



## PLANNING & DEVELOPMENT DEPARTMENT COMMUNITY DEVELOPMENT BOARD STAFF REPORT

**MEETING DATE:** September 16, 2025  
**AGENDA ITEM:** ID#25-0862  
**CASE:** FLD2025-06014  
**REQUEST:** Flexible Development approval for the conversion to a restaurant in the Tourist (T) District and the Destination Resort Character District of *Beach by Design* as a Comprehensive Infill Redevelopment Project for the property at 524 Mandalay Avenue. The building does not exceed 15 feet in height and includes five off-street parking spaces. Requested is flexibility for reduced off-street parking for the site based on a parking demand study. (Community Development Code Sections 2-803.D and 3-1401.C)

### GENERAL DATA:

*Agent*..... Krikor Kassarjian, Gulf Coast Consulting, Inc.  
*Owners*..... Tema Investments  
*Location*..... 524 Mandalay Avenue; northwest corner of Mandalay Avenue and Ambler Street.  
*Property Size*..... 0.19 acres  
*Future Land Use*..... Resort Facilities High (RFH)  
*Zoning*..... Tourist (T)  
*Special Area Plan*..... *Beach by Design (Destination Resort)*  
*Adjacent Zoning...* *North:* Tourist (T)  
*South:* Tourist (T)  
*East:* High Density Residential (HDR)  
*West:* Tourist (T)  
*Existing Land Use*..... Restaurant and Office  
*Proposed Land Use*..... Restaurant and Office

**BACKGROUND**

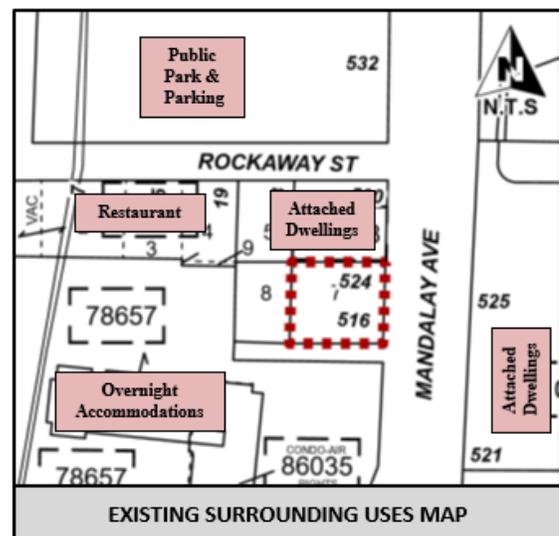
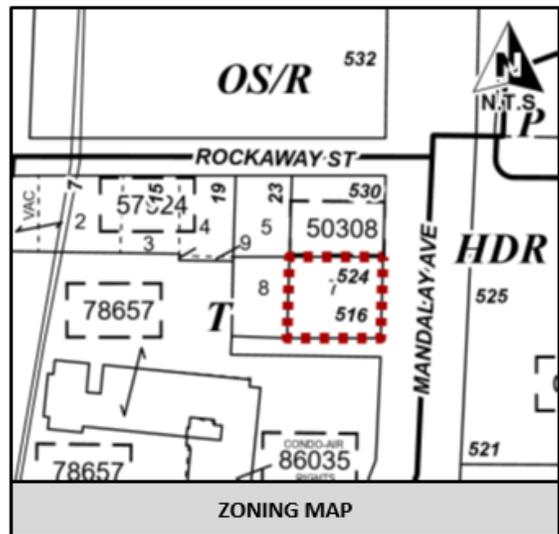
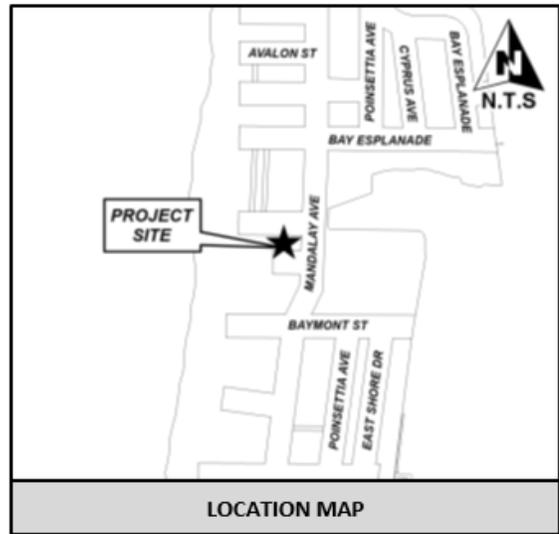
**Location and Existing Conditions:**

