



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, December 4, 2025

8:30 AM - Staff Review

9:00 AM

Case number: [FLS2025-11055 -- 1349 UNION ST](#)

Owner(s): Robert W Lutz
1349 Union St
Clearwater, FL 33755 115
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Joseph Magnello
6330 2nd Avenue South
St. Petersburg, FL 33707
PHONE: No phone, Fax: No fax, Email: Josephsmagnello@gmail.com

Representative: Joseph Magnello
Jsm Design & Consulting
6330 2nd Avenue South
St. Petersburg, FL 33707
PHONE: No phone, Fax: No fax, Email: Josephsmagnello@gmail.com

Location: Corner of Union Street and Lantana Avenue. (0.13 acres)

Atlas Page: 251B

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for a detached dwelling in the Low Medium Density Residential (LMDR) District for the property located at 1349 Union Street. The building will not exceed 30 feet in height and includes two off-street parking spaces. Requested is flexibility from front setback requirements. (Community Development Code Section 2-203.C)

Proposed Use: Detached Dwellings

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

Assigned Planner: Austen Dole, Planner



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/06/2025	Dole
Parks and Rec Review	Comments	11/14/2025	Cruise
Asking for clarity on total number of dwelling units.			
Public Utilities Review	No Comments	11/18/2025	Vacca
No Comments			
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	Comments	11/20/2025	Dresch
Solid Waste Review	No Comments	11/20/2025	Portalatin
Stormwater Review	Comments	11/21/2025	Poniava
DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application. Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.			
Fire Review	No Comments	11/21/2025	Ramos
Environmental Review	Comments	11/21/2025	Kessler
Land Resource Review	Comments	11/25/2025	McDonnell

Plan Room Issues:



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TELEPHONE (727) 562-4567

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 4:41:30 PM

Issue created by Raymond Dresch on 11/20/2025 4:41:30 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

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

ENVIRONMENTAL - Prior to issuance of Building Permit

Set to DRAFT on 11/21/2025 8:36:09 AM

Issue created by Sarah Kessler on 11/21/2025 8:36:09 AM
sarah.kessler@myclearwater.com - 727-444-8233

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

LAND RESOURCE - Prior to DO: Tree Mitigation and Replanting Acknowledgement

Set to DRAFT on 11/25/2025 11:12:10 AM

Issue created by Danny McDonnell on 11/25/2025 11:12:10 AM
danny.mcdonnell@myclearwater.com - 727-444-8765

1. The proposed construction will require the removal of a 37" trunk diameter oak tree and a 38" trunk diameter oak tree that are both rated 3.0 or greater and will have to be mitigated to the city's tree fund at the rate of \$48 per inch for a total of \$3,600 (75" X \$48 per inch). The mitigation total will be reduced according to the number of trees meeting city standards that are planted on site. The applicant needs to call for a final 732 landscape inspection when the trees are installed. The final mitigation amount will be determined at that time. The mitigation fee must be paid to the city prior to receiving a CO for this site.

2. Prior to issuance of a certificate of occupancy you are required to install 2 code sized native shade trees or equivalents. These trees must meet the minimum code requirements and be installed.

PARKS AND REC - Prior to DO: Number of Dwelling Units

Set to DRAFT on 11/14/2025 11:43:01 AM

Issue created by Aliya Cruise on 11/14/2025 11:43:01 AM
Issue is attached to Plans on sheet A2.0
aliya.cruise@myclearwater.com - 727-444-8411

Please clarify whether the second attached space is intended to function as an additional, separate residential dwelling unit or as an extension of the existing residence.

PLANNING - Prior to DO: Driveway

Set to DRAFT on 11/26/2025 10:22:19 AM

Issue created by Austen Dole on 11/26/2025 10:22:19 AM
austen.dole@myclearwater.com - 727-444-7351

Please confirm if both driveways will remain on the property.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Dwelling units/intended use

Set to DRAFT on 11/18/2025 10:06:52 AM

Issue created by Austen Dole on 11/18/2025 10:06:52 AM
austen.dole@myclearwater.com - 727-444-7351

Please clarify whether the project is a simple addition to the existing detached dwelling or an attached ADU. Based on the elevations, there appear to be two distinct entrances between the addition and the existing structure.

PLANNING - Prior to DO: East/West Elevations

Set to DRAFT on 11/18/2025 10:04:37 AM

Issue created by Austen Dole on 11/18/2025 10:04:37 AM
Issue is attached to Plans on sheet A3.0
austen.dole@myclearwater.com - 727-444-7351

On sheet A3.0, the East and West elevations appear to be mislabeled. Please correct.

PLANNING - Prior to DO: General Comments (Acknowledge)

Set to DRAFT on 11/18/2025 9:19:57 AM

Issue created by Austen Dole on 11/18/2025 9:19:57 AM
austen.dole@myclearwater.com - 727-444-7351

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

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

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

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

PLANNING - Prior to DO: Mechanical Equipment

Set to DRAFT on 11/18/2025 9:19:12 AM

Issue created by Austen Dole on 11/18/2025 9:19:12 AM
austen.dole@myclearwater.com - 727-444-7351

Provide the location of all mechanical equipment and information for the screening materials. Pursuant to Section 3-903.I., air conditioning equipment, pool equipment and similar mechanical equipment not enclosed within a building shall be exempt from side and rear setback requirements but shall be screened from any public right-of-way and adjacent properties.



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO: Overhang

Set to DRAFT on 11/18/2025 10:08:40 AM

Issue created by Austen Dole on 11/18/2025 10:08:40 AM
austen.dole@myclearwater.com - 727-444-7351

Please show all setbacks measured from both the edge of the structure and the edge of the overhang. Clearly call out the dimensions of all proposed overhangs. Note that CDC Section 3-908(A)(2) permits an overhang encroachment of up to 40% of the required setback.

PLANNING - Prior to DO: Setback along Union Street

Set to DRAFT on 11/18/2025 10:10:00 AM

Issue created by Austen Dole on 11/18/2025 10:10:00 AM
austen.dole@myclearwater.com - 727-444-7351

Please clearly mark the 25' front setback requirement along Union Street, specifically at the northeast corner of the structure.

