

**BOARD OF COUNTY  
COMMISSIONERS**

Dave Eggers  
Pat Gerard  
Charlie Justice  
Janet C. Long  
Kathleen Peters  
Karen Williams Seel  
Kenneth T. Welch




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**MEMORANDUM**

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**TO:** Norman D. Loy, Deputy Clerk  
BCC Records

**FROM:** Sean P. Griffin   
Real Property Manager

**SUBJECT:** PETITION TO VACATE – Submitted by Avik K. & Paromita C. Ganguly  
File No. 1559                      CATS 50829                      Legistar 19-387A  
Property Address: 7378 54<sup>th</sup> Avenue North, St. Petersburg, Fl 33709

**DATE:** March 12, 2019

Enclosed herewith are the following originals:

Petition to Vacate

Copy of the Legal Description (Original signed and sealed Legal is attached to the Resolution)  
Application and Findings of Fact

Letters of no objection from:

Bright House  
Duke Energy  
Frontier  
Pinellas County Utilities Engineering  
TECO Electric  
TECO Peoples Gas  
WOW! (Knology)

Receipts dated 30-NOV-2017 and 10-SEP-2018 and copy of checks #1528 and #1465 in the amount of \$750.00.

Please set the public hearing for the BCC meeting of May 7, 2019, place the necessary newspaper advertising in accordance with State Statute 177.101 (which requires advertising not less than in two weekly issues prior to the Public Hearing and no advertising required following the hearing), and mail notices of the public hearing date to the owners shown on the attached list. Thank you.

Pinellas County  
Real Estate Management  
509 East Ave. S.  
Clearwater, FL 33756  
Main Office: (727) 464-3496  
FAX: (727) 464-5251  
V/TDD: (727) 464-4062

[www.pinellascounty.org](http://www.pinellascounty.org)



SUBMITTED TO THE BOARD OF COUNTY COMMISSIONERS  
OF PINELLAS COUNTY, FLORIDA

PETITION TO VACATE, EASEMENTS, PUBLIC RIGHTS-OF-WAY OR ALLEYS

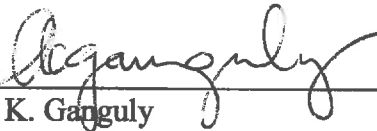
Comes now your Petitioner's, Avik K. Ganguly and Paromita C. Ganguly  
Name of Petitioners

and respectfully requests this Honorable Board of County Commissioners to adopt a resolution vacating:


Lands described in legal description attached  
hereto and by this reference made a part hereof.

Your petitioners represent that: 1) the petitioners own the fee simple title to the whole or that portion of the plat (easement) that is sought to be vacated; 2) the vacation request herein will not cause injury to any surrounding property or property owners, and that the above described property does not now serve and is not needed for any public purpose; 3) the interest of the public will not be adversely affected by this vacation, nor will such vacation affect the ownership, or the right of convenient access, of persons owning any other parts of said subdivision.

I hereby swear and/or affirm that the forgoing statements are true:

  
Avik K. Ganguly

I hereby swear and/or affirm that the forgoing statements are true:

  
Paromita C. Ganguly

STATE OF FLORIDA  
COUNTY OF PINELLAS

Sworn to (or affirmed) and subscribed before me this 8<sup>th</sup> day of February, 2019,  
by Avik K. Ganguly and Paromita C. Ganguly. He/She is personally known to me, or has produced \_\_\_\_\_  
as identification, and who did (did not) take an oath.

NOTARY  
SEAL

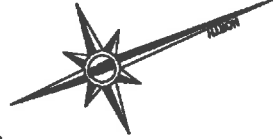
NOTARY  
Print Name   
Irene S. Jacobs

My Commission Expires:

Commission Number: \_\_\_\_\_



# SKETCH & LEGAL DESCRIPTIONS



## LEGEND

FIR = FOUND IRON ROD  
 FCIR = FOUND CAPPED IRON ROD  
 P.O.B. = POINT OF BEGINNING  
 S.F. = SQUARE FEET

## LAKE SHORE DRIVE

50' RIGHT OF WAY  
 20' PAVED ROAD

ALL DIMENSIONS EXPRESSED HERE ARE  
 IN FEET AND DECIMALS OF FEET.