The 0.19-acre site is located on the west side of Mandalay Avenue at the northwest corner of Mandalay Avenue and Ambler Street with 87 feet of frontage along Mandalay Avenue and 100 feet of frontage along Ambler Street. The property is developed with a 3,985 square foot building constructed in 1953. Since February 2019, Sekushi Dumpling and Noodle Bar has occupied the northern 1,378 square foot portion of the building and a real estate office has occupied the southern 2,607 square foot portion of the building. There are seven existing off-street parking spaces which are located to the rear of the building with access to Ambler Street.

The project is located within the Tourist (T) District and the Destination Resort District of *Beach by Design* with a Resort Facilities High (RFH) future land use designation. The *Beach by Design* special area plan envisions the redevelopment of this area primarily with quality beachfront development which would serve as a catalyst for the revitalization and redevelopment of the beach north to Pier 60. The immediate vicinity is characterized by a variety of one- and two-story overnight accommodations, retail sales and services, restaurants, bars, and attached dwellings.

**Site History:**

- On March 20, 2012, the Community Development Board (CDB) approved FLD2011-12046 for Cork and Brew, a 1,378 square foot nightclub with an accessory outdoor café and 2,607 square feet of office area. The approval recognized all the non-conforming aspects of the property such as minimum lot size, minimum lot width, required setbacks, building height and requested a reduction in parking from a maximum of 24 parking spaces to six parking spaces. In 2013 a Business Tax Receipt, BTR-0039131, was obtained and after site improvements, there were seven off-street parking spaces provided. Cork and Brew operated until 2018. Although any change of use within the Tourist District typically requires additional Planning review through a FLS or FLD application, for unknown reasons in 2019 the subject tenant area was converted into a restaurant through BTR-0038535.
- On October 14, 2020, the CDB approved FLD2020-07017 which included a request for a rooftop addition to the existing restaurant with a building height of 24 feet and five off-street parking spaces. No improvements were constructed and this approval expired.