STORMWATER - Acknowledge prior to DO - General standard conditions

Set to DRAFT on 11/18/2025 10:46:10 AM

Issue created by Viktoria Poniava on 11/18/2025 10:46:10 AM
viktoria.poniava@myclearwater.com -

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

Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.

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

Set to DRAFT on 11/20/2025 4:46:01 PM

Issue created by Raymond Dresch on 11/20/2025 4:46:01 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledge that the the provided plans reflect a change in total living space square footage that will result in the assessment of a multimodal impact fee based on a change from 716SF to 3,605SF. The estimated fee of \$710.00 will be due assessed on the related permit and will be due prior to CO of that permit.

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

9:10 AM

Case number: [FLS2025-09048 -- 133 BAYSIDE DR](#)

Owner(s): Richard Alcalde
133 Bayside Dr
Clearwater, FL 33767
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Lyle Breeze
915 E. Klosterman Road
Tarpon Springs
PHONE: No phone, Fax: No fax, Email: Breezeaibd@aol.Com

Representative: Lyle Breeze
Breeze & Associates
915 E. Klosterman Road
Tarpon Springs
PHONE: No phone, Fax: No fax, Email: Breezeaibd@aol.Com

Location: South side of Bayside Drive, approximately 552 feet east of Hamden Drive. (0.18-acres)

Atlas Page: 276A

Zoning District: LMDR - Low Medium Density Residential

Request: Flexible Standard Development approval for a detached dwelling with an accessory pool and deck located in the Low Medium Density Residential (LMDR) District for the property located at 133 Bayside Drive. The building will not exceed 30 feet in height and includes two off-street parking spaces. Requested is flexibility from front and rear setback requirements. (Community Development Code Section 2-203.C)

Proposed Use: Detached Dwellings

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

Assigned Planner: Thea French, Planner



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Hauck-Baker
Parks and Rec Review	No Comments	11/12/2025	Pandy
Public Utilities Review	No Comments	11/18/2025	Vacca
No Comments			
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	No Comments	11/20/2025	Dresch
Solid Waste Review	No Comments	11/20/2025	Portalatin
Stormwater Review	Comments	11/21/2025	Poniava
DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application.			
Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.			
Environmental Review	Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos
Land Resource Review	No Comments	11/25/2025	Robicheau

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 1:29:36 PM

Issue created by Raymond Dresch on 11/20/2025 1:29:36 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

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



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TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to issuance of Building Permit

Set to DRAFT on 11/21/2025 8:32:53 AM

Issue created by Sarah Kessler on 11/21/2025 8:32:53 AM

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

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

PLANNING - Acknowledge prior to DO - Flood zone

Set to DRAFT on 11/20/2025 11:33:10 AM

Issue created by Ted Kozak on 11/20/2025 11:33:10 AM

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

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

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

PLANNING - Prior to DO - Acknowledge General Comments

Set to DRAFT on 11/20/2025 11:35:15 AM

Issue created by Ted Kozak on 11/20/2025 11:35:15 AM

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

PLANNING – General Comments (Please acknowledge):

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

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

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

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



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TELEPHONE (727) 562-4567

PLANNING - Prior to DO - confirm rear SVT

Set to DRAFT on 11/20/2025 11:39:01 AM

Issue created by Ted Kozak on 11/20/2025 11:39:01 AM

Issue is attached to Plans on sheet S1

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

Confirm compliance with CDC Section 3-904.B - rear improvements not to exceed 48 inches in height within the rear sight visibility triangles (SVTs). Also dimension the identified rear SVTs.

PLANNING - Prior to DO - setbacks

Set to DRAFT on 11/20/2025 11:29:31 AM

Issue created by Ted Kozak on 11/20/2025 11:29:31 AM

Issue is attached to Plans on sheet AD4

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

Clearly identify/ dimension all front, side and rear setbacks on the Site Plan. In particular provide the requested front setback as well as clearly identify the requested rear setback, which is difficult to read.

PLANNING - Prior to DO - SVT

Set to DRAFT on 11/20/2025 11:31:11 AM

Issue created by Ted Kozak on 11/20/2025 11:31:11 AM

Issue is attached to Plans on sheet AD4

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

Dimension, identify and label the 20 foot sight visibility triangles from the front (for vehicles) and rear (for unobstructed views to water).

STORMWATER - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 11/18/2025 11:11:32 AM

Issue created by Viktoria Poniava on 11/18/2025 11:11:32 AM

viktoria.poniava@myclearwater.com -

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

Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.

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

9:20 AM

Case number: [FLS2025-10054 -- 1280 CLEVELAND ST](#)

Owner(s): Clearwater FI Holdings LLC
2111 Boulevard Of The Americas Ste 113
Lakewood, NJ 08701
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Angela Rauber
101 E Kennedy Blvd
Tampa, FL 33602
PHONE: (813) 222-8504, Fax: (813) 221-2900, Email:
Angela.Rauber@hwhlaw.Com

Representative: Angela Rauber
Hwh
101 E Kennedy Blvd
Tampa, FL 33602
PHONE: (813) 222-8504, Fax: (813) 221-2900, Email:
Angela.Rauber@hwhlaw.Com

Location: Northeast corner of Cleveland Street and N Betty Lane and northwest corner of Cleveland Street and N Fredrica Ave, approximately 310 feet south of the intersection of N Betty Lane and Drew Street. (3.41 acres)

Atlas Page: 287B

Zoning District: D - Downtown

Request: Flexible Standard Development approval for self storage warehouses in the Downtown (D) District and Downtown Gateway Character District for the property located at 1280 Cleveland Street. The existing building does not exceed 95 feet in height and includes 142 parking spaces. Requested is flexibility for the use. (Community Development Code Section C-303)

Proposed Use: Mixed Use

Neighborhood Association(s): Board of County Commissioners
Clearwater Neighborhoods Coalition
Pinellas County School Board
East Gateway Business and Neighbors Association

