Resources Review

Acknowledge prior to City Council meeting 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.

NOTE - Include west portion of the site.

Planning Review Ted Kozak ted.kozak@myclearwater.com 727-444-8941

Since the restaurant is proposed as an accessory use to the hotel, its design must be functionally integrated with the hotel. This integration should include, at a minimum, direct connectivity between the hotel and the restaurant, such as convenient internal or external access points for guests.

Planning Review Ted Kozak ted.kozak@myclearwater.com 727-444-8941

Primary pedestrian entrances need to be provided from both the north and south frontages. These entrances should be clearly emphasized and defined through the use of differentiated materials, color variation, awnings, and similar architectural elements to establish a distinct entry condition. As currently proposed, the plans do not identify any pedestrian entrances and instead appear to provide only vehicular access.

Planning Review Ted Kozak ted.kozak@myclearwater.com 727-444-8941

Disclaimer:

Please be aware that additional comments may be generated at or after the DRC meeting based upon applicant response to DRC comments.

Be prepared to make changes to the Development Agreement site plans, elevations and/or your request based on direction provided by the Council at first reading.

An electronic version of the complete application and all supporting materials (revised as needed) are due on April 10, 2026 for the May 21, 2026 First Council Meeting.

Planning Review Ted Kozak ted.kozak@myclearwater.com 727-444-8941

On page 14 of the Beach by Design narrative, there is a statement that "there is a check in lobby in the garage". The parking garage floor plan(s) indicate an elevator but it isn't clear that a lobby is provided. Please clarify.

Planning Review Ted Kozak ted.kozak@myclearwater.com 727-444-8941

On page 10 of the submitted Beach by Design narrative the area between the building and the edge of the pavement along Kendall Street is stated as 10 feet, which conflicts with the provision of a 20 foot setback along Kendall Street to the north. Revise and clarify.



CITY OF CLEARWATER

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TELEPHONE (727) 562-4567

Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
	Requested is flexibility of the uninterrupted plane of a building greater than 100 linear feet. There is no provision in Beach by Design that provides a path to request this flexibility.		
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
	Sheets A.1_4 and A.1_5 The drawing title indicates "Proposed Level 2 Parking Plan" but both sheets are for Level 5 and Levels 6 through 9 guest units. Clarify and revise.		
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
	Parking garage sheets Provide dimensions of all parking spaces, maneuvering areas, handicap accessible aisles and provide information confirming compliance with all aspects of parking garage requirements pursuant to CDC Sec. 3-1402.I.1 through 13.		
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
	Sheet A0_0: and Sheet A1_1 The number of parking spaces stated within the building tabulations table on A0_0 says 40 spaces and on A1_1 says 41 "units". Clarify.		
Planning Review	Ted Kozak	ted.kozak@myclearwater.com	727-444-8941
	Since this is an unified development, show all proposed site improvements, including conceptual landscaping plans and floor plans, for the entire site, including the west portion/ restaurant on the property.		



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

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

TELEPHONE (727) 562-4567

Traffic Eng Review

Raymond Dresch

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

--1-- Sheet A0_0: Provide breakdown of parking calculations for hotel and accessory restaurant. Include total number of ADA parking per level within garage. Plans reflect 5 spaces while a total of 151-200 capacity requires a minimum of 6 accessible spaces.

--2-- Sheet A1_1:

(a) Add pedestrian access from garage to public right of way separate from vehicle driveway.

(b) Parking Spaces Adjoining Walls/Obstructions: Section 3-1402.I.

Obstructions in parking areas shall be located to provide maximum vehicular maneuverability and shall not obstruct passenger ingress/egress. Parking spaces adjoining a wall, landscaping, or other obstruction taller than 6 inches shall be provided an additional 1 foot of clear space on the side of the obstruction.

-1- 1ea parking stall along SE stairway

-2- 2ea parking stalls next to drop off/elevator lobby

-3- 1ea parking stall parallel next to stair south of trash room

(c) Dead-end aisle without turn around east side, south of trash room impacting 3ea parking stalls

(d) Ramp 10-ft transition slopes (Section 3-1402)

(e) Add Sight Visibility Triangles at driveways (Section 3-904) [also include on landscape plan]

--3/4-- Sheet A1_2 / Sheet A1_3:

(a) Numerous spaces adjoining obstructions/walls

(b) Ramp transition slopes

--5-- Ensure all levels with ADA parking meet minimum unobstructed vertical clearance requirements. Conformance signage and pavement markings will need to be included in the plans submitted for permitting.