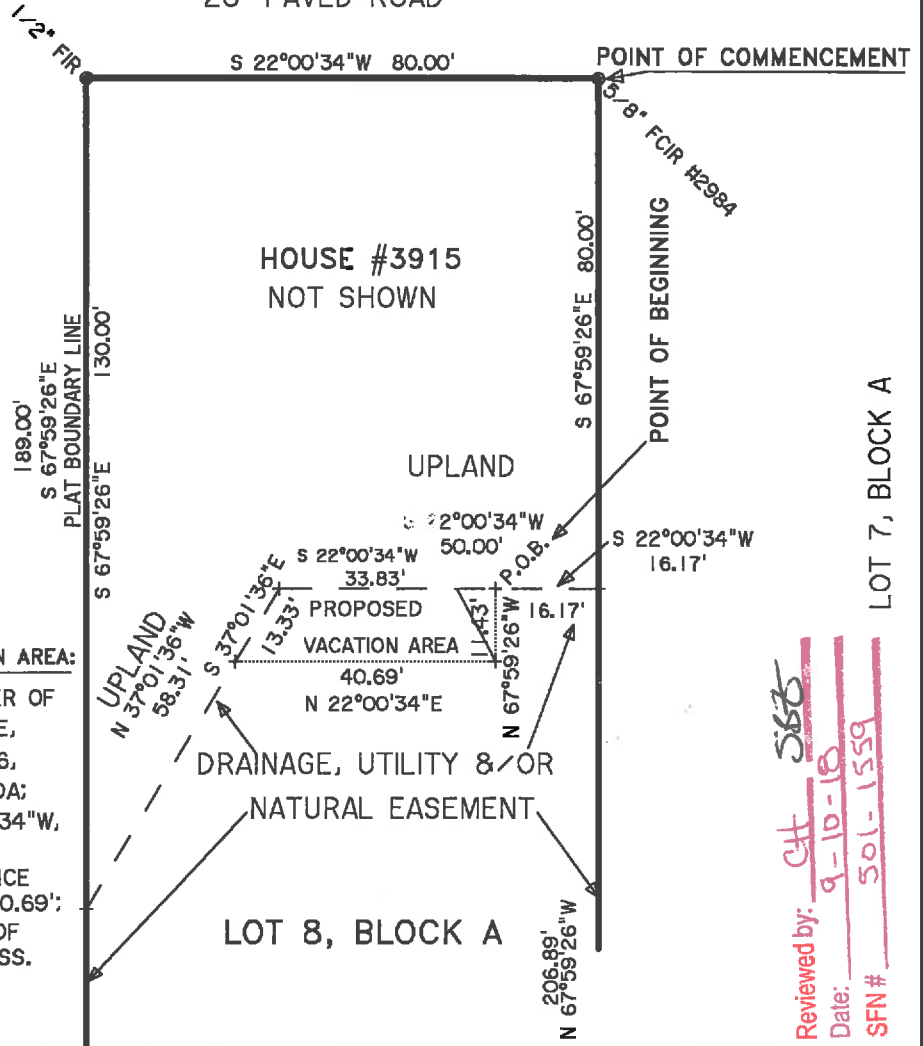
SPECIFIC PURPOSE SURVEY  
 " NOT A BOUNDARY SURVEY "

LOT 9, BLOCK A  
 LAKE ST. GEORGE UNIT VI, P.B. 85, PG. 70

LOT 7, BLOCK A

### LEGAL DESCRIPTION OF THE PROPOSED VACATION AREA:

COMMENCING AT THE MOST NORTHERLY CORNER OF LOT 8, BLOCK "A", LAKE ST. GEORGE UNIT ONE, AS RECORDED IN PLAT BOOK 78, PAGES 65-66, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; THENCE S67°59'26"E, 80.00'; THENCE S22°00'34"W, 16.17' TO THE POINT OF BEGINNING. THENCE CONTINUE S22°00'34"W, 33.83'; THENCE S37°01'36"E, 13.33'; THENCE N22°00'34"E, 40.69'; THENCE N67°59'26"W, 11.43' TO THE POINT OF BEGINNING. CONTAINING 426 S.F. MORE OR LESS.