Assigned Planner: Ava Schmidt, Planner



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TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/10/2025	Schmidt
Parks and Rec Review	No Comments	11/14/2025	Cruise
Public Utilities Review	Comments	11/18/2025	Vacca
General comment of acknowledgment			
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	Comments	11/20/2025	Dresch
Solid Waste Review	No Comments	11/20/2025	Portalatin
Stormwater Review	Comments	11/21/2025	Poniava
DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application.			
Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.			
Fire Review	Comments	11/21/2025	Ramos
Environmental Review	Comments	11/21/2025	Kessler
Planning Review	Comments	11/25/2025	Schmidt

Plan Room Issues:

ENGINEERING - Prior to DO (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 1:42:48 PM

Issue created by Raymond Dresch on 11/20/2025 1:42:48 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

1. Written Acknowledgement of all Engineering (including Stormwater, Traffic, Utilities and Environmental) conditions/comments is required.
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TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to issuance of Building Permit

Set to DRAFT on 11/21/2025 8:34:08 AM

Issue created by Sarah Kessler on 11/21/2025 8:34:08 AM
sarah.kessler@myclearwater.com - 727-444-8233

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

FIRE - Comment

Set to DRAFT on 11/21/2025 2:42:30 PM

Issue created by Walter Ramos on 11/21/2025 2:42:30 PM
Issue is attached to Plans on sheet A1
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.

PLANNING - Prior to DO - Building Height

Set to DRAFT on 11/18/2025 11:27:19 AM

Issue created by Ava Schmidt on 11/18/2025 11:27:19 AM
ava.schmidt@myclearwater.com - 727-444-8028

Please revise narrative and elevations to show consistent height measurement throughout the application.

PLANNING - Prior to DO (Acknowledge) General Comments

Set to DRAFT on 11/18/2025 11:26:02 AM

Issue created by Ava Schmidt on 11/18/2025 11:26:02 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.

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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.

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PLANNING - Prior to DO (Acknowledge) Mechanical Equipment Screening

Set to DRAFT on 11/19/2025 10:25:29 AM

Issue created by Ava Schmidt on 11/19/2025 10:25:29 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

Set to DRAFT on 11/18/2025 11:26:37 AM



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

TELEPHONE (727) 562-4567

comments

Issue created by Ava Schmidt on 11/18/2025 11:26:37 AM
ava.schmidt@myclearwater.com - 727-444-8028

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

PLANNING - Prior to DO: Coordinate with Public Works

Set to DRAFT on 11/25/2025 1:59:02 PM

Issue created by Ava Schmidt on 11/25/2025 1:59:02 PM
ava.schmidt@myclearwater.com - 727-444-8028

Please coordinate with public works regarding vehicle restrictions on N. Betty Lane.

PLANNING - Prior to DO: Parking

Set to DRAFT on 11/19/2025 10:45:37 AM

Issue created by Ava Schmidt on 11/19/2025 10:45:37 AM
Issue is attached to Plans on sheet S1
ava.schmidt@myclearwater.com - 727-444-8028

Site data table shows 142 existing parking spaces and site plan shows 135 existing spaces. Are additional parking spaces proposed?

PLANNING - Prior to DO: Use Specific Criteria

Set to DRAFT on 11/19/2025 8:45:34 AM

Issue created by Ava Schmidt on 11/19/2025 8:45:34 AM
ava.schmidt@myclearwater.com - 727-444-8028

Please provide further information on how the proposed project meets the following use specific criteria:

Criterion 2. Leasing office and other non-storage customer service areas shall be incorporated into the building frontage along the primary street. It is not clear on sheets A7 and A9 where the leasing office and non-storage customer service areas are incorporated into the building frontage along Cleveland Street. Please show the primary entrance route to the leasing office.

Criterion 4. Access to individual storage spaces shall be provided from within the building. Please provide further narrative, as it is not clear on the floor plans. Will these be individual storage units accessible through interior hallways?

Criterion 5. All loading areas, including bays and loading zones used for the placement of personal products onto, or removal from, a transportation vehicle shall be provided along the interior side or rear of the building and screened from view. Please provide further detail regarding where designated loading zones will be and exactly how they will be screened from view. The narrative references sheet A6 which is an elevation view of the west (side) and south (front) of the building.

PUBLIC UTILITIES - Acknowledge

Set to DRAFT on 11/18/2025 10:33:23 AM

Issue created by Michael Vacca on 11/18/2025 10:33:23 AM
Issue is attached to Plans on sheet L1.00
michael.vacca@myclearwater.com - 727-265-1831

Reclaimed water service is available to the property for all irrigation needs



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

STORMWATER - Prior to DO (acknowledge) - General condition

Set to DRAFT on 11/18/2025 10:44:21 AM

Issue created by Viktoria Poniava on 11/18/2025 10:44:21 AM
viktoria.poniava@myclearwater.com -

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

Per City of Clearwater Stormwater Drainage Criteria, construction plans to be submitted at the building permit application shall show proposed lot grading including directing runoff to the designed destination, said grading plan when implemented shall not adversely impact adjoining properties.

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

Set to DRAFT on 11/20/2025 1:46:46 PM

Issue created by Raymond Dresch on 11/20/2025 1:46:46 PM
raymond.dresch@myclearwater.com - 727-444-8775

The proposed change of usage, for the specified square footage, from Office to Self-Storage, is from a higher to lower fee rate. Therefore, the applied credit offsets any associated fees for the specified usage change (estimated fee \$0.00). Any future or additional change of usage will require a new review and assessment related to the proposed usage.

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:

No Plan Room Notes on this case.