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

10:00 AM

Case number: [ANX2026-03005 -- 1554 Owen DR](#)

Owner(s): Michael R. Tomlin
1554 Owen Drive
Clearwater, FL 33759
PHONE: (727) 423-0932, Fax: No fax, Email: No email

Applicant: Michael Tomlin
1554 Owen Drive
Clearwater, FL 33759
PHONE: (727) 423-0932, Fax: No fax, Email: Miket@tbi-fl.Com

Representative: Michael Tomlin
1554 Owen Drive
Clearwater, FL 33759
PHONE: (727) 423-0932, Fax: No fax, Email: Miket@tbi-fl.Com

Location: West side of Owen Drive approximately 597 feet south of SR 590.
(0.43 acres)

Atlas Page: 273A

Zoning District: LMDR - Low Medium Density Residential

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

Proposed Use: Detached Dwellings

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

Assigned Planner: Adrian Young, Planner



CITY OF CLEARWATER

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

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/05/2026	Young
Parks and Rec Review	No Comments	03/11/2026	Parry
Fire Review	No Comments	03/17/2026	Ramos
Public Utilities Review	No Comments	03/20/2026	Vacca
No Issues with request			
Planning Review	Comments	03/26/2026	Young
Stormwater Review	No Comments	03/26/2026	Young
Engineering Review	No Comments	03/26/2026	Young
Traffic Eng Review	No Comments	03/26/2026	Young
Environmental Review	No Comments	03/26/2026	Young
Solid Waste Review	No Comments	03/26/2026	Young
Land Resource Review	No Comments	03/26/2026	Young
Harbor Master Review	No Comments	03/26/2026	Young



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

The DRC reviewed this application with the following comments:

Planning Review

Adrian Young

adrian.young@myclearwater.com

Planning Review

Annexation – General Comments

Upon approval of annexation into the City of Clearwater, the applicant is required to:

1. Contact Pinellas County to coordinate the return or proper disposition of existing waste and recycling containers.
2. Coordinate with the City of Clearwater Solid Waste Division for the issuance and delivery of new waste and recycling containers, as well as to establish a collection schedule. For assistance, please contact Clearwater Solid Waste at (727) 562-4920.

Annexation – Acknowledgement of Conditions

Upon approval of annexation into the City of Clearwater, the applicant shall acknowledge and agree to the following:

1. Infrastructure Improvements: Any necessary infrastructure improvements or upgrades (including, but not limited to, utilities and roadways) required to satisfy future project-specific development standards shall be completed by the developer, at their own expense, and must meet the satisfaction and approval of the City.
2. Stormwater Utility Fees: Annexation into the City of Clearwater will result in the assessment of monthly stormwater utility fees, which will appear on the city utility bill. This differs from the annual stormwater fee assessed through the property tax bill for properties located in unincorporated Pinellas County.
3. Sidewalk and ADA Compliance: Any proposed modifications to the site and/or existing structures shall trigger the requirement to bring all adjacent or project-related sidewalks and sidewalk ramps up to current standards, including compliance with the Americans with Disabilities Act (ADA), such as the installation of detectable warning surfaces (truncated domes) in accordance with FDOT Index #304.
4. Right-of-Way Infrastructure: The applicant acknowledges that the City of Clearwater will maintain the existing right-of-way infrastructure and rural cross section in its current condition, as it was built or annexed, and that there are no immediate plans to upgrade or improve said infrastructure.