Reviewed by: CH S68  
 Date: 9-10-18  
 SFN# 501-1559

**LEGAL DESCRIPTION:** SEC. 08 TWP. 28 S RNG. 16 E

~~LAKE ST. GEORGE UNIT ONE, AS RECORDED IN PLAT BOOK 78, PAGES 65-66, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA~~

SUBJECT TO SETBACKS, EASEMENTS AND RESTRICTIONS OF RECORD

FLOOD PLANE CERTIFICATION ACCORDING TO THE F.I.R.M. MAP, COMMUNITY PANEL NUMBER: 12103C/0078/G DATED: 09/03/03. THIS PROPERTY APPEARS TO BE IN FLOOD ZONE " X " AND THE BASE 100 YEAR FLOOD ELEVATION IS ---- MEAN SEA LEVEL

CERTIFIED TO: AVIK K. & PAROMITA C. GANGULY

DRAWN BY: MBD  
 CHECKED BY: DARIUS  
 SCALE: 1" = 30'

FIELD WORK DATE: 06/08/18  
 FIELD BOOK NO.: MISC.  
 PAGE NO.: SHEET  
 JOB NUMBER: 180603

REV. NO. 1  
 REV. NO. 2  
 REV. NO. 3  
 REV. NO. 4

**MOHAMMAD B. FAR**  
 8131 MEADOWVIEW PLACE  
 TRINITY, FL 34655  
 (727) 375-1740 . FAX(727) 375-1741  
 e-mail: MOHAMMADBFAR@AOL.COM

This certifies that a survey of this legal described hereon was made under my supervision and that the survey complies with the Standards of Practice set forth by the Florida Board of Professional Land Surveyors & Mappers in Chapter 5J-17 F.A.C., pursuant to Section 472.027, Florida Statutes. And, that the sketch hereon is a true and accurate representation thereof to the best of my knowledge and belief, subject to notes and notations shown hereon.  
 NOT VALID UNLESS SIGNED, DATED AND STAMPED WITH MY EMBOSSED SEAL. FOR REFERENCE ONLY.

06/08/18 Mohammad B. Far  
 DATE MOHAMMAD B. FAR, P.L.S. #5546

APPLICATION AND FINDINGS OF FACT

FOR PETITION TO RELEASE PLATS OR PORTIONS OF PLAT (EASEMENTS)

APPLICANT(S): AVIK-K. GANGULY & PAROMITA C. GANGULY  
Address: 3915, Lake Shore Dr.  
City, State, Zip: Palm Harbor, FL- 34684  
Daytime Telephone Number: 954-821-6126.

SUBJECT PROPERTY ADDRESS: 3915, Lake Shore Dr.  
City, State, Zip: Palm Harbor, FL- 34684  
Property Appraiser Parcel Number: 08-28-16-48763-001-0080

PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE

1. The right-of-way or alley is:  open and used  unopened "paper" street NA  
2. Is there a pending "Contract for Sale"?  Yes  No

If yes, please list all parties involved in the sales contract:

NA

3. Is a corporation involved as owner or buyer?  
If yes, please give corporation name and list corporate officers:

No

4. Complete subdivision name as shown on the subdivision plat:

Lake St-George

5. Subdivision Plat Book Number 78 Page number(s) 65-66

6. Is there a Homeowners Association?  Yes  No

7. Reason(s) for requesting this release – check all that apply:

-Need to release to clear an existing encroachment:

Pool  Screened Pool & Deck  Building  Other

-Need to release to clear title:  Yes  No

-Want to release to allow for:

\_\_\_ Pool \_\_\_ Screened Pool/Deck X Building Addition \_\_\_ Other

-Want to vacate to include the vacated right of way or alley into my property for:

\_\_\_ Increased property size \_\_\_ Prohibiting unwanted use of the area

\_\_\_ Other:

8. Is Board of Adjustment required? \_\_\_ Yes X No

To determine if a variance is required, please call the BUILDING DEVELOPMENT REVIEW SERVICES DEPARTMENT at 464-3888.

9. Please provide any relevant additional comments:

*Want to upgrade existing screened porch into a sunroom by extending out to align with the built up portion of the house. Also, add a patio outside the sunroom.*

10. If anyone has assisted you with the preparation of this form, gathering of information or requesting information on your behalf, please list their name, title, address and phone number below.