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

9:30 AM

Case number: [FLD2025-09023 -- 611 DRUID RD E 305](#)

Owner(s): E&t Winning Investments Llc
23 Meridian Dr
Safety Harbor, FL 34695-3301
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Kerri Kasem
16000 Ventura Blvd., Suite 630
Encino, CA 91601
PHONE: (818) 538-7119, Fax: No fax, Email: Kkemerge@ebmla.Com

Representative: Kerri Kasem
Brigo 333, Llc
16000 Ventura Blvd., Suite 630
Encino, CA 91601
PHONE: (818) 538-7119, Fax: No fax, Email: Kkemerge@ebmla.Com

Location: South side of Druid Road and north side of Magnolia Drive, approximately 425 feet east of S. Ft. Harrison Avenue. (5.38 acres)

Atlas Page: 295B

Zoning District: O - Office

Request: Flexible Development approval for retail sales and services (wellness clinic) in the Office (O) District as a Comprehensive Infill Redevelopment Project for the property at 611 Druid Road E. The existing building does not exceed 30 feet in height and includes 301 off-street parking spaces. Requested is flexibility for the use. (Community Development Code Sections 2-1004.A.)

Proposed Use: Retail Sales and Services

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

Assigned Planner: Melissa Hauck-Baker, Senior Planner



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Hauck-Baker
Parks and Rec Review	No Comments	11/12/2025	Pandy
Public Utilities Review	No Comments	11/18/2025	Vacca
No Comments			
Planning Review	Comments	11/19/2025	Hauck-Baker
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	No Comments	11/20/2025	Dresch
Solid Waste Review	Comments	11/20/2025	Portalatin
Stormwater Review	Comments	11/21/2025	Poniava
Environmental Review	Comments	11/21/2025	Kessler
Fire Review	Comments	11/24/2025	Ramos
Land Resource Review	No Comments	11/25/2025	Robicheau

Plan Room Issues:

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 5:16:13 PM

Issue created by Raymond Dresch on 11/20/2025 5:16:13 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

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



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

ENVIRONMENTAL - Prior to issuance of Building Permit

Set to DRAFT on 11/21/2025 8:55:28 AM

Issue created by Sarah Kessler on 11/21/2025 8:55:28 AM

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

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

FIRE - Comment

Set to DRAFT on 11/24/2025 9:26:04 AM

Issue created by Walter Ramos on 11/24/2025 9:26:04 AM

Issue is attached to Plans on sheet I5

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

PLANNING - Prior to CDB - General Comments:

Set to DRAFT on 11/19/2025 4:00:58 PM

Issue created by Melissa Hauck-Baker on 11/19/2025 4:00:58 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 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 January 20, 2026, electronic copies of all updated materials must be submitted no later than 12:00pm on December 12, 2025.

PLANNING - Prior to CDB - tenant area

Set to DRAFT on 11/26/2025 8:49:21 AM

Issue created by Ted Kozak on 11/26/2025 8:49:21 AM

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

Please provide a breakdown of the tenant floor area dedicated to retail sales and services compared to the the floor area of the building of which it is located. Pursuant to CDC Section 2-1003.L., if the total floor area devoted to retail sales and service use and restaurant does not occupy more than ten percent of the floor area of the building in which it is located, the request may for a Flexible Standard Development to DRC, instead of CDB.



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 CDB: Findings of Fact Applicant to verify

Set to DRAFT on 11/19/2025 4:22:41 PM

Issue created by Melissa Hauck-Baker on 11/19/2025 4:22:41 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

Findings of Fact

1. The 5.38-acre site is located on the south side of Druid Road 435 feet east from S. Fort Harrison Avenue.
2. The site received Certified Site Plan (PSP81-46) approval on April 19, 1982 for the existing 70,000 square foot building complex with 252 parking spaces.
3. The property is located within the Office (O) District and the Residential/Office General (R/OG) Future Land Use designation.
4. The property is comprised of one parcel with a frontage of 463.2 feet along Druid Road and 275.8 feet along Magnolia Drive.
5. The original approved site plan included 10,000 square feet of medical suites and 60,000 square feet of professional suites.
6. The request is to operate a wellness clinic in Suites 305 and 306, 1,890 SF, which is retail sales and service use which is not permitted in the O District.
7. No modifications are proposed to the existing complex.
8. There are no active Code Compliance cases for the subject property.

SOLID WASTE - Prior to CDB - Dumpster location

Set to DRAFT on 11/20/2025 1:49:53 PM

Issue created by Brandi Portalatin on 11/20/2025 1:49:53 PM
brandi.portalatin@myclearwater.com - 727-562-4920

Please show on the plans where dumpsters are located.

STORMWATER - Prior to CDB (acknowledge) - General condition

Set to DRAFT on 11/21/2025 9:45:42 AM

Issue created by Viktoria Poniava on 11/21/2025 9:45:42 AM
viktoria.poniava@myclearwater.com -

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

Plan Room Conditions:

No Plan Room Conditions on this case.

Plan Room Notes:



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



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

9:45 AM

Case number: [FLD2025-10026 -- 375 TURNER ST](#)

Owner(s): 375 Turner 1 Llc
301 Turner St
Clearwater, FL 33756
PHONE: No phone, Fax: No fax, Email: No email

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

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

Location: Southeast corner of Turner Street and Oak Avenue to the southwest corner of Turner Street and S Ft Harrison Avenue and one parcel on the North side of Turner Street, approximately 120 feet east of the intersection of Turner Street and Oak Avenue. (2.57 acres)

Atlas Page: 295B

Zoning District: I - Institutional

Request: Flexible Development approval for the conversion to a medical clinic in the Institutional (I) District as a Comprehensive Infill Redevelopment Project for the property located at 375 Turner Street. The existing building does not exceed 35 feet in height and includes 60 off-street parking spaces. Requested is flexibility for reduced off-street parking for the site based on a parking demand study and reduced interior landscaping and landscape buffers along the property lines through a Comprehensive Landscape Program. (Community Development Code Section 2-1204.A., Section 3-1401.C. and Sections 3-1202.D., E. and G., Article 4, Division 14)

Proposed Use: Medical Clinic

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

Assigned Planner: Ava Schmidt, Planner



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Schmidt
Parks and Rec Review	No Comments	11/14/2025	Santiago
Public Utilities Review	No Comments	11/18/2025	Vacca
No Comments			
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	Comments	11/20/2025	Dresch
Solid Waste Review	Comments	11/20/2025	Portalatin
Fire Review	No Comments	11/21/2025	Ramos
Stormwater Review	Comments	11/21/2025	Poniava
DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application.			
Environmental Review	Comments	11/21/2025	Kessler
Planning Review	Comments	11/25/2025	Schmidt
Land Resource Review	Comments	11/25/2025	McDonnell

Plan Room Issues:

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 5:55:36 PM

Issue created by Raymond Dresch on 11/20/2025 5:55:36 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

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



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

ENVIRONMENTAL - Prior to issuance of Building Permit

Set to DRAFT on 11/21/2025 9:11:46 AM

Issue created by Sarah Kessler on 11/21/2025 9:11:46 AM

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

An Asbestos Survey is usually required prior to conducting any demolition or renovations.