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

10:15 AM

Case number: [FLD2026-03006 -- 1317 N MARTIN LUTHER KING JR AVE](#)

Owner(s): Community Redevelopment Agency Of Clearwater
600 Cleveland Street
Clearwater, FL 33755
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Sean Cashen
13825 Icot Blvd., Ste 605
Clearwater, FL 33760
PHONE: (727) 432-0365, Fax: No fax, Email:
Scashen@gulfcoastconsultinginc.Com

Representative: Sean Cashen
Gulf Coast Consulting Inc
13825 Icot Blvd., Ste 605
Clearwater, FL 33760
PHONE: (727) 432-0365, Fax: No fax, Email:
Scashen@gulfcoastconsultinginc.Com

Location: Northeast corner of Martin Luther King, Jr. Avenue and Tangerine Street. (0.34 acres)

Atlas Page: 269A

Zoning District: C - Commercial

Request: Flexible Development approval for retail sales and services (shipping container plaza) in the Commercial (C) District as a Comprehensive Infill Redevelopment Project and accessory improvements (seating and landscaping) in the Medium Density Residential (MDR) District for the property at 1317 N. Martin Luther King, Jr. Avenue. The buildings do not exceed 30 feet in height and parking spaces will be provided off-site. Requested is flexibility for the use and reduced interior landscaping and landscape buffers along property lines through a Comprehensive Landscape Program. (Community Development Code Sections 2-704.F and Sections 3-1202.D, E. and G.)

Proposed Use: Mixed Use

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

Assigned Planner: Ava Schmidt, Planner



Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	03/18/2026	Schmidt
Environmental Review	Comments	03/20/2026	Kessler
Public Utilities Review	Comments	03/20/2026	Vacca
Prior to permitting Comments.			
Stormwater Review	Comments	03/24/2026	Poniava
Engineering Review	Comments	03/25/2026	Dresch
Traffic Eng Review	Comments	03/25/2026	Dresch
Solid Waste Review	Comments	03/25/2026	Portalatin
Land Resource Review	Comments	03/25/2026	McDonnell

Plan Room Issues:

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 3/25/2026 9:09:41 AM

Issue created by Raymond Dresch on 3/25/2026 9:09:41 AM
 raymond.dresch@myclearwater.com - 727-444-8775

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
2. Plans submitted have been reviewed for general engineering criteria only, additional comments (including Stormwater, Traffic, Utilities and Environmental) may be forthcoming upon submittal of a Building Permit Application.
3. Applicant shall be responsible for maintaining all landscaping, irrigation, hardscaping, and lighting located within Right of Way.
4. Work on right-of-way shall require a permit with the appropriate jurisdiction.
5. Per Sec. 47.181, bring all sidewalks and ramps adjacent to or as part of the project up to Standards, including ADA.
6. Contractor shall request an easement inspection prior to any construction near an easement.
7. Vacation/Establishment of easements will need to be completed prior to C of O.
8. 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.



CITY OF CLEARWATER
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TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to CDB (Acknowledge) - Prior to Building Permit

Set to DRAFT on 3/20/2026 5:12:48 PM

Issue created by Sarah Kessler on 3/20/2026 5:12:48 PM
sarah.kessler@myclearwater.com - 727-444-8233

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

LAND RESOURCE - Prior to CDB: Landscape Acknowledgement

Set to DRAFT on 3/25/2026 11:58:58 AM

Issue created by Danny McDonnell on 3/25/2026 11:58:58 AM
danny.mcdonnell@myclearwater.com - 727-444-8765

Please acknowledge:

All landscaped areas must be covered with shrubs, ground cover, natural turf, three inches of organic mulch, artificial turf (where permissible), or other suitable material which permits percolation.

1. Where mulch is used, it must be protected from washing out of the planting bed.
2. Landscape rock with a minimum size of ¾ inch to one inch in diameter shall be used to redirect stormwater from gutter systems to prevent erosion.
3. Plastic sheets shall not be installed under mulches.
4. Artificial turf shall be installed according to the standards in Section 3-1203.

LAND RESOURCE - Prior to CDB: Tree Planters

Set to DRAFT on 3/25/2026 11:57:19 AM

Issue created by Danny McDonnell on 3/25/2026 11:57:19 AM
danny.mcdonnell@myclearwater.com - 727-444-8765

The size of the proposed 5 by 5 foot tree planters are insufficient size for healthy tree growth and need to be increased to at least 10 by 10 feet minimum. There is also one tree planter indicated on top of a water main - relocate.

