



**CITY OF ST. PETERSBURG, FLORIDA
PLANNING & DEVELOPMENT SERVICES DEPT.
DEVELOPMENT REVIEW SERVICES DIVISION**

**STAFF REPORT
DEVELOPMENT REVIEW COMMISSION - VARIANCE REQUEST
PUBLIC HEARING**

According to Planning & Development Services Department records, no Commission member or his or her spouse has a direct or indirect ownership interest in real property located within 2,000 linear feet of real property contained with the application (measured in a straight line between the nearest points on the property lines). All other possible conflicts should be declared upon the announcement of the item.

REPORT TO THE DEVELOPMENT REVIEW COMMISSION FROM DEVELOPMENT REVIEW SERVICES DIVISION, PLANNING & DEVELOPMENT SERVICES DEPARTMENT, for Public Hearing and Executive Action on **Wednesday, May 4, 2022 at 1:00 P.M.** at Council Chambers, City Hall, located at 175 5th Street North, St. Petersburg, Florida.

CASE NO.: 22-54000019 PLAT SHEET: E-16

REQUEST: Approval of a variance to the required minimum lot width from 75-feet to 50-feet for four (4) platted lots in common ownership to create four (4) buildable lots to allow construction of four single-family homes.

OWNER: Mega Jenson Builders Joint Venture LLC
Mark Jansen
3773 31st Avenue South
St. Petersburg, FL 33711

ADDRESS: 3773 31st Avenue South

PARCEL ID NO.: 34-31-16-05526-012-0210

LEGAL DESCRIPTION: On file

ZONING: Neighborhood Suburban, Single-Family (NS-1)

Development Standard	Required	Requested	Variance	Magnitude
Minimum Lot Width	75-feet	50-feet	25-feet	33%

BACKGROUND: The subject property, located at 3773 31st Avenue South, consists of eight platted lots of record (Lots 1-4 and 21-24, Block 12, Bayview Terrace) under common ownership, located within the boundaries of the Clam Bayou Neighborhood Association. Lots 1-4 are currently vacant and Lots 21-24 are developed with one single-family residence that was constructed in 1949. This request is for a variance to the minimum required lot width for Lots 1 thru 4 for each individual platted lot to be a buildable lot for a new single-family residence with the existing home to remain on Lots 21 thru 24.

The property has a zoning designation of Neighborhood Suburban, Single-Family (NS-1). The minimum lot width in NS-1 districts is 75-feet and the minimum lot area is 5,800 square feet. Subject Lots 1 thru 4 each have a platted lot width of 50-feet and contain 6,000 square feet of lot area. Therefore, they are considered to be substandard in lot width only. The subject subdivision, Bayview Terrace, was recorded in 1924.

The property is located within the South St. Petersburg Community Redevelopment Area (CRA). The South St. Petersburg CRA was first established in June 2013 when City Council approved Res. 2013-247 finding blight in South St. Petersburg pursuant to Florida's Community Redevelopment Act of 1969 (Chapter 163, Part III). The most recent version of the redevelopment plan was adopted by City Council in May of 2015. The plan calls for revitalizing South St. Petersburg by promoting reinvestment in housing and neighborhoods, commercial corridors, business development, education and workforce development and non-profit capacity building. One specific focus of the plan is reinvigorating the housing market through rehabilitation and new construction. The plan identifies housing as potentially the most important issue facing South St. Petersburg. According to the plan, "The community redevelopment area is faced with problems related to housing condition and age, supply and marketability, and affordability that drag on efforts to improve the quality of life and investment conditions in the CRA" (South St. Petersburg Community Redevelopment Plan, pg 24).

Restrictions in the City Code were in place from 1973 through 2003 limiting development on nonconforming lots in common ownership. The land development code was changed in 2003 allowing development on any platted lot of record. On September 17, 2015, City Council amended the non-conforming lot regulations, eliminating the right to build on these substandard lots without first obtaining a variance. During the review of these regulations in 2015 the City Council made the decision to change the land development regulations back to restrict development on substandard lots, while also making clear the intent of the variance review is to determine whether such development would be consistent with the surrounding neighborhood pattern. Council found that in some neighborhoods, development of substandard lots would not be consistent with the surrounding development pattern and allowing one home on one platted lot in an area that has historically developed one single-family unit on more than one platted lot could be detrimental to the neighbors and overall character of the neighborhood.

CONSISTENCY REVIEW COMMENTS: The Planning and Development Services Department staff reviewed this application in the context of the following criteria excerpted from the City Code and found that the requested variance is **inconsistent** with these standards. Per City Code Section 16.70.040.1.6 Variances, Generally, the DRC's decision shall be guided by the following factors:

1. *Special conditions exist which are peculiar to the land, building, or other structures for which the variance is sought and which do not apply generally to lands, buildings, or other structures in the same district. Special conditions to be considered shall include, but not be limited to, the following circumstances:*

a. *Redevelopment. If the site involves the redevelopment or utilization of an existing developed or partially developed site.*

Approval of the variance would allow for the redevelopment of four platted lots that are currently vacant and located within the South St. Petersburg Community Redevelopment Area which is an area that has been targeted for redevelopment by the City.

b. *Substandard Lot(s). If the site involves the utilization of an existing legal nonconforming lot(s) which is smaller in width, length or area from the minimum lot requirements of the district.*

The individual platted lots are deficient in regards to minimum lot width only as they have a platted width of 50-feet and the minimum required lot width for property zoned NS-1 is 75-feet. Lots 1-4 are therefore considered to be substandard in terms of lot width.

c. *Preservation district. If the site contains a designated preservation district.*

The site is not located within a designated preservation district.

d. *Historic Resources. If the site contains historical significance.*

The site does not contain any historical significance.

e. *Significant vegetation or natural features. If the site contains significant vegetation or other natural features.*

There are nine Live Oaks on the subject property, one of which is a Grand Live Oak. The Site Plan provided by the applicant, see attached, shows that two Live Oaks will be removed to accommodate the new single-family residences. There is a 30-inch Live Oak in the middle of the buildable area for Lot 3 that likely could not be retained on-site if the requested variance is approved. The 33-inch Live Oak within the swale in front of Lot 3 could be saved by relocating the proposed driveway. Staff has included a condition of approval that the 24-inch and 33-inch Live Oaks, along with the 35-inch Grand Live Oak, located within the public right-of-way abutting 30th Avenue South shall be preserved.

f. *Neighborhood Character. If the proposed project promotes the established historic or traditional development pattern of a block face, including setbacks, building height, and other dimensional requirements.*

Staff analyzed the development pattern of the subject block and the adjacent blocks located within the same zoning district, see attached Development Pattern Analysis and study area tables below. The blocks included in the study area consist of 4 blocks platted within the Bayview Terrace Subdivision which was recorded in 1924 and one block platted within the Perry's Skyview Subdivision recorded in 1955.

Staff's development pattern analysis included review of lot width for conformance with the minimum requirements for NS-1 properties, and whether the properties typically contain one house per platted lot. The results of the analysis, provided in the tables below, show that 38% of the properties are substandard in terms of lot width. Staff found that 57% of the properties in the study area consist of one house per platted lot. Based on the analysis, staff finds that the proposal is inconsistent with the prevailing development pattern in the area.

Lot Width Analysis

Block	Location	Conforming Width	Substandard Width	% Substandard
Subject Block		3	12	80.00%
Block 2	West	3	0	0.00%
Block 3	Northwest	4	5	55.56%
Block 4	North	9	6	40.00%
Block 5	Northeast	18	0	0.00%
Average		37	23	38.33%

1 House per Platted Lot Analysis

Block	Location	Vacant Lot	1 House on Lot	More than 1 Lot per house	% 1 House per Platted Lot
Subject Block		4	8	3	53.33%
Block 2	West	1	0	2	0.00%
Block 3	Northwest	4	2	3	22.22%
Block 4	North	0	6	9	40.00%
Block 5	Northeast	0	18	0	100.00%
Total		9	34	17	
Average		15.00%	56.67%	28.33%	56.67%

- g. *Public Facilities. If the proposed project involves the development of public parks, public facilities, schools, public utilities or hospitals.*

This criterion is not applicable.

