



# PLANNING DEPARTMENT

Application for a Zoning and/or Land Use Change,  
and/or Consideration of a Development Agreement

Zoning     Land Use     Zoning/Land Use/Type 3 Use     Development Agreement

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*for office use only:*

CASE NO. \_\_\_\_\_ FILED: \_\_\_\_\_ BY: \_\_\_\_\_

PARCEL ID NO. \_\_\_\_\_ FILING FEE: \$ \_\_\_\_\_ FILING DEADLINE: \_\_\_\_\_

PRE-APP MTG: \_\_\_\_\_ LPA HEARING: \_\_\_\_\_ BCC HEARING: \_\_\_\_\_

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## Notice to applicant: Please read the following:

To assist you in completing this application and providing sufficient information upon which to base a decision on your request, please read the following:

1. Read the Application and instructions thoroughly; prior to filing this Application, the applicant and/or authorized representative is encouraged to call (727-464-3401) or visit the Zoning Division (located at 440 Court Street, 3<sup>rd</sup> Floor, downtown Clearwater, FL) to review the application and proposal with staff.
2. All items in the Application must be completed. Additional documents (see item 16 in the application) and a filing fee are required. Checks may be made payable to the Board of County Commissioners. Note that once the application is advertised, filing fees will not be returned (information on filing fees is online at <http://www.pinellascounty.org/Plan>).
3. The current owner of the property for which the Application is being made must sign the Application. These signatures must be notarized prior to submittal.
4. The applicant is encouraged to file the application well in advance of the filing deadline. Note that Applications received past the deadline will be processed on the next scheduled cycle. Deadlines, hearing schedules, filing fees and other information are available online at <http://www.pinellascounty.org/Plan> or call (727) 464-3401 for more information.
5. The applicant or his or her authorized representative must be present at the public hearing(s). Failure to appear may result in a denial of the request.
6. It is recommended that the applicant or authorized representative contact the Zoning Section at (727) 464-3401 to schedule a Pre-Application meeting to discuss the proposed zoning and/or land use change or development agreement prior to submitting an application.

All information and documents required in the application, as well as the filing fee must be submitted at the time of application (see attached Fee Schedule). Incomplete applications will not be accepted by the Zoning Division of Planning & Development Services Department for processing. Please contact the Zoning staff at (727) 464-3401 if you need additional assistance or information in order to complete the application.

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**Thank you!**

The Board of County Commissioners assembly room provides a variety of presentation formats for your convenience.

On hand is a 3'X3' presentation table with an overhead camera for TV monitor presentation of photographs, overheads, poster boards, maps, etc., (easels are no longer needed).

This equipment is designed to be user and audience friendly and will enhance your audio/visual presentations.

County staff will be on hand to assist you with the set-up of your presentation and with the operation of this equipment.

**Filing Fees for Zoning, Land Use and Development Agreement Requests:**

Zoning Change Only

0 – 5 acres:	\$1,370
5.01 – 10 acres:	\$1,525
10.01 – 15 acres:	\$1,685
15.01 acres & up:	\$1,845

Land Use Change Only

0 – 5 acres:	\$1,700
5.01 – 10 acres:	\$1,860
10.01 – 15 acres:	\$2,240
15.01 acres & up:	\$2,390

Zoning & Land Use Change

0 – 5 acres:	\$2,585
5.01 – 10 acres:	\$2,740
10.01 – 15 acres:	\$3,080
15.01 acres & up:	\$3,240

Review/Revise Development Agreements

Any acreage:	\$1,500
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Advertising Fee

Less than 10 acres:	\$350
10 acres & up:	\$750

Continuance request:	\$350
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For filing deadlines, hearing dates and other information, please call Pinellas County Land Use & Zoning at (727) 464-3401 or visit [www.pinellascounty.org/Plan](http://www.pinellascounty.org/Plan).

1. Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_ Zip Code: \_\_\_\_\_ Daytime Phone: (\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

2. Representative's Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_ Zip Code: \_\_\_\_\_ Daytime Phone: (\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

3. Disclosure information (This information must be supplied pursuant to County Ordinance No. 74-15):

A. If the owner is a corporation, partnership, or trust, list all persons (i.e. partners, corporate officers, all members of the trust) who are a party to such as well as anyone who may have a beneficial interest in the property which would be affected by any ruling on their application.