PLANNING - Prior to CBD (Acknowledge) General Comments

Set to DRAFT on 3/20/2026 2:33:58 PM

Issue created by Ava Schmidt on 3/20/2026 2:33:58 PM
ava.schmidt@myclearwater.com - 727-444-8028

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

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

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

In order to be reviewed by the Community Development Board (CDB) on May 19, 2026, electronic copies of all updated materials must be submitted no later than 12:00pm on April 10, 2026.



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

PLANNING - Prior to CBD (Acknowledge) Merge Parcels

Set to DRAFT on 3/20/2026 2:38:37 PM

Issue created by Ava Schmidt on 3/20/2026 2:38:37 PM
ava.schmidt@myclearwater.com - 727-444-8028

The proposed development site shall be consolidated into one parcel. Prior to issuance of a building permit, evidence of the recording in the public records of Pinellas County that joins the subject parcels shall be submitted to the satisfaction of Planning and Development Staff.

PLANNING - Prior to CBD: Elevations

Set to DRAFT on 3/25/2026 11:10:01 AM

Issue created by Ava Schmidt on 3/25/2026 11:10:01 AM
ava.schmidt@myclearwater.com - 727-444-8028

Please provide the north elevation. Please label all elevations with cardinal directions and dimensions (height, width, length). Please provide detail regarding the proposed building materials and colors.

PLANNING - Prior to CBD: Fence/Wall Consistency

Set to DRAFT on 3/20/2026 2:43:00 PM

Issue created by Ava Schmidt on 3/20/2026 2:43:00 PM
Issue is attached to Plans on sheet A10
ava.schmidt@myclearwater.com - 727-444-8028

Ensure all plans are consistent with proposed 6' wall shown on the landscape plans along portions of the east and north property lines.

PLANNING - Prior to CDB (Acknowledge) Mechanical Equipment Screening

Set to DRAFT on 3/20/2026 2:37:12 PM

Issue created by Ava Schmidt on 3/20/2026 2:37:12 PM
ava.schmidt@myclearwater.com - 727-444-8028

Equipment shall be placed on roofs or to the rear or side of buildings and shall not be placed between any right-of-way and the principal structure(s). Ground-mounted mechanical equipment shall be screened from public view by landscape materials or architecturally finished walls and enclosures designed consistent with the exterior facade of the building or other fencing as approved by the Community Development Coordinator. Rooftop-mounted mechanical equipment shall be screened by a parapet wall, articulated roofline or other roof screen, or similar device that is integrated into the building's architectural design and of a height equal to or exceeding the height of the equipment being screened.

PLANNING - Prior to CDB (Acknowledge) Planning comments

Set to DRAFT on 3/20/2026 2:34:18 PM

Issue created by Ava Schmidt on 3/20/2026 2:34:18 PM
ava.schmidt@myclearwater.com - 727-444-8028

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

PLANNING - Prior to CDB: Concept Drawings

Set to DRAFT on 3/20/2026 2:44:06 PM

Issue created by Ava Schmidt on 3/20/2026 2:44:06 PM
Issue is attached to Plans on sheet R1
ava.schmidt@myclearwater.com - 727-444-8028

Please revise concept drawings to align with the proposed elevations or remove them from the application documents.



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PLANNING - Prior to CDB: Coordinate with Solid Waste

Set to DRAFT on 3/27/2026 10:23:32 AM

Issue created by Ava Schmidt on 3/27/2026 10:23:32 AM
ava.schmidt@myclearwater.com - 727-444-8028

Coordinate with solid waste and public works on the angle of the solid waste container. As shown, it faces the opposite direction of traffic.

PLANNING - Prior to CDB: Operational Details

Set to DRAFT on 3/25/2026 11:12:35 AM

Issue created by Ava Schmidt on 3/25/2026 11:12:35 AM
ava.schmidt@myclearwater.com - 727-444-8028

Please provide further operational details regarding lighting, security, hours of operation, and amplified sound to ensure compliance with CDC Section 3-914 (general applicability criteria). Additionally, provide further detail regarding the anticipated use and programming of the stage area, including preventing impacts to adjacent neighbors.