- 2. *The special conditions existing are not the result of the actions of the applicant;*

The Subject Block and Blocks 2 thru 5 within Staff's above analysis are located within the Bayview Terrace Subdivision that was platted in 1924 and Block 6 is located within the Perry's Skyview Subdivision that was platted in 1955. As shown in the analysis provided above within criterion 1.f, 38% of the properties analyzed are substandard in lot width with 57% being developed with one house per platted lot. This development pattern is not the result of any action of the applicant.

3. *Owing to the special conditions, a literal enforcement of this Chapter would result in unnecessary hardship;*

Without approval of the requested variance Lots 1-4 can be redeveloped with two single-family residences with each new home on two platted lots. The applicant is proposing to develop four new single-family residences with each new home located on a single platted lot. Denial of the variance would not be a hardship as it would not allow development of new single-family residences on platted lots of record when 62% of the surrounding properties are conforming in terms of lot area and width.

4. *Strict application of the provisions of this chapter would provide the applicant with no means for reasonable use of the land, buildings, or other structures;*

A majority (57%) of the properties within the surrounding blocks have been developed with one house on one platted lot of record and therefore the requested variance would allow a more consistent use of the land.

5. *The variance requested is the minimum variance that will make possible the reasonable use of the land, building, or other structure;*

The requested variance will allow the development of four single-family homes on lots with a similar size as 38% of the surrounding lots developed with single-family homes. The lot width variance from 75-feet to 50-feet constitutes a 33% reduction of the minimum required lot width.

6. *The granting of the variance will be in harmony with the general purpose and intent of this chapter;*

The request is consistent with the goals of the Comprehensive Plan and the Land Development Regulations to promote revitalization and redevelopment. The Land Development Regulations for the Neighborhood Suburban (NS) districts state: "The regulations of the NS districts protect the single-family character of these neighborhoods, while permitting rehabilitation, improvement and redevelopment in keeping with the scale of the neighborhood."

This application is located within the South St. Petersburg Community Redevelopment Area which is a special district that was established on June 20, 2013 to remedy blighting conditions within the area, pursuant to the authority provided by the Florida Community Redevelopment Act of 1969. The blight study that was conducted by the City found that declining property values and deteriorated sites have contributed to the area's economic underperformance. Specifically, the study cites a large concentration of demolished and vacant sites. The redevelopment program for South St. Petersburg centers on reinvigorating the housing market through rehabilitation and new construction. This application will contribute to the desired redevelopment of the area by providing new housing on land that is currently vacant as a result of demolition of the single-family residence that previously existed at this site.

The Future Land Use designation in this neighborhood is Residential Urban (RU). The following objective and policies promote redevelopment and infill development in our City:

OBJECTIVE LU2 The Future Land Use Element shall facilitate a compact urban development pattern that provides opportunities to more efficiently use and develop infrastructure, land and

other resources and services by concentrating more intensive growth in activity centers and other appropriate areas.

POLICY LU2.5 The Land Use Plan shall make the maximum use of available public facilities and minimize the need for new facilities by directing new development to infill and redevelopment locations where excess capacity is available.

POLICY LU3.6 Land use planning decisions shall weigh heavily the established character of predominately developed areas where changes of use or intensity of development are contemplated.

7. *The granting of the variance will not be injurious to neighboring properties or otherwise detrimental to the public welfare; and,*

The granting of the variance will not be injurious to neighboring properties as 80% of the properties on the subject block are developed in a similar pattern as the proposed lots. The proposal for four single-family homes with one home on each platted lot is consistent with the neighborhood pattern of the surrounding blocks which are zoned NS-1.

8. *The reasons set forth in the application justify the granting of a variance;*

Staff finds that the reasons set forth in the variance application do justify the granting of the variance; however, based on staff's findings that 62% of the properties within the study area conform to the minimum lot width required staff cannot support the requested variance.

9. *No nonconforming use of neighboring lands, buildings, or other structures, legal or illegal, in the same district, and no permitted use of lands, buildings, or other structures in adjacent districts shall be considered as grounds for issuance of a variance permitting similar uses.*

None were considered.

PUBLIC COMMENTS: The subject property is within the boundaries of the Clam Bayou Neighborhood Association. Staff did not receive any correspondence in support of, or in opposition to, the requested variance from the Neighborhood Association. The applicant provided a Neighborhood Worksheet with signatures of support from 14 property owners in the surrounding area.

STAFF RECOMMENDATION: Based on a review of the application according to the stringent evaluation criteria contained within the City Code, the Planning and Development Services Department Staff recommends **DENIAL** of the requested variance.

CONDITIONS OF APPROVAL: If the variance is approved consistent with the site plan submitted with this application, the Planning and Development Services Department Staff recommends that the approval shall be subject to the following:

1. The site plans and building plans submitted for permitting shall comply with the maximum development and design requirements for NS-1 zoned properties.
2. The 24-inch and 33-inch Live Oaks, along with the 35-inch Grand Live Oak, located within the public right-of-way abutting 30th Avenue South shall be preserved. Site plans for any future development must show the location of all protected and grand trees. Any

application to remove the trees shall comply with Section 16.40.060.5.3: Tree removal and trimming permits for Grand, Protected and Signature trees of the LDRs, at the time of permitting, including submittal of any necessary reports. A separate tree removal permit is required.

3. This variance approval shall be valid through May 4, 2025. Substantial construction shall commence prior to this expiration date. A request for extension must be filed in writing prior to the expiration date.
4. Approval of this variance does not grant or imply other variances from the City Code or other applicable regulations.

ATTACHMENTS: Location Map, Development Pattern Analysis, Applicant's Narrative, Site Plan, Floor Plans, Elevation Drawings, Neighborhood Worksheet, Public Participation Report

Report Prepared By:

/s/ Scot Bolyard

4/26/22

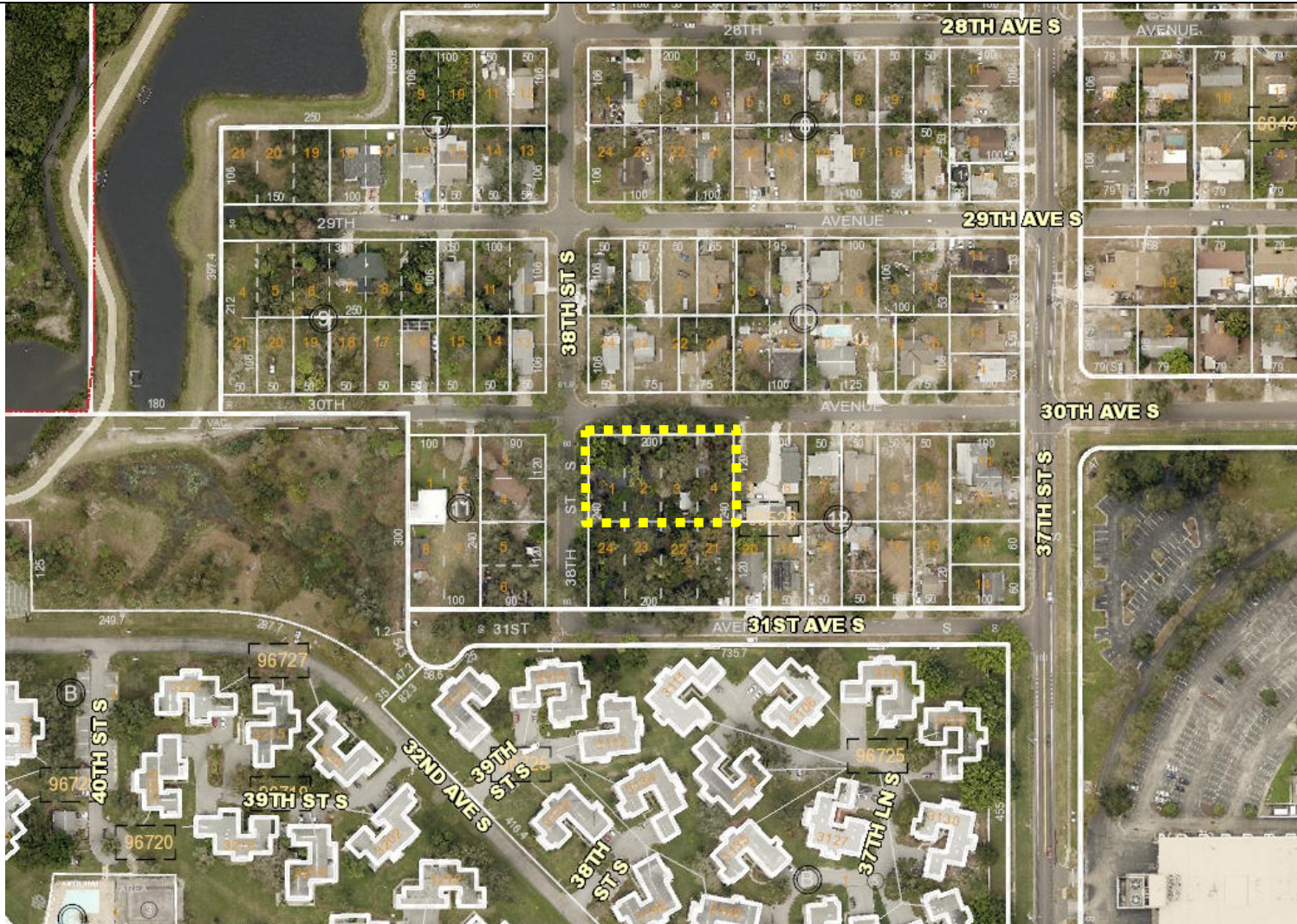
Scot Bolyard, AICP, Deputy Zoning Official
Development Review Services Division
Planning & Development Services Department