Contact Pinellas County Air Quality (727/464-4422) for more information.

LAND RESOURCE - Prior to CDB: Tree Removal

Set to DRAFT on 11/25/2025 3:28:11 PM

Issue created by Danny McDonnell on 11/25/2025 3:28:11 PM

Issue is attached to Plans on sheet ET1

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

Tree #15 is slated to be removed in the tree table but is not shown to be removed on the plan and is still shown on the landscape plan. Please revise.

PLANNING - Prior to CDB (Acknowledge) General Comments

Set to DRAFT on 11/20/2025 10:01:50 AM

Issue created by Ava Schmidt on 11/20/2025 10:01:50 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.

PLANNING - Prior to CDB (Acknowledge) Mechanical Equipment Screening

Set to DRAFT on 11/20/2025 10:04:47 AM

Issue created by Ava Schmidt on 11/20/2025 10:04:47 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.



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 CDB (Acknowledge) Parking and Landscaping

Set to DRAFT on 11/20/2025 2:37:23 PM

Issue created by Ava Schmidt on 11/20/2025 2:37:23 PM

Issue is attached to Plans on sheet LA1

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

The stated job value of \$674,726 exceeds 25% of the total assessed value of the existing principal structure. These improvements will require parking and landscaping to be brought up to code to the greatest extent practicable.

Further, Any parking area which is to serve a new use of land, shall satisfy the standards in this division and the landscaping standards in Article 3, Division 12 (pursuant to CDC Section 3-1401.B.2).

Pursuant to CDC Section 3-1401.B.3.a:

Existing parking lots not meeting the requirements contained in this division shall be brought into compliance to the greatest extent practicable as determined by the Community Development Coordinator under one or more of the following conditions:

a. If an existing use is improved or remodeled in a value of 25 percent or more of the total assessed valuation of the existing principal structure as reflected on the property appraiser's current records at the time of application or as established by a qualified independent appraiser using a recognized appraisal method.

CDC Section 3-1202.A.3.a:

Existing lots not meeting the requirements contained in this division shall be brought into full compliance to the greatest extent practicable under one or more of the following conditions:

a. If an existing use except those uses identified in subsection d. below is improved or remodeled in a value of 25 percent or more of the total assessed valuation of the principal structure as reflected on the property appraiser's current records at the time of application or as established by a qualified independent appraiser using a recognized appraisal method.

PLANNING - Prior to CDB (Acknowledge) Planning comments

Set to DRAFT on 11/20/2025 10:02:06 AM

Issue created by Ava Schmidt on 11/20/2025 10:02:06 AM

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

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



CITY OF CLEARWATER

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

TELEPHONE (727) 562-4567

PLANNING - Prior to CDB: Comprehensive Landscape Program

Set to DRAFT on 11/20/2025 2:33:45 PM

Issue created by Ava Schmidt on 11/20/2025 2:33:45 PM

Issue is attached to Plans on sheet LA1

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

Pursuant to the Article 3, Division 12 of the CDC, proposed landscaping must be demonstrably more attractive than landscaping otherwise permitted on the parcel proposed for development under the minimum landscape standards. It appears that even minimum standards are not being met, such as the provision of shrubs along all property lines. The proposed landscaping is not demonstrably more attractive than minimum required. The site already has reduced landscaping approval, case FLD2024-01003 through a comprehensive landscape program application. The proposed parking lot does not meet the comprehensive landscape program requirements.

These are the minimum standards provided in CDC Section 3-1202:

Required Perimeter Buffers:

A minimum 10' wide perimeter landscape buffer is required along the north and east property lines at 375 Turner St. A minimum 10' wide perimeter landscape buffer is required along the south, east, and west property lines at 310 Turner St. A minimum 10' wide perimeter landscape buffer is required along the north and west property lines at 301 Turner St. A minimum 5' wide landscape buffer is required along all other interior property lines. The landscape buffer must consist of continuous shrubs and 1 tree every 35 feet.

The shrubs will be 18—24" in height when used in a perimeter buffer - planted every 36", (measured from the center of the shrub) providing a 100% continuous hedge which will be 36", high and 80% opaque 12 months from the time a certificate of occupancy is received (excluding drives and visibility triangles where applicable).

Required Foundation Planting:

Foundation plantings shall be provided for 100 percent of a building façade with frontage along a street right-of-way, excluding space necessary for building ingress and egress, within a minimum five-foot wide landscaped area. A minimum of 50 percent of the area shall contain shrubs with the remainder to be ground cover.

Parking Lots Required Interior Islands:

If the paved vehicular use area is greater than 4,000 square feet, then landscaping for the interior of parking lots shall be provided in accordance with the following:

1. Ten percent of gross vehicular use area or 12 percent of gross vehicular area if parking spaces are greater than or equal to 110 percent of required parking shall be provided in an island.
2. Interior islands shall be incorporated into parking lot designs so that no more than 20 parking spaces are provided in a row.
3. Interior islands incorporating bioswales shall not be required to provide curbing;
4. Depth of interior islands. All interior landscape islands shall have a minimum depth that is consistent with the depth of the adjacent off-street parking space.
5. Width of interior islands. All interior landscape islands shall have a minimum width of 17 feet as measured from back of curb to back of curb.
6. Required trees/plants.
 - i. A minimum of one shade tree, or accent/palm equivalent, shall be provided in each interior landscape island.
 - ii. One shade tree, or accent/palm equivalent, shall be provided per 300 square feet of required greenspace.
 - iii. Shrubs shall be provided in an amount to equal or exceed 50 percent of the required greenspace.
 - iv. Groundcover shall be utilized for required greenspace in-lieu of natural turf.
 - v. The use of artificial turf in interior landscaped islands is prohibited.