PLANNING - Prior to CDB: Proposed Uses

Set to DRAFT on 3/25/2026 1:18:27 PM

Issue created by Ava Schmidt on 3/25/2026 1:18:27 PM
ava.schmidt@myclearwater.com - 727-444-8028

Please clarify any and all proposed uses in order for this application to accurately cover all proposed uses. You may view a list of uses here:https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART2ZODI_S2-100PEUS

And definitions here:

https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART8DERUCO_S8-102DE

PLANNING - Prior to CDB: Seating Area

Set to DRAFT on 3/25/2026 12:16:59 PM

Issue created by Ava Schmidt on 3/25/2026 12:16:59 PM
Issue is attached to Plans on sheet C3
ava.schmidt@myclearwater.com - 727-444-8028

Please provide measurements between proposed seating amenities to ensure walkway clearance and pedestrian circulation.

PLANNING - Prior to CDB: Setbacks

Set to DRAFT on 3/25/2026 1:20:33 PM

Issue created by Ava Schmidt on 3/25/2026 1:20:33 PM
Issue is attached to Plans on sheet C1
ava.schmidt@myclearwater.com - 727-444-8028

Please reflect setbacks on all relevant plans. Update proposed setbacks in the site data table to include pavers. Setbacks must be measured from all structures, not just the buildings.

PLANNING - Prior to CDB: Signage

Set to DRAFT on 3/20/2026 2:46:46 PM

Issue created by Ava Schmidt on 3/20/2026 2:46:46 PM
ava.schmidt@myclearwater.com - 727-444-8028

Please remove all signage from plans.

PLANNING - Prior to CDB: Site Amenities

Set to DRAFT on 3/25/2026 12:18:18 PM

Issue created by Ava Schmidt on 3/25/2026 12:18:18 PM
Issue is attached to Plans on sheet C3
ava.schmidt@myclearwater.com - 727-444-8028

Please provide product details for proposed site amenities such as tables, chairs, benches, etc.



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PLANNING - Prior to CDB: Site Data Table

Set to DRAFT on 3/25/2026 1:24:16 PM

Issue created by Ava Schmidt on 3/25/2026 1:24:16 PM

Issue is attached to Plans on sheet C1

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

Please ensure site data table is consistent with all plans. For example, proposed height is listed as 20' in the site data table but elevations show all structures below 13'.

PLANNING - Prior to CDB: Solid Waste Containers

Set to DRAFT on 3/27/2026 10:21:06 AM

Issue created by Ava Schmidt on 3/27/2026 10:21:06 AM

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

Pursuant to CDC Section 3-204.G, all solid waste containers shall be screened with a wall and vegetation. Please show landscaping/vegetation around solid waste container.

PLANNING - Prior to CDB: Tree Planters, Buffers and ISR

Set to DRAFT on 3/20/2026 2:45:37 PM

Issue created by Ava Schmidt on 3/20/2026 2:45:37 PM

Issue is attached to Plans on sheet LA1

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

The size of the proposed 5 by 5 foot tree planters are insufficient size for healthy tree growth and need to be increased to at least 10 by 10 feet minimum. There is also one tree planter indicated on top of a water main - relocate. Further, the ISR for the west Commercial district portion of the property exceeds the maximum. The provision of appropriate landscape buffers along the northwest and north portions of the property would address this issue.

PUBLIC UTILITIES - Prior to CDB (Acknowledge) - Prior to Permitting

Set to DRAFT on 3/20/2026 11:03:33 AM

Issue created by Michael Vacca on 3/20/2026 11:03:33 AM

Issue is attached to Plans on sheet C5

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

prior to permitting

RECLAIMED WATER

1. Call out and show on drawings - reclaimed water will be used and connected for irrigation needs.
2. Call out and show on drawings - size & location of RCW meter (city offers 1-inch or 2-inch sizes only).

POTABLE WATER METER(S)

1. Call out and show on drawings - the proposed locations of the potable water meter and backflow devices, including the associated sizes for each meter.
2. Fire department may require addition of new Fire Hydrant.
3. potable water meters and Backflow assemblies shall be located at the property line.

SEWER CONNECTION(S)

1. Call out and show on the drawings all sanitary sewer lines located within the property shall be identified as privately owned and maintained by others.
2. call out and show on the drawings the proposed sanitary sewer manhole shall not be located with an retention pond area. Proposed manhole must be constructed in accordance with city standards and details.
3. Call out and show on the drawings - the existing lateral connection pipe that service is the property as shown on your drawing is undersized and will need to be increased to a minimum of 6 inches. Ensure to show on the drawings proposed lateral sizes and pipe materials to be used.