*No.*

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

**CITIZEN DISCLOSURE**

11. \_\_\_\_\_ 1) I have a current family relationship to an employee, or an elected official, of Pinellas County Government. That person is \_\_\_\_\_, employed in the Department of \_\_\_\_\_, or Office of \_\_\_\_\_, Elected Official.

X 2) I am not aware of any current family relationship to any employee, or Elected Official, of Pinellas County Government.

\_\_\_\_\_ 3) I am an employee of Pinellas County Government, in the \_\_\_\_\_ Department, or the Office of \_\_\_\_\_, Elected Official.

The definition of family relationship, for the purposes of this document, is the immediate family consisting of: father, mother, brother, sister, half-brother or sister, adopted brother or sister, or by law or marriage, father-in-law, mother-in-law, brother-in-law, or sister-in-law.

**APPLICANT(S) SIGNATURE**

DATE: 06/05/18

*[Handwritten signature]*  
\_\_\_\_\_  
*[Handwritten signature]*  
\_\_\_\_\_  
8



Date June 14, 2018

Re: Letter of No Objection for Parcel No 08-28-16-48763-001-0080

3915 Lake Shore Dr. Palm Harbor Florida 34684

XXX Bright House Networks has no objections provided easements for our facilities are Retained / granted

Bright House has no objections provided applicant bears the expense for relocation of any Bright House facilities to maintain service to customers affected by the proposed Vacate.

\_\_\_\_\_ In order to properly evaluate this request, Bright House will need detailed plans of facilities proposed for subject areas.

\_\_\_\_\_ Bright House has facilities within this area, which may conflict with subject project Please call one call locating. **SEE NOTES**

\_\_\_\_\_ Bright House requires 30 days written notice prior to construction start date to relocate their facilities.

**NOTES:**

A handwritten signature in blue ink, appearing to read "Ozzie Perez", written over a horizontal line.

Sincerely,  
Ozzie Perez  
Bright House Networks  
Field Engineer  
Pinellas County  
727-329-2817



2401 25<sup>th</sup> Street N (SP-15)  
St. Petersburg, FL 33713

Lynn.Valiton@duke-energy.com

o: 727.893-9265

March 11, 2019

Cynthia M. Harris  
Real Estate Management  
Real Property Division  
509 East Avenue, Clearwater

**RE: *Re: Vacate Request***  
***Section 08, Township 28 South, Range 16 East, Pinellas County, Florida***  
***Parcel ID No.: 08-28-16-48763-001-0080***  
***Address: 3915 LAKE SHORE DR., PALM HARBOR FL 34684-4210***

Dear Ms. Harris:

Please be advised that **DUKE ENERGY FLORIDA, LLC., d/b/a DUKE ENERGY** *Distribution Department* and *Transmission Department* have “**NO OBJECTIONS**” to the proposed vacation area shown on Sketch and Description by Mohammad B. Far Dated 6-08-18, Job Number 180603. Sketch enclosed as Exhibit “A”.

If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

***Lynn***

Lynn Valiton  
Land Representative  
Distribution- Florida



***Network Engineering  
And Planning***

June 18, 2018

1280 Cleveland St., FLCW5033  
Clearwater, FL 33755  
Ofc: 727-562-1101  
Fax: 727-562-1175

Paromita Chatterjee  
3915 Lake Shore Drive  
Palm Harbor, FL 34684

RE: Parcel No, 08-28-16-48763-001-0080  
3915 Lake Shore Drive, Palm Harbor, FL 34684

Dear Ms. Chatterjee,

Thank you for your letter advising us of your proposed construction. Frontier has no objections. Please be advised that Frontier has no facilities in the area to be vacated. Please contact Sunshine One Call 48 hours prior to commencement of construction at 1-800-432-4770 for utility location.

Thank you for cooperatively working with our office. If you need further assistance, please call Granville Stephens at 727-562-1190 in the Clearwater OSP Engineering Office.

Sincerely,

A handwritten signature in black ink, appearing to be "G. Stephens", is written over a horizontal line. The signature is stylized and somewhat cursive.