Date

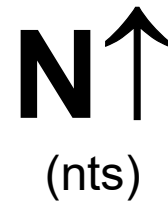
Report Approved By:

Dave Goodwin, Interim Zoning Official (POD)
Development Review Services Division
Planning & Development Services Department

Date



Project Location Map
City of St. Petersburg, Florida
Planning and Development Services Department
Case No.: 22-54000019
Address: 3773 31st Avenue South



Development Pattern Analysis

Site Address: 3773 31st Ave S

Zoning: NS-1 Width Required: 75-ft

Area Required: 5800 sq. ft.

Case #22-54000019

Revised: 13-Apr-22

Lot Width Analysis

Block	Location	Conforming Width	Substandard Width	% Substandard
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Block 2	West	3	0	0.00%
Block 3	Northwest	4	5	55.56%
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VARIANCE

NARRATIVE (PAGE 1)

All applications for a variance must provide justification for the requested variance(s) based on the criteria set forth by the City Code. It is recommended that the following responses be typed. Illegible handwritten responses will not be accepted. Responses may be provided as a separate letter, addressing each of the six criteria.

ALL OF THE FOLLOWING CRITERIA MUST BE ANSWERED.

APPLICANT NARRATIVE	
Street Address: 3790 30th Ave South	Case No.:
Detailed Description of Project and Request:	
Request is for a variance to lot width for 4 platted lots in commonownership to allow one new home on each platted lot with a lot width of 50-feet in the NS-1 zoning district where 75-ft lot width is required.	
<p>1. What is unique about the size, shape, topography, or location of the subject property? How do these unique characteristics justify the requested variance?</p> <p>The subject property is presently scaled at 75' frontage, but yet, the vast majority of the lot sizes in the targeted area were initially 50' frontage. The subject property will appear as a misalignment because it will be or look consistent with the other houses in the area.</p>	
<p>2. Are there other properties in the immediate neighborhood that have already been developed or utilized in a similar way? If so, please provide addresses and a description of the specific signs or structures being referenced.</p> <p>The vast majority of house in the area or built absolutely with a 50-foot frontage in the present zoning. Which will make the proposed development consistent with what already exist there.</p>	
<p>3. How is the requested variance not the result of actions of the applicant? The Applicant is utterly committed to the proposed variance because the applicant knows it will perserve the appearance in the immediate area such that no one else comes along a proposed a development with will certainly be out of line with the existing facade. The the applicant resides in the neighborhood and in good standing with residents in term of what is the preferred development.</p>	



VARIANCE

NARRATIVE (PAGE 2)

All applications for a variance must provide justification for the requested variance(s) based on the criteria set forth by the City Code. It is recommended that the following responses be typed. Illegible handwritten responses will not be accepted. Responses may be provided as a separate letter, addressing each of the six criteria.

ALL OF THE FOLLOWING CRITERIA MUST BE ANSWERED.

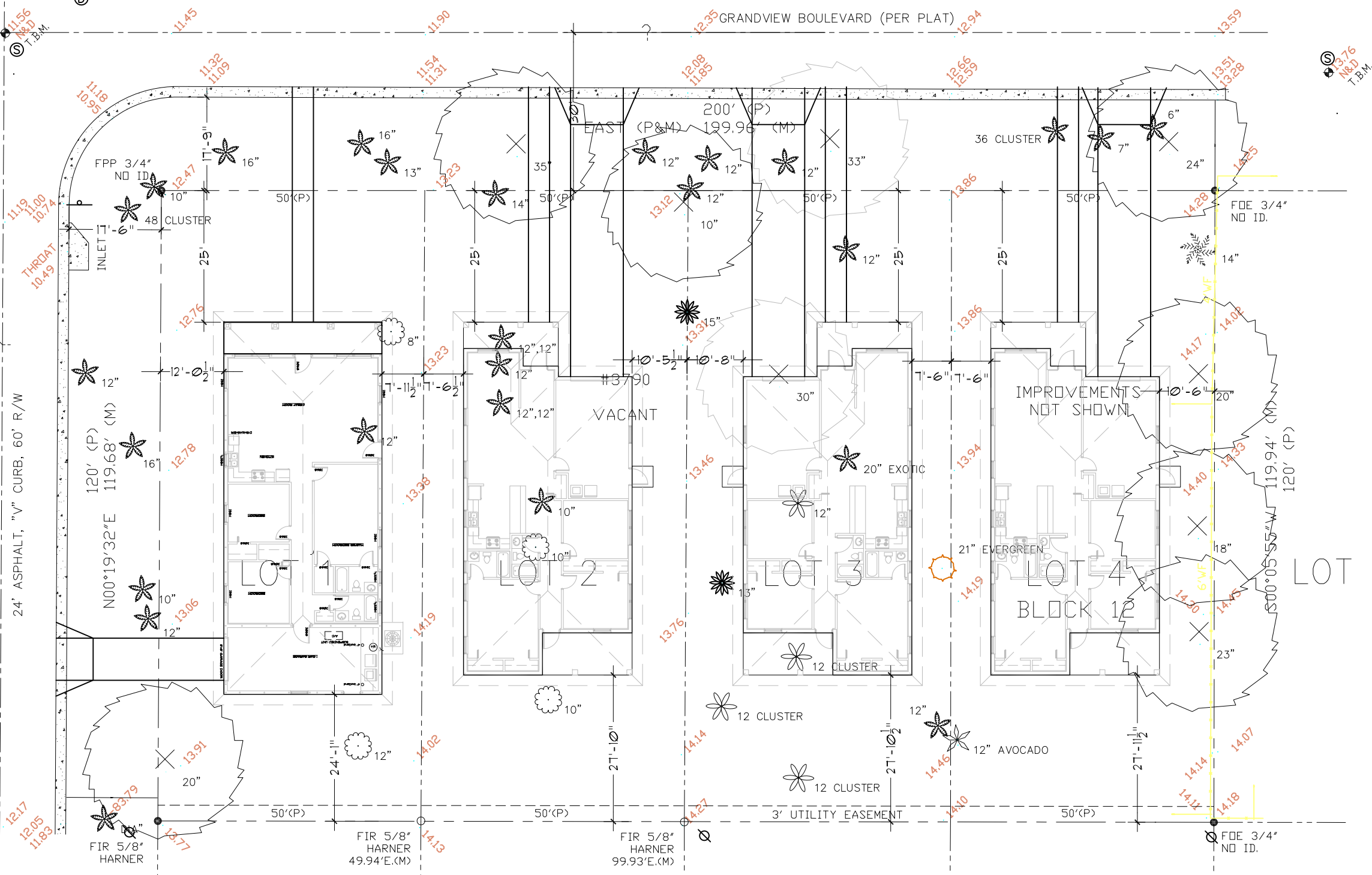
APPLICANT NARRATIVE
<p>4. How is the requested variance the minimum necessary to make reasonable use of the property? In what ways will granting the requested variance enhance the character of the neighborhood?</p> <p>The minimum necessary will allow for more housing in the area with respect to density. It will accommodate the City's appetite and need for increased work-force housing. The proposed plan of the developer is designed to the request of Mayor Kenneth Wlech for an increase in available housing.</p>
<p>5. What other alternatives have been considered that do not require a variance? Why are these alternatives unacceptable?</p> <p>There are no alternatives that will meet the request for increase housing. A 75-foot frontage will yield less houses, therefore, it will be less desired.</p>
<p>6. In what ways will granting the requested variance enhance the character of the neighborhood?</p> <p>In every way that is good. Currently, there is a type of vacancy in the neighborhood which subtracts from the character of completeness with the vacant lots. The character of the neighborhood will be enhanced with the proposed development accomodated by the variance request.</p>