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TELEPHONE (727) 562-4567

SOLID WASTE - Prior to CDB - Dumpster location

Set to DRAFT on 3/25/2026 10:33:18 AM

Issue created by Brandi Portalatin on 3/25/2026 10:33:18 AM
brandi.portalatin@myclearwater.com - 727-562-4920

Solid waste is not going to be able to accommodate the dumpster location. We can not back out onto the main road (MLK) and shouldn't be driving through a residential neighborhood to get out. There is also a low hanging branch at the end of the street our truck would not fit under.

I would recommend a 4yd roll out dumpster that is serviced off of M.L.K., with an enclosure. Please utilize the city code specs for the dumpster enclosure. Sec. 32.284.

STORMWATER - Prior to CDB (Acknowledge): General Condition

Set to DRAFT on 3/23/2026 3:35:20 PM

Issue created by Viktoria Poniava on 3/23/2026 3:35:20 PM
viktoria.poniava@myclearwater.com -

The applicant shall demonstrate that the proposed stormwater management approach, including permeable pavers, underdrain system, and retention area, will meet City of Clearwater redevelopment criteria and will not adversely impact adjacent properties. Discharge point(s) shall be clearly identified.

1. All re-submittals shall be accompanied with a response letter addressing how each departmental condition has been met.
2. DRC review is a prerequisite for Building Permit Review; additional comments may be forthcoming upon submittal of a Building Permit Application.
3. Permits from other agencies such as SWFWMD, FDEP, FDOT, ACOE, and Pinellas County may be required. Applicant is responsible for obtaining said permits.

STORMWATER - Prior to CDB (Acknowledge): Permitting General Stormwater Conditions

Set to DRAFT on 3/23/2026 3:45:48 PM

Issue created by Viktoria Poniava on 3/23/2026 3:45:48 PM
viktoria.poniava@myclearwater.com -

1. Provide a detailed signed and sealed drainage/grading plan showing proposed spot elevations, flow arrows, and drainage paths, including conveyance from the permeable paver system to the proposed retention area and all discharge locations.
2. Provide stormwater calculations demonstrating compliance with City of Clearwater redevelopment criteria, including required water quality treatment and attenuation to pre-development discharge rates.
3. Provide complete design details for the proposed stormwater system, including permeable paver section, underdrain system, retention area dimensions, side slopes (maximum 4:1), and required freeboard.
4. Provide supporting geotechnical information confirming Seasonal High Water Table (SHWT) and infiltration/percolation rates.
5. Clearly identify all discharge points and demonstrate that post-development runoff will not adversely impact adjacent properties.

TRAFFIC ENG - Prior to CDB - Bicycle Parking

Set to DRAFT on 3/27/2026 4:50:32 PM

Issue created by Raymond Dresch on 3/27/2026 4:50:32 PM
Issue is attached to Plans on sheet C1
raymond.dresch@myclearwater.com - 727-444-8775

Section 3-1411. - Bicycle parking. Please add (a) short term parking for customers and (b) long term parking for employees.

TRAFFIC ENG - Prior to CDB - Multimodal Impact Fee

Set to DRAFT on 3/25/2026 9:20:57 AM

Issue created by Raymond Dresch on 3/25/2026 9:20:57 AM
raymond.dresch@myclearwater.com - 727-444-8775

A Multimodal Impact Fee estimate will be assessed based on mixed usage offset by available credits. Please provide the intended usage of each structure and related square footage for each. Additionally, for each parcel with previous/existing structures, please provide all related square footages and usages to determine available credits.

TRAFFIC ENG - Prior to CDB - Parking

Set to DRAFT on 3/25/2026 9:28:21 AM

Issue created by Raymond Dresch on 3/25/2026 9:28:21 AM
raymond.dresch@myclearwater.com - 727-444-8775

- 1-- Please provide a map showing where parking is located and the distance of travel.
- 2-- Please provide parking area details (layout, parking count, accessible parking, etc.).
- 3-- Identify the accessible route (route must be fully ADA compliant).

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.