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 CDB: Dotted Line

Set to DRAFT on 11/26/2025 10:17:05 AM

Issue created by Ava Schmidt on 11/26/2025 10:17:05 AM

Issue is attached to Plans on sheet C3

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

Please label and measure the dotted line shown within the property. Are these setback measurements?

PLANNING - Prior to CDB: Impervious Surface Ratio

Set to DRAFT on 11/20/2025 10:25:43 AM

Issue created by Ava Schmidt on 11/20/2025 10:25:43 AM

Issue is attached to Plans on sheet C1

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

Please revise ISR inconsistency. Sheet C1 states proposed ISR is 0.80 while page two of the application states proposed ISR is 0.90. The maximum permitted ISR for a property with an Institutional (I) Future Land Use designation is 0.85.

PLANNING - Prior to CDB: Overhead Passover

Set to DRAFT on 11/26/2025 10:11:40 AM

Issue created by Ava Schmidt on 11/26/2025 10:11:40 AM

Issue is attached to Plans on sheet C2

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

Is the overhead passover that connects this property to the church proposed to remain? Please provide a narrative that addresses how the proposed development will separate the access between the church and the proposed development via the skyway located between the east wall of the proposed development and the west wall of the church.

PLANNING - Prior to CDB: Parking design standards

Set to DRAFT on 11/20/2025 3:58:38 PM

Issue created by Ava Schmidt on 11/20/2025 3:58:38 PM

Issue is attached to Plans on sheet C3

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

Please revise the off-street parking spaces to meet design standards in CDC Section 3-1402.A.

https://library.municode.com/fl/clearwater/codes/community_development_code?nodeId=PTICODECO_ART3DEST_DIV14PALO_S3-1402DESTPALOPAGA

PLANNING - Prior to CDB: Required Parking Setbacks

Set to DRAFT on 11/25/2025 9:33:43 AM

Issue created by Ava Schmidt on 11/25/2025 9:33:43 AM

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

Pursuant to CDC Section 3-903.F, parking lots shall be set back from front property lines a distance of 15 feet, and shall be set back from all other property lines a distance that is consistent with the required perimeter landscape buffer width.

PLANNING - Prior to CDB: Sight Visibility Triangles

Set to DRAFT on 11/20/2025 12:04:19 PM

Issue created by Ava Schmidt on 11/20/2025 12:04:19 PM

Issue is attached to Plans on sheet C2

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

Please show the required site visibility triangles (SVT) on your site plan. SVTs are measured at corners and driveways. To minimize traffic hazards at street or driveway intersections, no structure or landscaping may be installed which will obstruct views at a level between 30 inches above grade and eight feet above grade within the sight visibility triangle.

PLANNING - Prior to CDB: Update Site Data Table

Set to DRAFT on 11/20/2025 10:38:28 AM

Issue created by Ava Schmidt on 11/20/2025 10:38:28 AM

Issue is attached to Plans on sheet C1

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

Site data table does not reflect current proposal.



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

SOLID WASTE - Prior to CDB: Garbage service

Set to DRAFT on 11/20/2025 1:18:05 PM

Issue created by Brandi Portalatin on 11/20/2025 1:18:05 PM
brandi.portalatin@myclearwater.com - 727-562-4920

There is no room on the property for a dumpster enclosure for garbage services. Please speak with the business to the west about having a shared dumpster. A note from the owner will be needed stating they will share a dumpster with the medical facility.

STORMWATER - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 11/21/2025 9:34:02 AM

Issue created by Viktoria Poniava on 11/21/2025 9:34:02 AM
viktoria.poniava@myclearwater.com -

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

TRAFFIC ENG - Prior to CDB - Site Data Table (Parking)

Set to DRAFT on 11/20/2025 5:54:17 PM

Issue created by Raymond Dresch on 11/20/2025 5:54:17 PM
Issue is attached to Plans on sheet C1
raymond.dresch@myclearwater.com - 727-444-8775

Please verify the site data table parking data as it reflects proposed parking of 48 space while the plans reflect retention of the existing 66 space parking lot.

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

10:00 AM

Case number: [FLD2025-08021 -- 26 HEILWOOD ST](#)

Owner(s): Clearwater Beach Investments Llc
5640 108th St Se
Caledonia, MI 49316-9304
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Jessica Foderingham
641 Mandalay Ave
Clearwater
PHONE: No phone, Fax: No fax, Email: Jessica@bchmgt.Com

Representative: Jessica Foderingham
Bch Management, Inc.
641 Mandalay Ave
Clearwater
PHONE: No phone, Fax: No fax, Email: Jessica@bchmgt.Com

Location: North side of Heilwood Street approximately 50 feet west from the intersection of Mandalay Avenue and Heilwood Street. (0.10 acres)

Atlas Page: 258A

Zoning District: T - Tourist

Request: Flexible Development approval for a 421 square foot addition to a resort attached dwelling in the Tourist (T) District and the Old Florida Character District of Beach by Design for the property located at 26 Heilwood Street. The building does not exceed nine feet in height and includes zero off-street parking spaces. Requested is flexibility for reduced front and side setbacks and landscaping. (Community Development Code Sections 2-803.L and Beach by Design)

Proposed Use: Resort Attached Dwellings

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

Assigned Planner: Melissa Hauck-Baker, Senior Planner



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/04/2025	Hauck-Baker
Parks and Rec Review	Comments	11/18/2025	Santiago
Public Utilities Review	No Comments	11/18/2025	Vacca
No Comments			
Planning Review	Comments	11/19/2025	Hauck-Baker
Engineering Review	Comments	11/20/2025	Dresch
Traffic Eng Review	Comments	11/20/2025	Dresch
Solid Waste Review	No Comments	11/20/2025	Portalatin
Stormwater Review	Comments	11/21/2025	Poniava
DRC review is a prerequisite for Building Permit review; additional design details and comments may be forthcoming upon submittal of a Building Permit Application.			
Environmental Review	Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos
Land Resource Review	Comments	11/25/2025	Robicheau