30th AVE. S.

GRANDVIEW BOULEVARD (PER PLAT)

38th ST. S.

24' ASPHALT, "V" CURB, 60' R/W



LOT 24

LOT 23

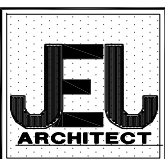
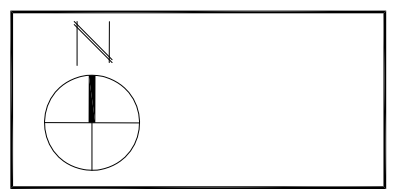
LOT 22

LOT 21

LOT 5

SITE PLAN

SCALE: 1" = 10'



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REVISIONS	
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JAMES E. JACKSON, JR.
ARCHITECT
LICENSE #: AR0015839

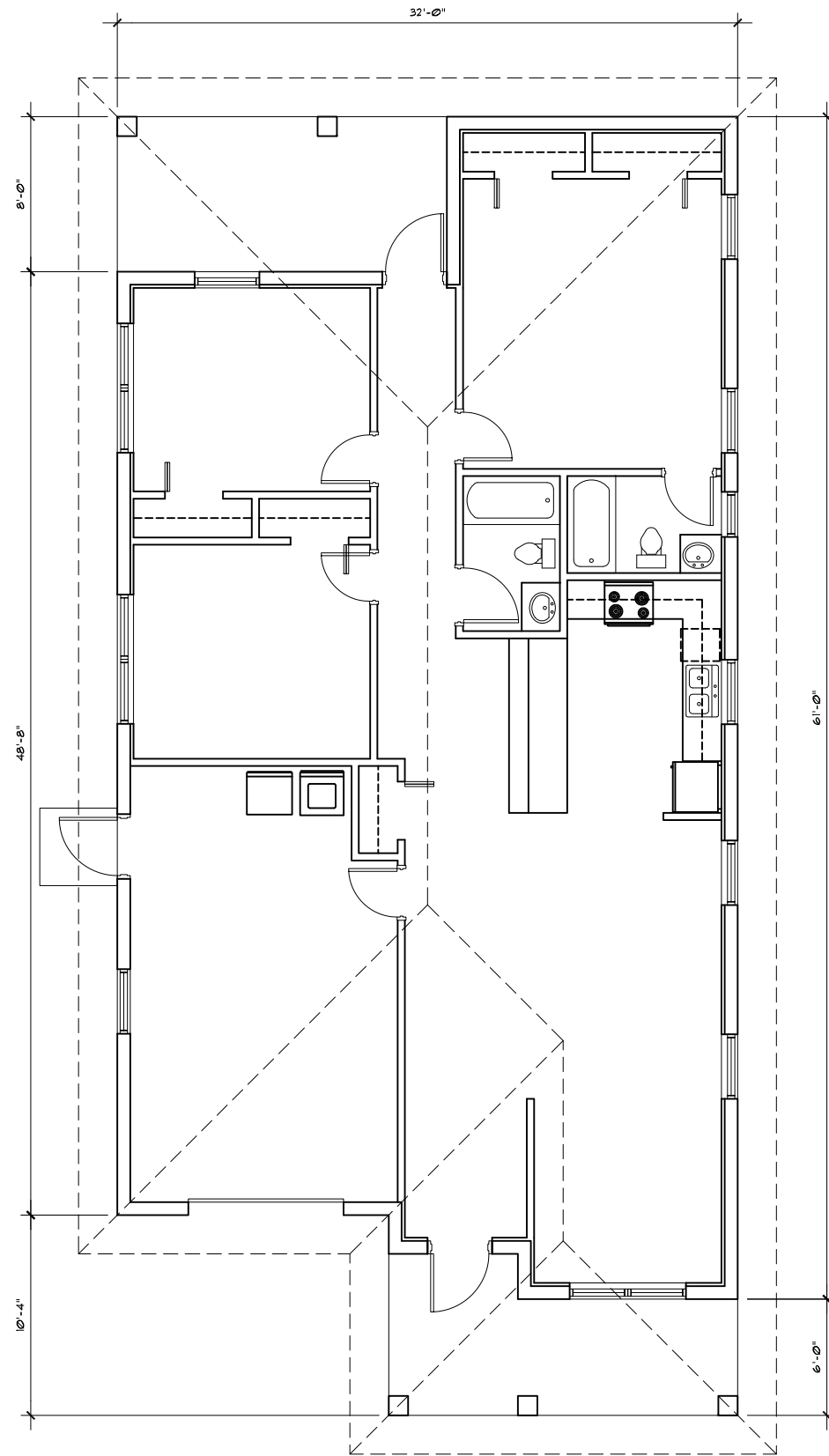


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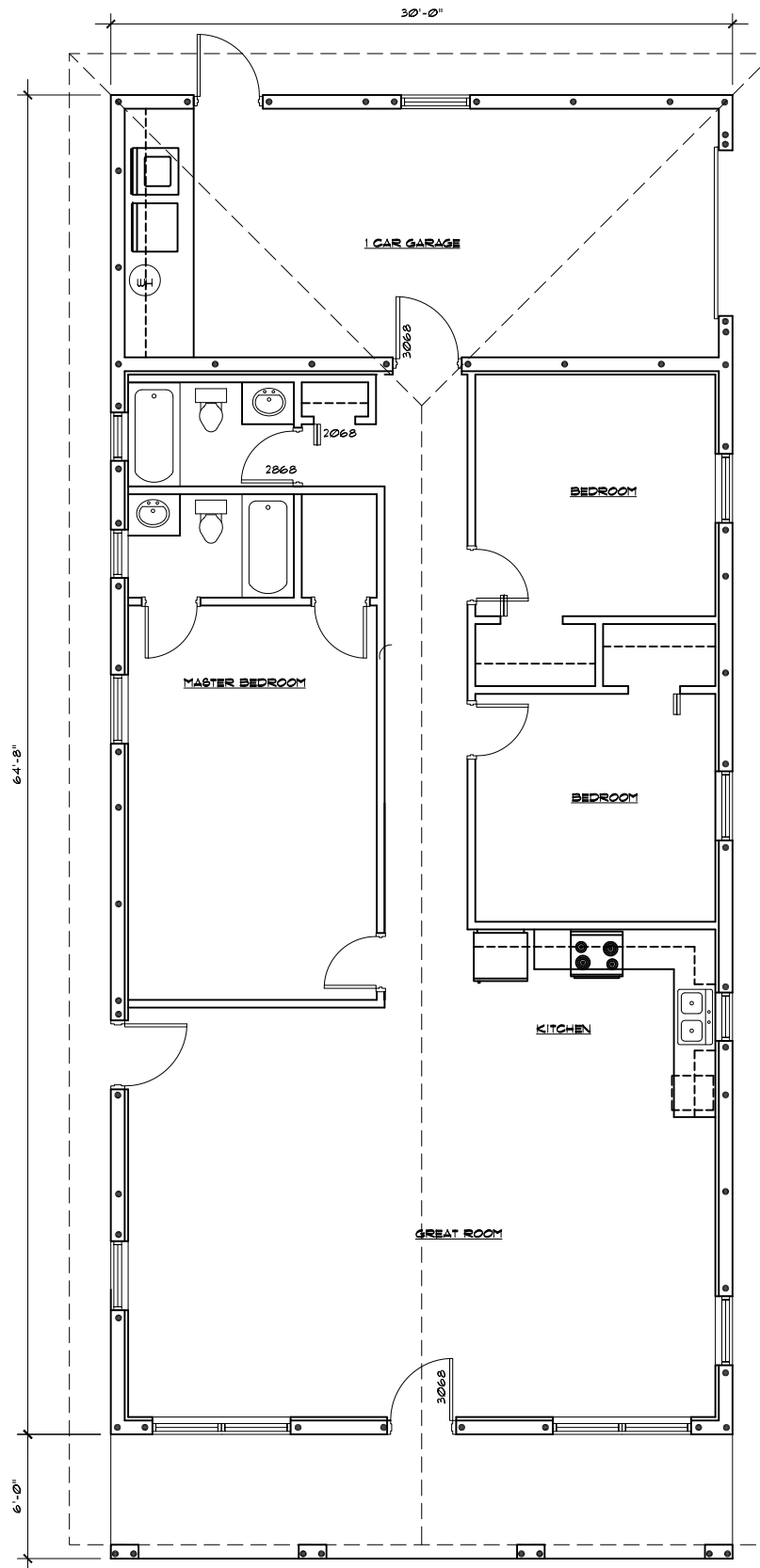
**30TH AVE SOUTH
 LOTS 1,2,3,4