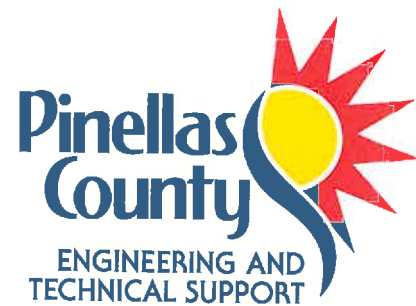
Granville Stephens  
Network Engineer, SR

GS:sc



**BOARD OF COUNTY  
COMMISSIONERS**

Dave Eggers  
Pat Gerard  
Charlie Justice  
Janet C. Long  
John Morrioni  
Karen Williams Seel  
Kenneth T. Welch



June 18<sup>th</sup> 2018

Paromita Chatterjee  
3915 Lake Shore Dr.  
Palm Harbor, FL. 34684

RE: Petition to Vacate Drainage Easement:

Section 8, Township 28 S, range 16 E, Pinellas County, FL.

Vacate a Portion of 3915 Lake Shore Dr, Palm Harbor, FL., Parcel # 08-28-16-48763-001-0080

Dear Mrs. Paromita Chatterjee,

We are in receipt of your email dated June 13<sup>th</sup>, 2018 requesting a response to the release of a Right of Way/Easement on the referenced property. Pinellas County Utilities has "No Objection" to this request. If you have any questions, please do not hesitate to contact me at (727) 464-8418

Sincerely,

A handwritten signature in blue ink that reads "Ray Letts".

Raymond S Letts  
Engineering Specialist II  
Pinellas County Utilities  
14 South Ft Harrison Ave.  
Clearwater, FL. 33756  
727-464-8418

Pinellas County Engineering and Technical Support  
14 S. Fort Harrison Ave. • 6th floor  
Clearwater, FL 33756  
Main Office: (727) 464-3588  
FAX: (727) 464-3595  
V/TDD: (727) 464-4062

S:\Shared\Engineering\DRS\Easement Reviews\2018\3915 Lakeshore Dr Palm Harbor No Objection 20180618.docx



www.pinellascounty.org



AN EMERA COMPANY

March 8, 2019

Cynthia M. Harris  
509 East Avenue  
Clearwater, FL 33576

RE: Petition to Release: See attached Legal Description

Dear Ms. Harris,

Tampa Electric Company does not serve the subject area therefore does not object to the Petition to Release for the abovementioned property; more particularly described as follows:

See Legal Description attached hereto and by reference made a part hereof.

If you have any questions or concerns, you may contact me at (813) 228-1184 or [asanford@tecoenergy.com](mailto:asanford@tecoenergy.com).

Sincerely,

Ashley Sanford  
Real Estate Services  
Distribution Easement Coordinator



It's that kind of experience.

wowway.com

**WOW! Internet • Cable • Phone**

June 19 2018  
Paromita Ganguly  
3915 Lake Shore Drive  
Palm Harbor, FL

**RE-3915 Lake Shore Drive**

Thank you for advising **Wide Open West (WOW!)** of the subject project.

XX WOW! Has '**NO CONFLICT**' with the proposed project construction at the level of plans I received 6/18/2018

\_\_\_\_\_ In order to properly evaluate this request, WOW! Will need detailed plans of the facilities proposed for the subject areas.

WOW! Has buried facilities within the project limits. The buried WOW! Route shown on the attached utility mark-up Drawing No. Indicate WOW!'s approximate routing. Please call Sunshine State One Call of Fla. Inc. (811) for utility locates if additional details are needed.

Please refer any further correspondence to:

**WOW!**  
**Richard LaGanga**  
**Construction Supervisor**  
**3001 Gandy Blvd. N.**  
**Pinellas Park, FL 33782**

Sincerely,



**Richard LaGanga**  
**Construction Supervisor**  
**Cell- 727-239-0158**

**3001 Gandy Blvd N - Pinellas Park, FL 33782**

**PETITION TO RELEASE**  
**PUBLIC HEARING**

For your information, below please find the steps necessary for the Real Estate Division to prepare your petition for the public hearing.

At the time you bring in the completed application, letters of no objection and all documents requested, a \$350.00 non-refundable application fee is required to begin the petition to release or release of easement application. When the County staff review and approval of the application is complete, you will be notified by mail and requested to submit the Petition to Release form together with the \$400.00 filing and advertising fee, and all pertinent fees associated with approval of the request. Upon receipt of the check, made payable to the Board of County Commissioners (BOCC), and the Petition, the **PETITION TO RELEASE PACKAGE** is prepared by County staff for presentation to the **BOARD OF COUNTY COMMISSIONERS** as a public hearing agenda item.

