



# PLANNING AND DEVELOPMENT DEPARTMENT COMMUNITY GARDEN/URBAN FARM

THE APPLICANT AND/OR AGENT IS REQUIRED TO SUBMIT COMPLETE AND CORRECT INFORMATION AS INCLUDED IN THIS APPLICATION. THIS APPLICATION CAN BE SUBMITTED ONLINE THROUGH THE [ZONING PORTAL](#) ON [THE ZONING WEBPAGE](#).

THE APPLICANT, BY FILING THIS APPLICATION, AGREES TO COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT CODE, SPECIFICALLY THAT THEY WILL OBTAIN THE APPROPRIATE BUSINESS TAX RECEIPT(S) REQUIRED FOR THE PROPOSED TEMPORARY USE, AND TO COMPLY WITH THE REQUIREMENTS CONTAINED IN SECTION 3-2103, COMMUNITY DEVELOPMENT CODE. IF THE PROPERTY OWNER IS NOT A NATURAL PERSON, SUCH AS AN ORGANIZATION (COMPANY OR TRUST), THE NAME OF THE PERSON SIGNING ON BEHALF IS REQUIRED. IF THERE IS MORE THAN ONE AGENT OR REPRESENTATIVE, THE NAME OF EACH PERSON NEEDS TO BE PROVIDED.

COMMUNITY GARDENS/URBAN FARMS MAY BE PERMITTED ON APPROPRIATELY ZONED PROPERTIES PURSUANT TO ARTICLE 3-DIVISION 26. COMMUNITY GARDENS MAY BE LOCATED WITHIN RESIDENTIAL DISTRICTS, COMMERCIAL, DOWNTOWN, US-19 AND OSR DISTRICTS. URBAN FARMS MAY BE LOCATED WITHIN IRT DISTRICTS. COMMUNITY GARDENS MAY BE AN ACCESSORY USE SUBJECT TO MEETING THOSE STANDARDS SET FORTH IN SECTION 3-204.A, COMMUNITY DEVELOPMENT CODE.

REVIEW FOR THE FOLLOWING (PERMITS AND FEES WILL BE REQUIRED FOR STRUCTURES):

- COMMUNITY GARDEN:  NO FEE
- URBAN FARM:  NO FEE

APPLICANT OR COORDINATOR: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

PROPERTY OWNER(S)  
(IF DIFFERENT FROM APPLICANT): \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

NAME OF COMMUNITY GARDEN  
OR URBAN FARM: \_\_\_\_\_  
LOCATION: \_\_\_\_\_

**BY SIGNING BELOW, YOU ACKNOWLEDGE THE FOLLOWING:**

- Any community gardens or urban farms that are proposed to be located within 1,000 feet of a potable water supply well, shall obtain a wellhead protection permit in accordance with the applicable provisions of Code of Ordinances Chapter 24, Article III., Section 24.63.
- Upon the establishment of the community garden or urban farm, the applicant, garden coordinator, or designee shall have installed on the subject property and maintain a posting of the contact information for the community garden or urban farm. This posting shall not exceed four square feet in size.
- The property shall be maintained in an orderly and neat condition consistent with City property maintenance standards. No trash or debris shall be stored or allowed to remain on the property.
- Tools and supplies shall be stored indoors or removed from the property daily.
- Large power tools (e.g., mowers, tillers) shall be stored at the rear of the property.
- Vegetative material (e.g., compost), additional dirt for distribution and other bulk supplies shall be stored to the rear or center of the property, shall be kept in a neat and orderly fashion and shall not create a visual blight or offensive odors.
- The community garden or urban farm shall be designed and maintained to prevent any chemical pesticide, fertilizer or other garden waste from draining off of the property.