 SITE PLAN**

SHEET NUMBER
A-0
 OF

PLOT DATE



LOT 2, 3 AND 4 FLOOR PLAN

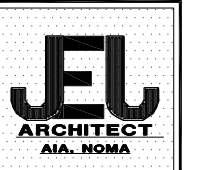


LOT 1 FLOOR PLAN

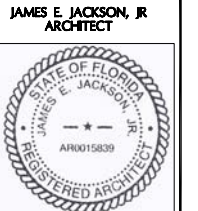
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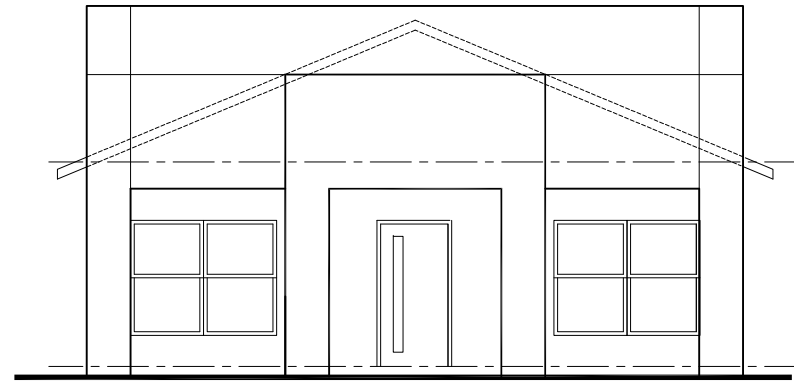
**FLOOR PLANS
 FOR PROPOSED
 LOTS 1,2,3 AND 4**



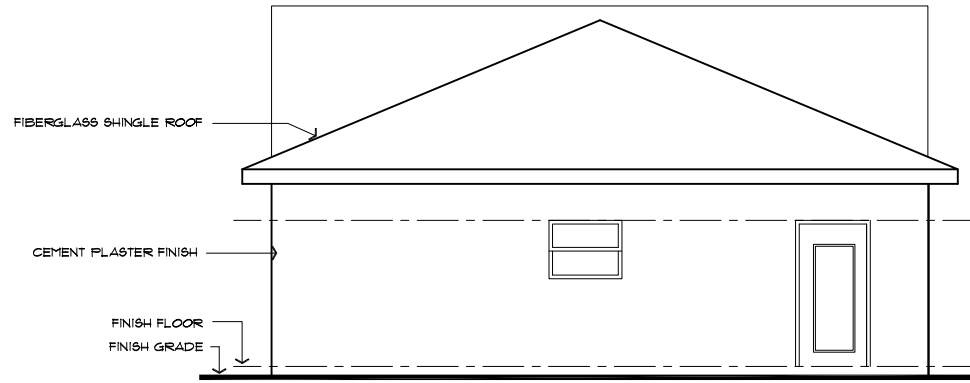
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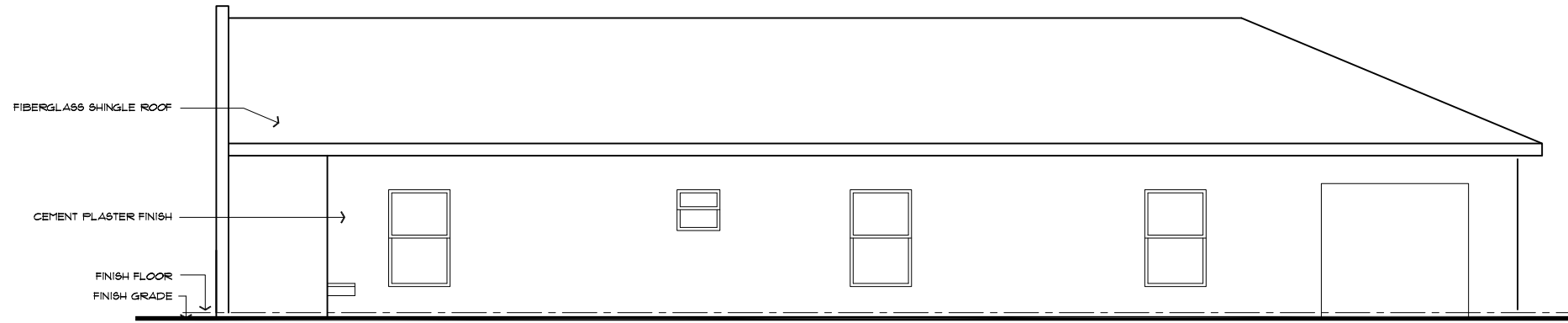
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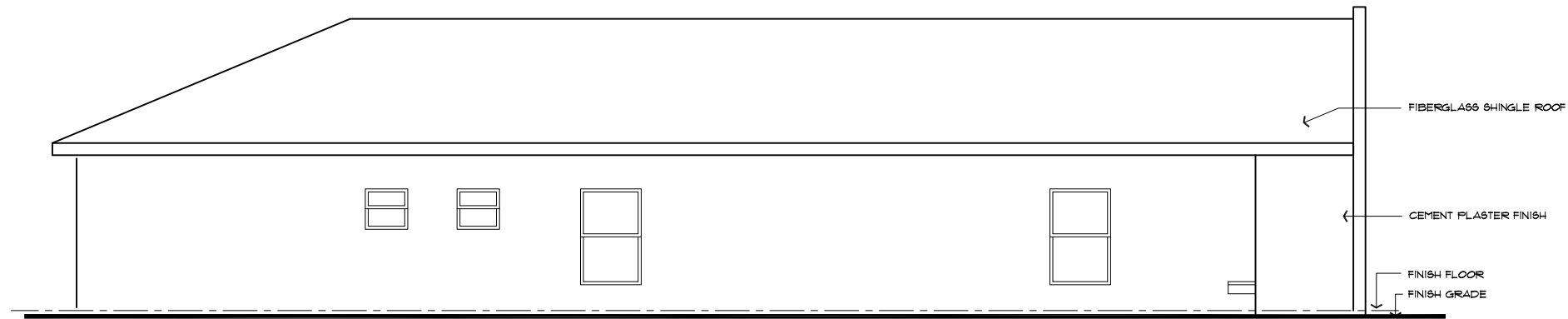
**LOT 1
FRONT ELEVATION**