FYI, below are the steps necessary for the Real Estate Division to prepare for the public hearing include:

**ADVERTISEMENT**

In accordance with Florida State Statute 177.10, the date of the public hearing will be advertised "by publishing legal notice in a newspaper of general circulation in the county in which the parcel of land is located, in not less than two weekly issues of said paper". The advertisement is placed in the paper by the Clerk of the Circuit Court, Board Records Section.

**ADVERTISEMENT**

In accordance with Florida State Statute 336.09, 336.10, & 336.12, "the Commissioners shall hold a public hearing and shall publish notice thereof, one time in a newspaper of general circulation in the county in which the parcel of land is located, at least two weeks prior to the date stated therein for such hearing". Following the Public Hearing, "Notice of the adoption of the Resolution by the Commissioners shall be published one time, within 30 days following its adoption, in one issue of a newspaper of general circulation". These advertisements are placed in the paper by the Clerk of the Circuit Court, Board Records Section.

AVIK K GANGULY  
3915 LAKE SHORE DRIVE  
PALM HARBOR, FL 34684

913  
53-9182/2113

06/30/18

Board of County Commissioners \$350.00  
Three Hundred Fifty and 00/100.



Vacate easement Application T. Jettiger

02113918250

114593510

0913

**PETITION TO RELEASE**  
**PUBLIC HEARING**

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AVIK GANGULY  
PAROMITA CHATTERJEE  
3915 LAKE SHORE DR.  
PALM HARBOR, FL 34684

743  
03-6419-2670  
536

02/09/19 Date

Pay to the Order of Board of County Commissioners \$ 400.00  
Four Hundred and 00/100 Dollars