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

Specify interest held: \_\_\_\_\_

B. Is there an existing contract for sale of subject property: \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, list names of all parties to the contract including all partners, corporate officers, and members of any trust:

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

Is contract conditional or absolute? \_\_\_\_\_ Conditional \_\_\_\_\_ Absolute

C. Are there any options to purchase on subject property? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If so, list names of all parties to option including all partners, corporate officers and members of any trust:

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

4. This hearing is being requested to consider: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Location of subject property (street address): \_\_\_\_\_

6. Legal Description of Property: (attach additional documents if necessary)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Size of Property: \_\_\_\_\_ feet by \_\_\_\_\_ feet, \_\_\_\_\_ acres

8. Zoning classification Present: \_\_\_\_\_ Requested: \_\_\_\_\_

9. Future Land Use Map designation Present: \_\_\_\_\_ Requested: \_\_\_\_\_

10. Date subject property acquired: \_\_\_\_\_

11. Existing structures and improvements on subject property:  
\_\_\_\_\_  
\_\_\_\_\_

12. Proposed structures and improvements will be:  
\_\_\_\_\_  
\_\_\_\_\_

13. I/We believe this application should be granted because (include in your statement sufficient reasons in law and fact to sustain your position.) (Attach a separate sheet if necessary).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Has any previous application relating to zoning or land use on this property been filed within the last year?  
\_\_\_\_ Yes \_\_\_\_ No When? \_\_\_\_\_ In whose name? \_\_\_\_\_

If so, briefly state the nature and outcome of the hearing:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Does applicant own any property contiguous to subject property? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If so, give complete legal description of contiguous property:

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16. The following data and exhibits must be submitted with this application and they become a permanent part of the public records:

- a) Plat, if it will have particular bearing on the subject application.
- b) Certification of Ownership: submit a certificate of a duly licensed title or abstract company, or a licensed attorney-at-law, showing that each applicant is the present title holder of record.  
*(Warranty deeds, title insurance documents, tax receipts, etc. are not acceptable as proof of ownership.)*
- c) A concept plan is not required for zoning and land use applications, but may be submitted as supplemental information.
- d) Development Agreement: If the Application includes consideration of a Development Agreement, a completed draft of the Agreement must be submitted with this application. Please contact the County Attorney's Office at (727) 464-3354 to obtain the approved form for a Development Agreement.
- e) A recent survey.
- f) If the request is for a Future Land Use Map amendment for residential density over 5.0 units per acre in the 100-year floodplain, the following information is required:
  - Impact on the demand for shelter space.
  - Meets County Floodplain, Flood Protection & Stormwater Regulations.
  - Approved water shed plan.
  - Comparable compensation pertaining to floodplain storage.
- g) Additional information may be required by Staff, such as but not limited to, verification of adequate access to the subject area, documentation that the mandatory rules regarding transferable development rights or density/intensity averaging are being adhered to, compliance with Airport zoning regulations, etc.

**CERTIFICATION OF OWNERSHIP**

I hereby certify that I have read and understand the contents of this application, and that this application together with all supplemental data and information is a true representation of the facts concerning this request, that this application is made with my approval, as owners and applicant, as evidenced by my signature appearing below. It is hereby acknowledged that the filing of this application does not constitute automatic approval of the request and further that if the request is approved, I will obtain all necessary permits and comply with all applicable orders, codes, conditions and rules and regulations pertaining to the use of the subject property, while under my ownership. I am aware that attendance by me or my authorized representative at all public hearings relative tot this request is required and that failure to attend may result in a denial of the request. It shall be my responsibility to determine time and location of all hearings.

\_\_\_\_\_  
Signature of Owner, Trustee, or  
Officer or Registered Agent of  
Corporation

Date: \_\_\_\_\_

STATE OF FLORIDA, COUNTY OF PINELLAS

Before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

personally appeared \_\_\_\_\_  
who, being duly sworn, deposes and says that the above is a true and correct certification.

\_\_\_\_\_  
(signature) NOTARY PUBLIC

(seal)

\*Applications which are filed by corporations must bear the seal of the corporation over the signature of an officer authorized to act on behalf of the corporation.