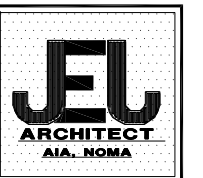
REAR ELEVATION



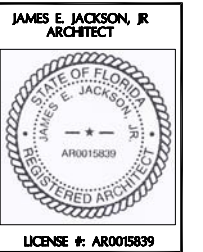
RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION

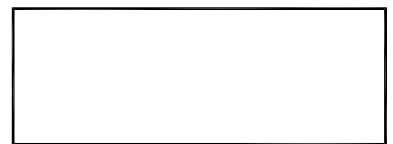
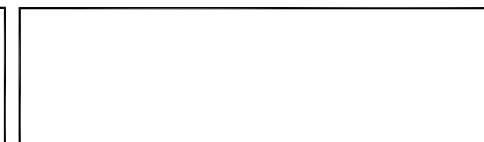


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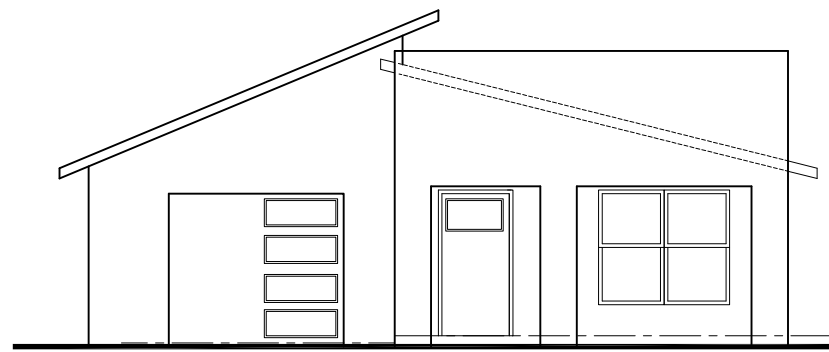


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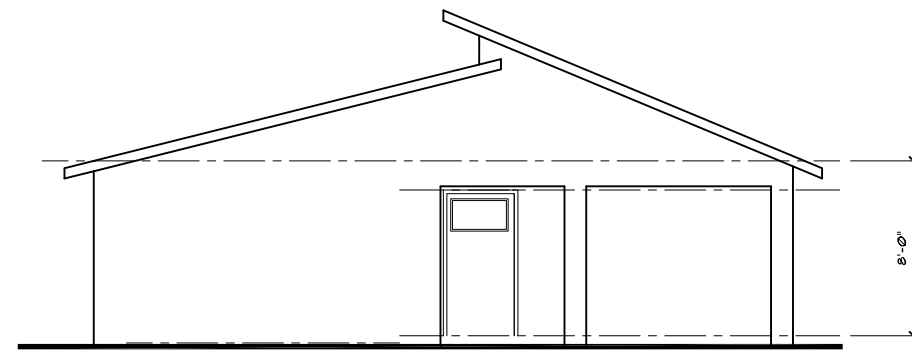
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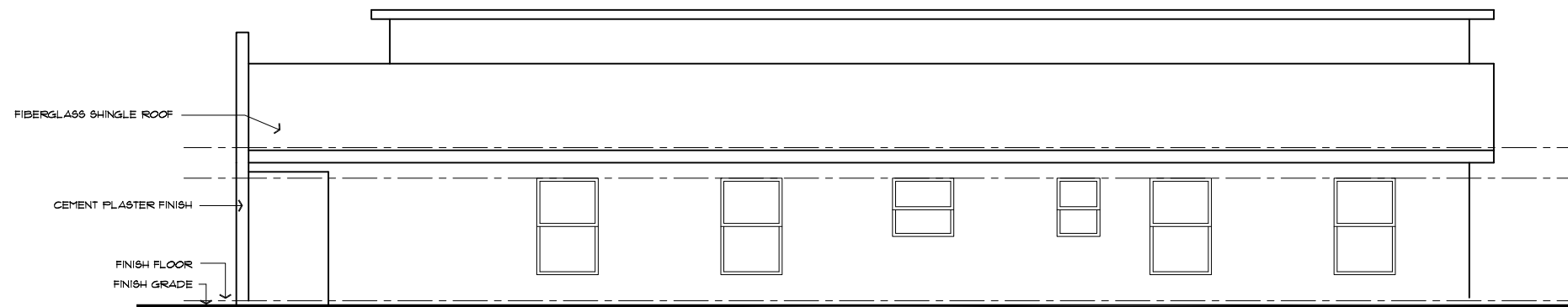
**LOT 1
EXTERIOR
ELEVATIONS**



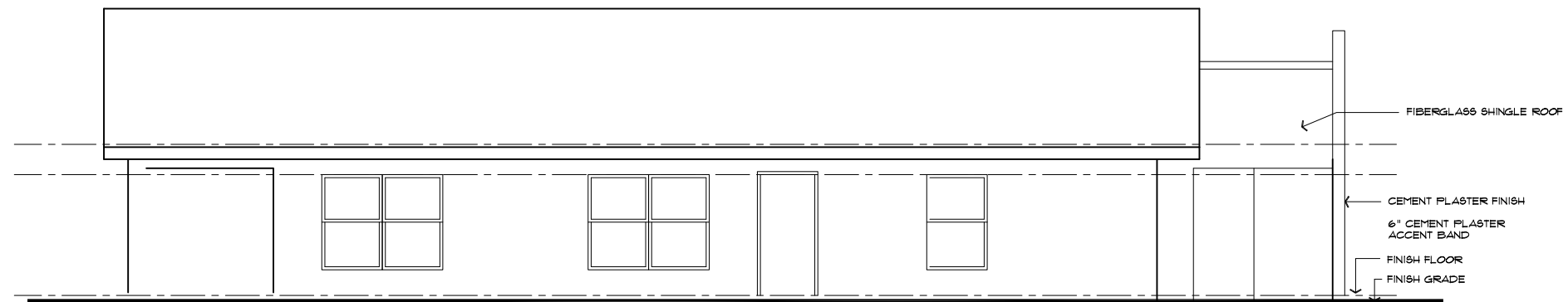
**LOT 2
FRONT ELEVATION**



REAR ELEVATION



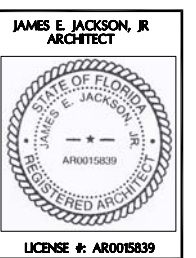
RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION

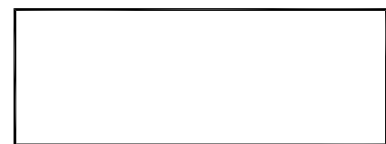


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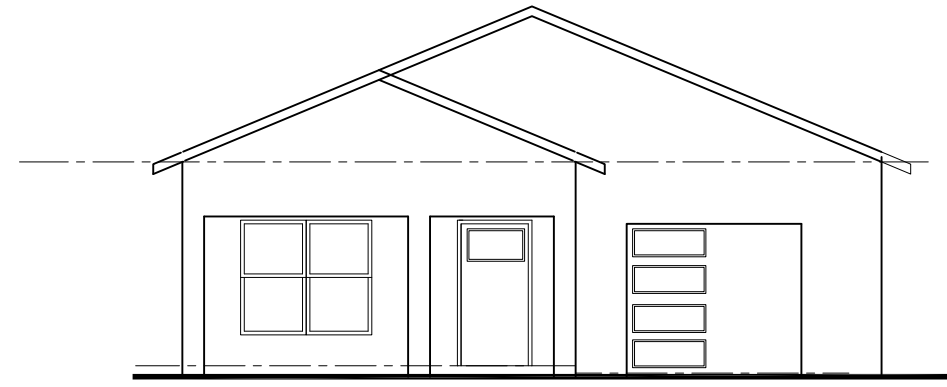