**PNC BANK**  
PNC Bank, N.A. 001

For Filing fee including adv. cost P. Chatterjee

⑆267084199⑆ 1213427491⑆ 0743

PROPERTY OWNER COURTESY NOTIFICATION LIST FOR FILE #1559

PETITIONERS

AVIK K. GANGULY  
PAROMITA C. GANGULY  
3915 LAKE SHORE DRIVE  
PALM HARBOR, FL 34684

ADJACENT PROPERTY OWNERS

NOTIFICATION LETTER SENT TO THESE OWNERS  
BY THE CLERK OF THE CIRCUIT COURT – BCC RECORDS DIVISION

REAL PROPERTY DIVISION  
ATTN: CYNTHIA M. HARRIS  
509 EAST AVENUE S  
CLEARWATER, FL 33756

SUZANNE M EGGERT  
3919 LAKE SGIRE DR  
PALM HARBOR, FL 34684-4210

BRANDON M WALLECH  
KALY M WALLECH  
3902 LAKE SHORE DRIVE  
PALM HARBOR, FL 34684-4209

REAL ESTATE MANAGEMENT  
ATTN: ANDREW W. PUPKE  
509 EAST AVENUE S  
CLEARWATER, FL 33756

ALEXIS LYNN PALMIERI TRUST  
TERRI IDSKOU LAVALLEE TRUST  
2787 DELANCY CT  
PALM HARBOR, FL 34684

C L CHANCE TRUST  
3570 LAKE HIGHLAND DR  
PALM HARBOR, FL 34683-6718

JOSEPH MONTAGNINO  
SKYE AMATO  
2791 DELANEY CT  
PALM HARBOR, FL 34684-4251

JOSEPH P COOK  
RITA K COOK  
3911 LAKE SHORE DR  
PALM HARBOR, FL 34684-4210

RAUL ANDRES RIVERA  
2795 DELANEY CT  
PALM HARBOR, FL 34684-4251

MELISSA YOUNG  
3907 LAKE SHORE DRIVE  
PALM HARBOR, FL 34684-4210

ELIZABETH A HARRISON  
3898 LAKE SHORE DR  
PALM HARBOR, FL 34684-4240

THOMAS G WELLS  
EVELYN R WELLS  
3903 LAKE SHORE DR  
PALM HARBOR, FL 34684-4210

GRISEL CABRERA  
2712 SWEETBAY LN  
PALM HARBOR, FL 34684-4231

LAKE ST GEORGE COMM ASSN  
552 MAIN ST  
SAFETY HARBOR, FL 34695-3549

CHARLES DALESCH  
2713 SWEETBAY LN  
PALM HARBOR, FL 34684-4231

LAKES OF PALM HARBOR LLC  
400 GALLERIA PKWY SE STE 400  
ATLANTA, GA 30339-3182


MELISSA MARIE BONILLA  
MICHAEL ALLEN COPP  
3937 LAKE SHORE DR  
PALM HARBOR, FL 34684-4210

EDWARD C CLIFT  
TRANG KIM-TU CLIFT  
3925 LAKE SHORE DR  
PALM HARBOR, FL 34684-4210

AVIK K. GANGULY  
PAROMITA C. GANGULY  
3915 LAKE SHORE DR  
PALM HARBOR, FL 34684-4210

**REQUEST FOR ADVERTISING**

**TO:** BCC Records

**FROM:** Sean P. Griffin, Manager   
Real Estate Management / Real Property Division

**RE:** Petition to Vacate Public Hearing

File No. 1559 – Avik K. and Paromita C. Ganguly

**DATE:** March 8, 2019

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**THIS VACATION OF EASEMENT IS DONE UNDER STATE STATUTE 177.101. ADVERTISING IS REQUIRED IN TWO WEEKLY ISSUES PRIOR TO THE MEETING, WITH NO ADVERTISING REQUIREMENT AFTER THE MEETING.**

**AD COPY ATTACHED:** Yes XXX No \_\_\_\_\_

**REQUIRES SPECIAL HANDLING:** Yes \_\_\_\_\_ No XXX

**NEWSPAPER:** St. Petersburg Times \_\_\_\_\_ Pinellas Review XXX

**DATE(S) TO APPEAR:** 4/26/2019 and 5/3/2019

**SIZE OF AD:** \_\_\_\_\_

**SIZE OF HEADER:** \_\_\_\_\_

**SIZE OF PRINT:** \_\_\_\_\_

**SPECIAL INSTRUCTIONS OR COMMENTS:** \_\_\_\_\_

## **NOTICE OF PUBLIC HEARING**

**Notice is hereby given that on May 7, 2019, beginning at 9:30 A.M., a public hearing will be held by the Board of County Commissioners in the County Commission Assembly Room, Fifth Floor, Pinellas County Courthouse, 315 Court Street, Clearwater, Florida, 33756, to consider the petition of Avik K. Ganguly and Paromita C. Ganguly, to vacate, abandon and/or close the following:**

**A portion of a drainage, utility and/or natural area easement lying in Lot 8, Block A (3915 Lake Shore Drive), Lake St. George – Unit 1, Plat Book 78, Pages 65 thru 66, lying in Section 8-28-16, Pinellas County Florida.**

**Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.**

**IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. WITHIN TWO (2) WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE, PLEASE CONTACT THE OFFICE OF HUMAN RIGHTS, 400 SOUTH FORT HARRISON AVENUE, SUITE 500, CLEARWATER, FLORIDA 33756, (727) 464-4880 (VOICE), (727) 464-4062 (TDD).**

**KEN BURKE, CLERK TO  
THE BOARD OF COUNTY COMMISSIONERS  
By: Norman D. Loy, Deputy Clerk**



## SPECIAL INSTRUCTIONS

- 5 weeks prior to Public Hearing date:

4/2/19

Tuesday of that week Real Estate (Cynthia Harris) coordinates with Jo Lugo for availability on the proposed agenda and gives notice of the proposed number of Petition to Release packages.

- 4 weeks prior to Public Hearing date:

4/9/19

Tuesday of that week Real Estate (Cynthia Harris) Notifies Jo the actual number of petitions and the names of the petitioners projected to go to the agenda.

- **ADVERTISEMENT ACTION:**

- 3 weeks prior to Public Hearing date

4/24/19

- (for F.S. 177.101:) (for F.S. 336.09, 10, 12)

Wednesday of that week, the Request to Advertise package for each petition must be delivered to BCC Records (Norman Loy) to meet State Statute advertising requirements. (If any petition package is not approved as of this day, please notify Jo ASAP so they can PULL the item from the Board agenda.)

**PLEASE NOTE:** When the Request to Advertise package is delivered to Board Records/Norman, a copy of the ad is provided to Jo.

Thank you.