*(continued next page)*



# PLANNING AND DEVELOPMENT DEPARTMENT COMMUNITY GARDEN / URBAN FARM

**BY SIGNING BELOW, YOU ACKNOWLEDGE THE FOLLOWING:**

- For the health and safety of all area residents, synthetic chemical fertilizers, herbicides, weed killers, insecticides, and pesticides are not permitted in community gardens. Herbicides and insecticides made from natural materials are permitted, but are to be used sparingly and with caution. Pesticides and fertilizers may only be stored on the property in a locked building and must comply with any other applicable requirements for hazardous materials.
- A community garden is not intended to be a commercial enterprise. The produce and horticultural plants grown in a community garden are not intended to be sold wholesale nor offered for sale on the premises.
- Mechanical equipment used in the operation of a community garden or urban farm shall be limited to the following:
  1. *Community gardens.*
    - a. Push mowers designed for personal household use.
    - b. Hand-held equipment designed for personal household use.
  2. *Urban farms.*
    - a. Riding/push mowers designed for personal household use.
    - b. Hand-held tillers or edgers that may be gas or electrically powered.
    - c. Other hand-held equipment designed for personal household use that creates minimal impacts related to the operation of said equipment, including noise, odors and vibration.
- All accessory structures, including but not limited to picnic tables, sheds, and water pumps, shall comply with the requirements of the zoning district and the applicable provisions of Article 3, Division 2.
- Community gardens are not required to provide off-street parking; however off-street parking may still be provided. All off-street parking shall be grass parking, and shall be provided consistent with the applicable provisions of Section 3-1403.B.
- The property owner shall coordinate the location and type of trash container used on the site with the Department of Solid Waste. Trash containers shall be located in the least obtrusive location possible.

STATE OF FLORIDA  
COUNTY OF PINELLAS

The foregoing instrument was acknowledged before me by means \* physical presence or \* online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_ by (\_\_\_\_\_) as (\_\_\_\_\_) of (\_\_\_\_\_), who \_\_\_ is/are personally known to me or \_\_\_ who has/have produced a driver's license as identification.

NOTARY PUBLIC

Signature: \_\_\_\_\_

My Commission expires: \_\_\_\_\_



# PLANNING AND DEVELOPMENT DEPARTMENT COMMUNITY GARDEN / URBAN FARM

## FOR OFFICIAL USE ONLY

APPLICATION NUMBER: \_\_\_\_\_

TYPE OF USE: \_\_\_\_\_

CODE COMPLIANCE REVIEW REQUIRED? YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

FIRE REVIEW REQUIRED? YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

POLICE REVIEW REQUIRED? YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TRAFFIC ENGINEERING REVIEW REQUIRED? YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ZONING REVIEW REQUIRED? YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



# PLANNING AND DEVELOPMENT DEPARTMENT AFFIDAVIT TO AUTHORIZE AGENT/REPRESENTATIVE

1. Provide names of all property owners on deed – PRINT full names:

\_\_\_\_\_  
\_\_\_\_\_

2. That (I am/we are) the owner(s) and record title holder(s) of the following described property:

\_\_\_\_\_

3. That this property constitutes the property for which a request for (describe request):

\_\_\_\_\_  
\_\_\_\_\_

4. That the undersigned (has/have) appointed and (does/do) appoint:

\_\_\_\_\_

as (his/their) agent(s) to execute any petitions or other documents necessary to affect such petition;

5. That this affidavit has been executed to induce the City of Clearwater, Florida to consider and act on the above described property;

6. That site visits to the property are necessary by City representatives in order to process this application and the owner authorizes City representatives to visit and photograph the property described in this application;

7. That (I/we), the undersigned authority, hereby certify that the foregoing is true and correct.

\_\_\_\_\_  
Property Owner/ Registered Agent of Organization

\_\_\_\_\_  
Property Owner/ Registered Agent of Organization

\_\_\_\_\_  
Property Owner/ Registered Agent of Organization

\_\_\_\_\_  
Property Owner/ Registered Agent of Organization

STATE OF FLORIDA  
COUNTY OF PINELLAS

The foregoing instrument was acknowledged before me by means \* physical presence or \* online notarization, this \_\_\_\_ day of \_\_\_\_\_, 202\_\_ by (\_\_\_\_\_) as (\_\_\_\_\_) of (\_\_\_\_\_), who \_\_\_ is/are personally known to me or \_\_\_ who has/have produced a driver's license as identification.

NOTARY PUBLIC

Signature: \_\_\_\_\_

My Commission expires: \_\_\_\_\_