Plan Room Issues:



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

ENGINEERING - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 11/20/2025 5:02:02 PM

Issue created by Raymond Dresch on 11/20/2025 5:02:02 PM
raymond.dresch@myclearwater.com - 727-444-8775

Please acknowledgment each condition in your response:

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

ENVIRONMENTAL - Prior to CDB:

Set to DRAFT on 11/21/2025 8:40:05 AM

Issue created by Sarah Kessler on 11/21/2025 8:40:05 AM
sarah.kessler@myclearwater.com - 727-444-8233

Confirm no light shall be visible or extend in areas identified as Sea Turtle Nesting Areas during the nesting season (May 1 to October 31). Those areas where security and public safety require lighting, alternative light management approaches shall be applied. Provide evidence of sea turtle-friendly lighting in accordance with City code and state laws. Additional information is found on Florida Fish and Wildlife Conservation Commission's website including specific lighting guidelines (http://myfwc.com/media/418417/SeaTurtle_LightingGuidelines.pdf).

LAND RESOURCE - Prior to CBD

Set to DRAFT on 11/25/2025 9:07:31 AM

Issue created by Robert Robicheau on 11/25/2025 9:07:31 AM
robert.robicheau@myclearwater.com - 727-444-7961

Please provide clarity on the landscaping beds and if they're to be installed as shown on the plans.

PARKS AND REC - Parks & Rec Impact Fees Due

Set to DRAFT on 11/18/2025 3:39:55 PM

Issue created by Amanda Santiago on 11/18/2025 3:39:55 PM
Issue is attached to Plans on sheet C1
amanda.santiago@myclearwater.com - 727-444-8313

It appears the use for this parcel changed from Rentals less than 30 days to Resort Attached Dwelling around 2020. This change should have had Parks & Recreation Impact Fees assessed at that time.

A Parks and Recreation Impact Fee of \$2,024 per dwelling unit will be due prior to the issuance of any Certificate of Occupancy. Please provide the total number of units so we can calculate the total fees due.

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 CDB.



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 - General Comments - Acknowledge

Set to DRAFT on 11/19/2025 3:26:30 PM

Issue created by Melissa Hauck-Baker on 11/19/2025 3:26:30 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 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 January 20, 2026, electronic copies of all updated materials must be submitted no later than 12:00pm on December 12, 2025.



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 CDB: Findings of Fact (Acknowledge)

Set to DRAFT on 11/19/2025 3:43:32 PM

Issue created by Melissa Hauck-Baker on 11/19/2025 3:43:32 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

Findings of Fact

1. The 0.10-acre site is located on the north side of Heilwood Street approximately 75 feet from Mandalay Avenue.
2. The overall site has been developed with two resort attached dwelling units within a single building.
3. The property is located within the Tourist (T) District and the Resort Facilities High (RFH) Future Land Use designation.
4. The property is located in the Old Florida District of Beach by Design.
5. The property is comprised of one parcel with a frontage of 50 feet along Heilwood Street.
6. The property received Flexible Development approval under case FLD2020-03005, for an 421-square foot, one-story addition to the detached dwelling including a pool with decking located in the front yard with front yard and side yard setback reductions.
7. The Tie-In Survey related to the building construction permit, BCP2020-080214, failed inspection due to the west side yard setback being constructed to 5.6 feet instead of the previously approved 6 foot side yard setback.
8. The request is to accept the reduced side yard setback of 5.6 feet from the constructed addition to the west property line.
9. There are no active Code Compliance cases for the subject property.

PLANNING - Prior to DO, General Comments - Acknowledge

Set to DRAFT on 11/19/2025 3:27:39 PM

Issue created by Melissa Hauck-Baker on 11/19/2025 3:27:39 PM
melissa.hauckbaker@myclearwater.com - 727-444-8769

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

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

STORMWATER - Prior to CDB (Acknowledge) - General Comments

Set to DRAFT on 11/21/2025 11:35:10 AM

Issue created by Viktoria Poniava on 11/21/2025 11:35:10 AM
viktoria.poniava@myclearwater.com -

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

TRAFFIC ENG - Prior to CDB - Sidewalk Access

Set to DRAFT on 11/20/2025 5:08:28 PM



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT

POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

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

TELEPHONE (727) 562-4567

Issue created by Raymond Dresch on 11/20/2025 5:08:28 PM
raymond.dresch@myclearwater.com - 727-444-8775

COO Sec. 30.041.(1)(b) Obstruction of driveway or sidewalk. No motor vehicle shall be parked so that any portion of it blocks or obstructs any public or private drive, driveway, or sidewalk.

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

10:15 AM

Case number: [LUP2025-10003 -- 923 N MCMULLEN BOOTH RD](#)

Owner(s): Kapok Pavilion I Ltd
700 Spottis Woode Ln
Clearwater, FL 33756-5266
PHONE: (727) 543-3104, Fax: No fax, Email: No email

Applicant: Kapok Pavilion I Ltd
700 Spottis Woode Ln
Clearwater, FL 33756-5266
PHONE: (727) 543-3104, Fax: No fax, Email: No email

Location: 5.83 acres located on the east side of North McMullen Booth Road approximately 290 feet east on San Jose Street and 150 feet east on San Bernadino Street.

Atlas Page: 283A

Zoning District: Commercial

Request: This case involves a request to amend the Future Land Use Map from Residential Urban (RU) and Commercial General (CG) to Commercial General (CG)

Proposed Use: Indoor Recreation/Entertainment

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Young
Stormwater Review	No Comments	11/19/2025	Vo
Solid Waste Review	No Comments	11/20/2025	Portalatin
Environmental Review	No Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos



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: [REZ2025-10003 -- 923 N MCMULLEN BOOTH RD](#)

Owner(s): Kapok Pavilion I Ltd
9 Lodoga Avenue
Tampa, FL 33606-3803
PHONE: (727) 543-3104, Fax: No fax, Email: No email

Applicant: Kapok Pavilion I Ltd
9 Lodoga Avenue
Tampa, FL 33606-3803
PHONE: (727) 543-3104, Fax: No fax, Email: No email

Location: 5.83 acres located on the east side of North McMullen Booth Road approximately 290 feet east on San Jose Street and 150 feet east on San Bernadino Street.