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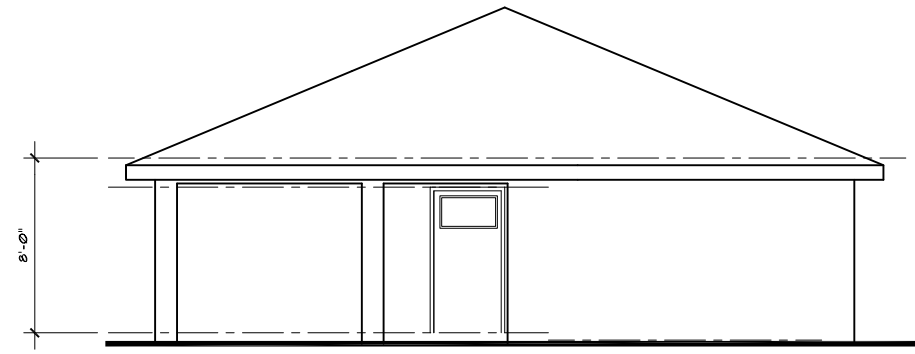
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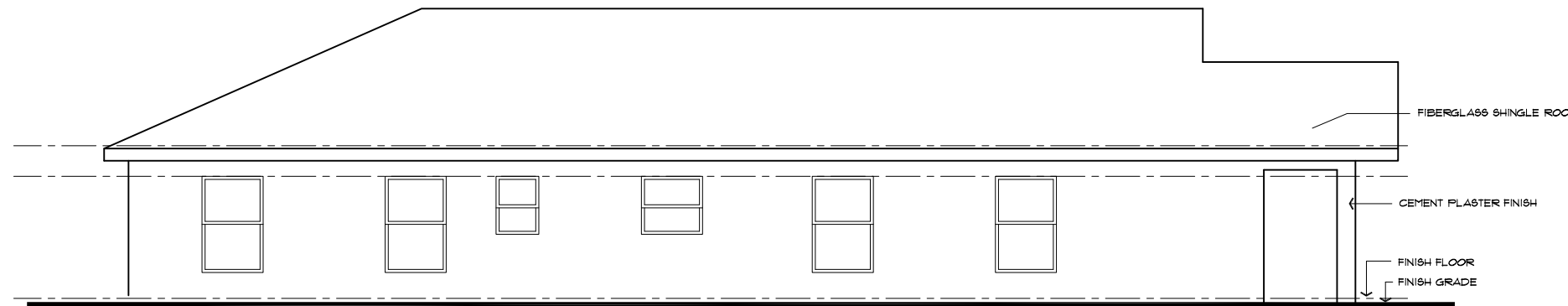
**LOT 2
EXTERIOR
ELEVATIONS**



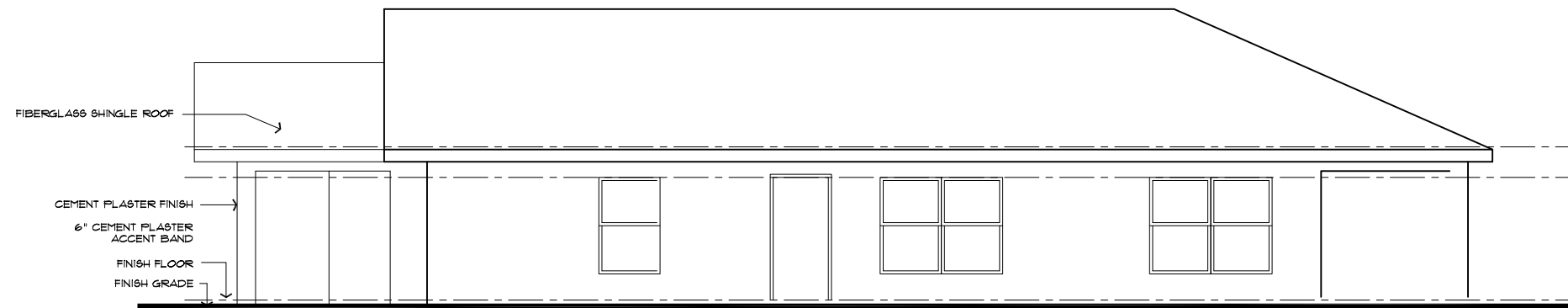
**LOT 2
FRONT ELEVATION**



REAR ELEVATION



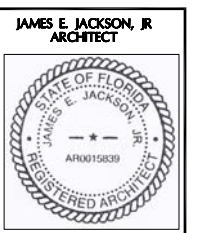
LEFT SIDE ELEVATION



RIGHT SIDE ELEVATION



JOB NUMBER	
ISSUE DATE	
DRAWN BY	J.E.J.
REVISIONS	
	△
	△
	△

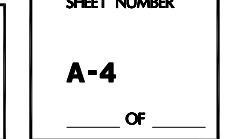


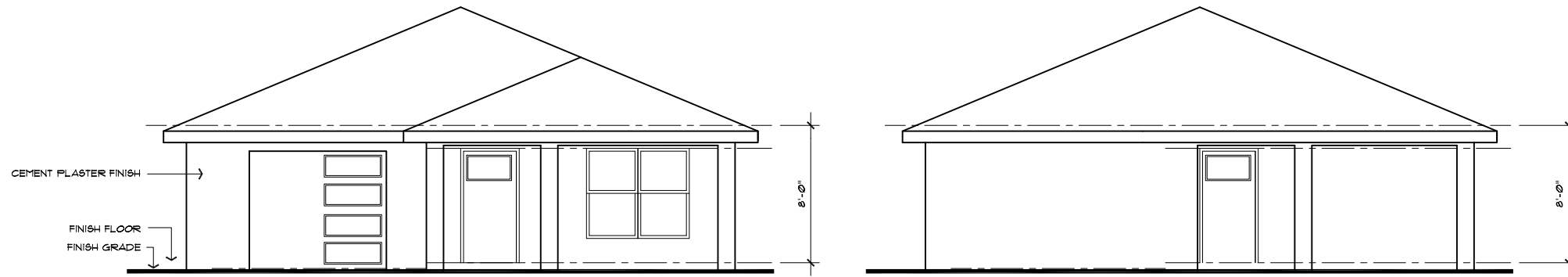
LICENSE #:	AR0015839
SHEET NUMBER	A-4
	OF

JAMES E. JACKSON, JR., A.I.A.
 4225 ALBERCA WAY SOUTH
 SAINT PETERSBURG FLORIDA 33712
 LICENSE #: AR0015839
 f: 727.864.1575 ph: 888.679.4654 e: jakfam6@msn.com
member: American Institute of Architects National Organization of Minority Architects



