

**Delegation of Authority from County Administrator to Various County
Departments and/or Officials (Table Date - March 30, 2023)**

Code Reference	Description	Delegation	Summary
2-619, 2-622	Special Magistrates Admin Division Procedures	Building and Development Review Services (BDRS) - Code Enforcement	Special Magistrates are appointed by the board and delegated the authority to hear and decide alleged violations of the code.
22-276	Housing Official, Admin Authority	BDRS - Code Enforcement	The Division Manager of Code Enforcement is designated as the Housing Official and is given the authority to enforce the Article VI Housing Code.
58-90 thru 97	Air Quality, Powers and Duties of the Board	Public Works - Air Quality Program	Authority for the compliance and enforcement activities regarding this article and for any air quality permits issued by the department of environmental protection
58-236 thru 248	Stormwater and Surface Water Pollution	Public Works - Watershed Protection	Delegates authority to Public Works Watershed Management to maintain efficient, economic and safe operation of the separate storm sewer system, through the regulation and control of connections and discharges to the separate storm sewer system or receiving waters of the county and to limit the use of the separate storm sewer system to the collection, conveyance, treatment, and disposal of stormwater through appropriate regulation and enforcement.
58-266 thru 272	Inoperable Vehicles/Derelict Vessels	BDRS - Code Enforcement	Code enforcement officers of the department are authorized to have removed or impounded any inoperative vehicle, derelict vessel, or off-road vehicles from public property, which reasonably appears to be in violation of this article, in accordance with the provisions of F.S. Ch. 705, as they pertain to lost or abandoned property
58-326	Lot Clearing	BDRS - Code Enforcement	Code Enforcement has the authority to enforce the procedures established by the BCC whereby property located in the unincorporated areas of the county may be cleared of an excessive growth of weeds or other plants or cleared of an excessive accumulation of plant material or of debris, trash, junk or other noxious materials.
58-416 thru 431	Mosquito Control	Mosquito Control	The mosquito control district is authorized by the BCC to authorize abatement of mosquito breeding areas throughout Pinellas County.
58-471 thru 485	Landscape Maintenance and Fertilizer Use/Application	Public Works - Watershed Management	Watershed Protection has been delegated to authority to regulate the proper use of fertilizers by any applicator as described in Sec. 58-471 - 485.
126-603	Grease Systems—Administration/Enforcement	Utilities—Water and Sewer	Authority has been delegated to Utilities to implement the provisions of Article VI Grease Waste Management. Any food service establishment generating grease waste within the retail and wholesale sewer service area of Pinellas County must obtain a food service establishment permit from the county. The county shall approve, deny, or approve with special conditions, all applications for such authorization within 30 days of receipt,
134-86	Protection of Vested Rights (final plans)	Building and Development Review Services	Building and Development Review Services had the authority to make a determination of vested rights which grants special exemption to a development order which may be inconsistent with a policy or operative provision of the comprehensive plan if specific criteria are met.
138 Article I	Zoning	Building and Development Review Services	Delegated authority to administer the zoning code.
138 Article XII	Palm Harbor FBC	Building and Development Review Services	Delegated authority to administer the Downtown Palm Harbor Form Based Code
138-53	Permitting and Collection of Fees for Zoning	Building and Development Review Services	Building and Development Review Services has the authority to issue all permits, as required under the Code, and collect all fees, as required, and transmit all fees collected to the clerk of the circuit court of the county for disposition as required by law.
138-54	Report of Violations; Enforcement Procedure	BDRS - Code Enforcement	County's code enforcement inspectors shall have the authority to investigate alleged violations of the zoning chapter. Investigations may be based upon statements of complainants or upon inspections performed by the County's code enforcement inspectors.

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138-3504	Surface Drainage	Building Development Review Services	Prior to issuance of a building permit for any structure, the county administrator or designee shall review and make a determination whether the proposal has the potential to significantly change the drainage patterns in and around the property. The Engineering division of Building and Development Review Services reviews design features and typical sections of canals, swales and all other open channels, storm sewers, all drainage structures, retention/detention ponds, other stormwater management facilities through the site plan review or building permitting process to adhere to the Pinellas County Stormwater Manual.
Ch. 6-47, 138-3240	Alcoholic Beverages/Street Closures	County Administrator/Building and Development Review Services	Distribution, sale, or consumption of alcohol on county property or in county facilities is prohibited. However, there are occasions when the County may allow the distribution, sale, or consumption of alcohol. This activity can only be conducted if an alcohol waiver is approved by the County Administrator or a contract has been reviewed and approved by county contract review staff, including the County Administrator. Building & Development Review Services administers the permitting and application process for county road closures related to special events. To close a county road in Pinellas County requires much preparation and review of current county-wide obligations for the road on the date being requested.
138-3340, 138-3341	Land Fills and Excavations	Building and Development Review Services	Under 1000 cubic yards - zoning clearance required Over 1000 cubic yards - site plan review and permitting
158	Floodplain Administrator	Floodplain Coordinator, Public Works	The Floodplain Administrator is responsible for implementing the community's local floodplain ordinance and ensuring that the community is complying with minimum National Flood Insurance Program (NFIP) standards and enforcing any locally imposed higher standard. Additionally, they review and evaluate development permit applications for all types of improvement located in a Special Flood Hazard Area (SFHA).
166-82	Clearing/Grubbing	Building and Development Review Services	Building and Development Review Services must issue a zoning clearance related to clearing/grubbing activities on developed or undeveloped property. Clearing is the removal and disposal of all unwanted surface material, such as trees, brush, grass, weeds, downed trees, and other material. Grubbing is the removal and disposal of all unwanted vegetative matter from underground such as stumps, roots, buried logs, and other debris.
Article XVI	Mangrove Trimming and Preservation	Public Works - Water and Navigation	Water and Navigation issues permits for the trimming/pruning criteria within the Land Development Code. Mangroves are protected by the State's Mangrove Trimming and Preservation Act and cannot be trimmed unless you qualify for an exemption or obtain a permit.
166-167	Wellhead Protection	Utilities	The Utilities Department has the authority to administer and enforce the Wellhead Protection ordinance including issuing or denying any permits.
Article XV	Water and Navigation Regulations	Public Works - Water and Navigation	Water and Navigation regulates the placement of seawalls, dredge and fill activity, construction of commercial and private docking facilities within the waters of the county to minimize the adverse impacts of such activities upon the natural resources and scenic beauty of the county.
154 (Article I-V)	County Engineer	Director, Public Works	Public Works manages the environmental, stormwater, transportation systems, and surety bonds related to general infrastructure improvements. Additionally, they provide standards and rules for general site development, right-of-way improvements, and subdivisions in a manner that will protect the general health, safety, and welfare for the people within Pinellas County.
154 (Article VI)	Utility Work	Utilities	The Utilities Department has the authority to permit any utility work within the right-of-way.