Atlas Page: 283A

Zoning District: Commercial

Request: This case involves a request to amend the Zoning Atlas from Low Medium Density Residential (LMDR) and Commercial (C) to Commercial (C).

Proposed Use: Indoor Recreation/Entertainment

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Young
Stormwater Review	No Comments	11/19/2025	Vo
Solid Waste Review	No Comments	11/20/2025	Portalatin
Environmental Review	No Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos



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

10:20 AM

Case number: [LUP2025-11004 -- 2446 NURSERY RD](#)

Owner(s): Lantern Senior Care Llc
2446 Nursery Rd
Clearwater, FL 33764
PHONE: (727) 536-1082, Fax: No fax, Email: No email

Applicant: Arend Verweij
Clearwater, FL
PHONE: (408) 839-1693, Fax: No fax, Email: No email

Representative: Arend Verweij
Lantern Senior Care Llc
Clearwater, FL
PHONE: (408) 839-1693, Fax: No fax, Email: No email

Location: 0.40 acres located on the north side of Nursery Road approximately 186 feet east of Rosetree Court.

Atlas Page: 317B

Zoning District: Medium Density Residential

Request: This case involves a request to amend the Future Land Use Map from Medium Density Residential (MDR) to Medium High Density Residential (MHDR).

Proposed Use:

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Young
Solid Waste Review	No Comments	11/20/2025	Portalatin
Environmental Review	No Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos



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: [REZ2025-11004 -- 2446 NURSERY RD](#)

Owner(s): Lantern Senior Care Llc
2446 Nursery Rd
Clearwater, FL 33764
PHONE: (727) 536-1693, Fax: No fax, Email: No email

Applicant: Arend Verweij
2448 Nursery Rd
Clearwater, FL 33764
PHONE: (408) 839-1693, Fax: No fax, Email: No email

Representative: Arend Verweij
2448 Nursery Rd
Clearwater, FL 33764
PHONE: (408) 839-1693, Fax: No fax, Email: No email

Location: 0.40 acres located on the north side of Nursery Road approximately 186 feet east of Rosetree Court

Atlas Page: 317B

Zoning District: Medium Density Residential

Request: This case involves a request to amend the zoning Atlas from the Residential Urban (RU) District to the Residential High (RH) District

Proposed Use: Assisted Living Facilities

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Young
Stormwater Review	No Comments	11/19/2025	Vo
Solid Waste Review	No Comments	11/20/2025	Portalatin
Environmental Review	No Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos



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

10:25 AM

Case number: [ANX2025-11011 -- 0 S MCMULLEN BOOTH RD](#)

Owner(s): Ardian Teka
2128 Camden Way
Clearwater, FL 33759
PHONE: (727) 324-3162, Fax: No fax, Email: No email

Applicant:

PHONE: No phone, Fax: No fax, Email: No email

Location: East side of South McMullen Booth Road, approximately 326 feet north of Gulf to Bay Boulevard

Atlas Page:

Zoning District: Other

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

Proposed Use: Detached Dwellings

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/12/2025	Young
Stormwater Review	No Comments	11/19/2025	Vo
Planning Review	Comments	11/20/2025	Young
Solid Waste Review	No Comments	11/20/2025	Portalatin
Environmental Review	No Comments	11/21/2025	Kessler
Fire Review	No Comments	11/24/2025	Ramos



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

The DRC reviewed this application with the following comments:

Planning Review

Adrian Young

adrian.young@myclearwater.com

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.

Planning Review

Adrian Young

adrian.young@myclearwater.com

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.



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

10:30 AM

Case number: [ANX2025-11012 -- 2265 N McMullen Booth RD](#)

Owner(s): Jennifer And Julie Hearn
1094 South Florida Avenue
Tarpon Springs, FL
PHONE: (727) 647-0870, Fax: No fax, Email: No email

Applicant: Joseph Courey
2900 Torrey Pines Court
Clearwater, FL 33761
PHONE: (727) 804-4992, Fax: No fax, Email: Joe@realbrickhouse.Com

Representative: Joseph Courey
2900 Torrey Pines Court
Clearwater, FL 33761
PHONE: (727) 804-4992, Fax: No fax, Email: Joe@realbrickhouse.Com

Location: 1.07 acres located 747 east of North McMullen Booth road approximately 223 feet along Lauren Lane.

Atlas Page: 245A

Zoning District: Other

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

Proposed Use: Detached Dwellings

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

Assigned Planner: Adrian Young, Planner

Workflow:

Review Name	Task Status	Status Date	Last Name
Determination of Completeness	Complete	11/20/2025	Young
Planning Review	Comments	11/20/2025	Young



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

The DRC reviewed this application with the following comments:

Planning Review

Adrian Young

adrian.young@myclearwater.com

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.

Planning Review

Adrian Young

adrian.young@myclearwater.com

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.

10:35 AM

Case number: [LUP2025-11005 -- 100 S MYRTLE AVE](#)

Owner(s): Clearwater, City Of
Po Box 4748
Attn: Cash & Investments Mgr
Clearwater, FL 3358
PHONE: No phone, Fax: No fax, Email: No email

Applicant: Lauren Matzke

PHONE: No phone, Fax: No fax, Email: Lauren.Matzke@myclearwater.Com

Location:

Atlas Page: 286B

Zoning District: D - Downtown

Request: City Initiated amendment to the Future Land Use Map to apply a new Planned Redevelopment District (PRD) overlay to the area encompassing the North Greenwood CRA boundary with the exception of the area comprising the Old Bay Character District of the Downtown which is designated as Central Business District (CBD), any properties designated as Water, Preservation, Recreation/Open Space, or Industrial Limited on the city's Future Land Use Map.

Proposed Use:

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

Assigned Planner: Lauren Matzke, Planning & Development Asst. Director