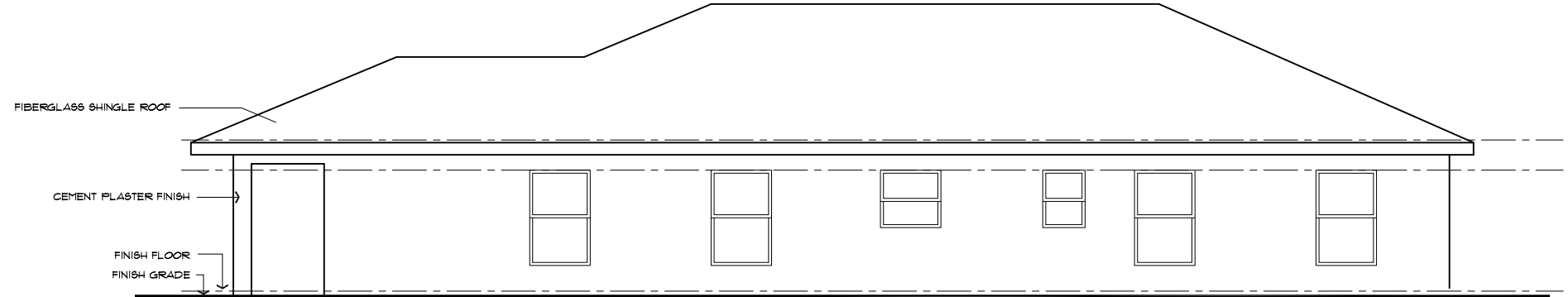
**LOT 3
EXTERIOR
ELEVATIONS**



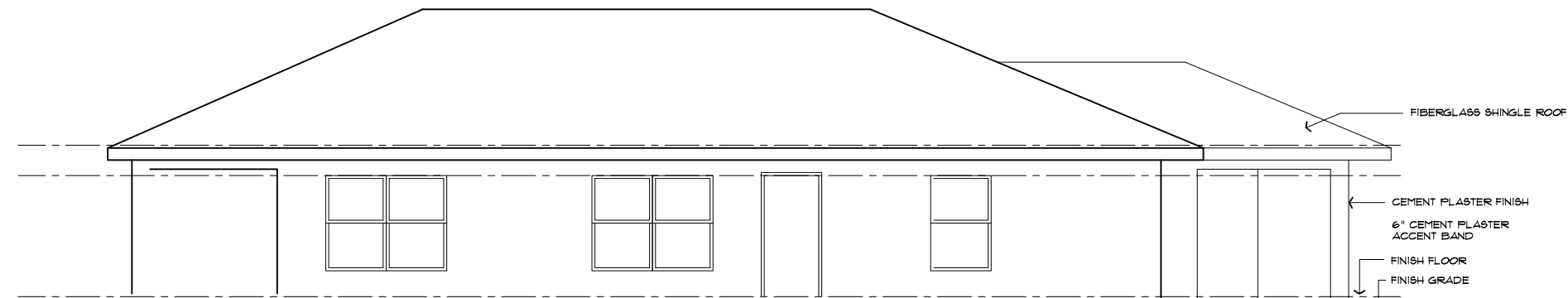


FRONT ELEVATION

REAR ELEVATION



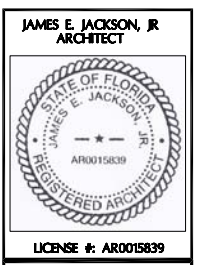
RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION

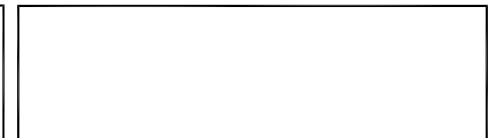


JOB NUMBER	
ISSUE DATE	
DRAWN BY	J.E.J.
REVISIONS	
	△
	△
	△



LICENSE #	AR0015839
SHEET NUMBER	A-5
	OF

JAMES E. JACKSON, JR., A.I.A.
 4225 ALBERCA WAY SOUTH
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 LICENSE #: AR0015839
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member American Institute of Architects National Organization of Minority Architects



**LOT 4
 EXTERIOR
 ELEVATIONS**



VARIANCE

NEIGHBORHOOD WORKSHEET

Applicants are strongly encouraged to obtain signatures in support of the proposal(s) from owners of property adjacent to or otherwise affected by a particular request.

NEIGHBORHOOD WORKSHEET	
Street Address:	Case No.:
Description of Request:	
The undersigned adjacent property owners understand the nature of the applicant's request and do not object (attach additional sheets if necessary):	
1. Affected Property Address:	3751 - 37 th Ave S
Owner Name (print):	John + Anne's ASbury Jr
Owner Signature:	<i>[Signature]</i>
2. Affected Property Address:	3717 31 st Ave
Owner Name (print):	Michael McElwain
Owner Signature:	<i>Michael McElwain</i>
3. Affected Property Address:	3755 30 th Ave S
Owner Name (print):	Emma Brunson
Owner Signature:	<i>Emma Brunson</i>
4. Affected Property Address:	3767 30 th Ave S
Owner Name (print):	LOUIS BROWN JR
Owner Signature:	<i>[Signature]</i>
5. Affected Property Address:	3027 30 th Ave S
Owner Name (print):	Armando Vagiero
Owner Signature:	<i>Armando Vagiero</i>
6. Affected Property Address:	3826 30 th Ave S
Owner Name (print):	<i>[Signature]</i>
Owner Signature:	<i>[Signature]</i>
7. Affected Property Address:	3811 30 th Ave S
Owner Name (print):	Brooke Hartman
Owner Signature:	<i>[Signature]</i>
8. Affected Property Address:	3847 30 th Ave S
Owner Name (print):	Brooke Hartman
Owner Signature:	<i>[Signature]</i>

VARIANCE

NEIGHBORHOOD WORKSHEET

Applicants are strongly encouraged to obtain signatures in support of the proposal(s) from owners of property adjacent to or otherwise affected by a particular request.

NEIGHBORHOOD WORKSHEET	
Street Address:	Case No.:
Description of Request:	
The undersigned adjacent property owners understand the nature of the applicant's request and do not object (attach additional sheets if necessary):	
1. Affected Property Address:	3901 30th Ave S
Owner Name (print):	Brooke Hewitt
Owner Signature:	<i>[Signature]</i>
2. Affected Property Address:	2901 38th St. SO.
Owner Name (print):	Georgia Johnson
Owner Signature:	<i>[Signature]</i>
3. Affected Property Address:	3783 29th Ave. SO.
Owner Name (print):	Walter J. Colbert Jr.
Owner Signature:	<i>[Signature]</i>
4. Affected Property Address:	3743 31st Ave S
Owner Name (print):	Brittany Holme
Owner Signature:	<i>[Signature]</i>
5. Affected Property Address:	3727 31st Ave S
Owner Name (print):	Shemik Hoar
Owner Signature:	<i>[Signature]</i>
6. Affected Property Address:	3790 09 AVE. S.
Owner Name (print):	Shawndell Adkins
Owner Signature:	<i>[Signature]</i>
7. Affected Property Address:	3800 30th AVE S
Owner Name (print):	JERRY W JOHNSON
Owner Signature:	<i>[Signature]</i>
8. Affected Property Address:	3761 31st Ave S
Owner Name (print):	Bibi Hassan
Owner Signature:	<i>[Signature]</i>



PUBLIC PARTICIPATION REPORT

Application No. _____

In accordance with LDR Section 16.70.040.1.F., "It is the policy of the City to encourage applicants to meet with residents of the surrounding neighborhoods prior to filing an application for a decision requiring a streamline review or public hearing. Participation in the public participation process prior to required public hearings will be considered by the decision-making official when considering the need, or request, for a continuance of an application. It is not the intent of this section to require neighborhood meetings, (except when the application is for a local historic district) but to encourage meetings prior to the submission of applications for approval and documentation of efforts which have been made to address any potential concerns prior to the formal application process."

NOTE: This Report may be updated and resubmitted up to 10 days prior to the scheduled Public Hearing.

APPLICANT REPORT

Street Address:

1. Details of techniques the applicant used to involve the public

(a) Dates and locations of all meetings where citizens were invited to discuss the applicant's proposal

NONE

(b) Content, dates mailed, and number of mailings; including letters, meeting notices, newsletters, and other publications

NONE

(c) Where residents, property owners, and interested parties receiving notices, newsletters, or other written materials are located

NONE

2. Summary of concerns, issues, and problems expressed during the process

NONE

NOTICE OF INTENT TO FILE

A minimum of ten (10) days prior to filing an application for a decision requiring Streamline or Public Hearing approval, the applicant shall send a copy of the application by email to the Council of Neighborhood Associations (CONA) (c/o Tom Lally at variance@stpetecon.org), by standard mail to Federation of Inner-City Community Organizations (FICO) (c/o Kimberly Frazier-Leggett at 3301 24th Ave. S., St. Pete 33712) and by email to all other Neighborhood Associations and/or Business Associations within 300 feet of the subject property as identified in the Pre-Application Meeting Notes. The applicant shall file evidence of such notice with the application.

Date Notice of Intent to File sent to Associations within 300 feet, CONA and FICO: JAN 26 - 22

Attach the evidence of the required notices to this sheet such as Sent emails.