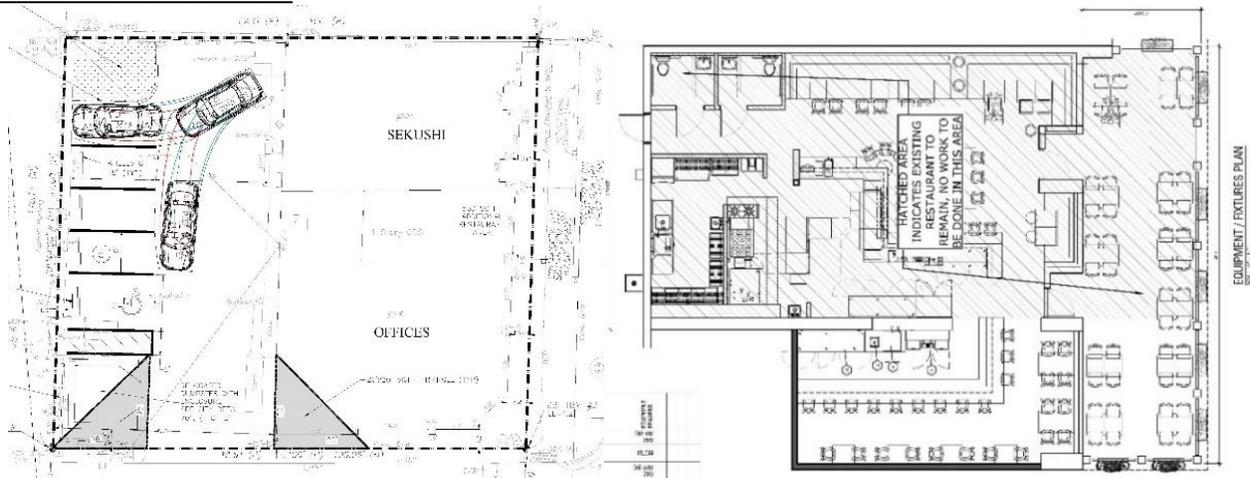
**Code Compliance Analysis:**

There are no active Code Compliance cases for the subject property.

**Development Proposal:**

The current proposal is to expand the existing restaurant through the conversion of the 530 square foot southern portion of the building previously utilized as offices. No new building area is proposed, and the existing building height of 13.4 feet will not be increased. As stated, the existing restaurant has an active Business Tax Receipt, BTR-0038535, with 65 seats - 37 seats inside and 28 seats outside, in conjunction with an outdoor café along Mandalay Avenue. The restaurant expansion proposes 28 additional seats inside and 16 additional seats outside as part of the expanded outdoor café along Mandalay Avenue. After modifications, the restaurant square footage will increase to 1,908 square feet and the office area will be reduced to 2,077 square feet. There are minor interior modifications proposed within the building, and some exterior improvements to the building in conjunction with the expansion of the outdoor seating area. Modification of the existing parking area is proposed west of the building and adjacent to Ambler Street and will result in a reduction of parking by two spaces. The trash enclosure will be relocated to the southern end of the lot and a new 198 square-foot landscape area will be provided at the northwest corner of the property. Vehicular access from Ambler Street and pedestrian access from Mandalay Avenue and Ambler Street will remain as existing.

Although the overall building area will not be increased in comparison with the 2012 approval, the change of use to allow the conversion to additional restaurant area, more than the 2019 conversion to a restaurant, is beyond the scope of what can be considered as a minor revision to a Level Two development approval. Pursuant to the CDC Section 4-406, there is an intensification of the usage of the building. Therefore, a new Level Two application is required to allow and memorialize the change of use through a Comprehensive Infill Redevelopment Project, consistent with CDC Section 2-803.D.

**Site Plan and Floor Plan:**

**East Elevation (Mandalay Avenue):****ANALYSIS****Comprehensive Plan:**

The proposal is supported by applicable Goals, Objectives and/or Policies of the City's Comprehensive Plan as follows:

**Future Land Use Plan Element:**

**Goal QP 3** Support the on-going transformation of the Downtown and Clearwater Beach Activity Centers as high intensity, walkable, and attractive regional centers for living, working, shopping, and entertainment.

**Objective QP 3.3** Continue to use *Beach by Design: A Preliminary Design for Clearwater Beach and Design Guidelines (Beach by Design)* to guide development, redevelopment, and placemaking on Clearwater Beach.

**Goal QP 5** Plan and regulate land use and development in the city to protect public health and safety and promote high quality development.

**Objective QP 5.3** Continue to promote redevelopment and infill development that is consistent and compatible with the surrounding properties.

**Policy QP 5.10.1** Continue to recognize tourism as a substantial economic base and support the enhancement of tourism throughout the city.

**Beach by Design: Special Area Plan Governing Clearwater Beach:**

In 2001, the city demonstrated through the creation of the special area plan, *Beach by Design*, that it recognizes the need for pedestrian-friendly development to create a vibrant active resort and waterfront destination serving tourists and locals alike. It is understood that a broad range of uses including hotels and motels, condominiums, retail sales and service, and restaurants contribute to the creation of the unique character and atmosphere that is Clearwater Beach. As indicated above, the site is in the Destination Resort District of *Beach by Design* which is envisioned to be an area of strategic revitalization and renovation in response to improving conditions on the balance of Clearwater Beach.

In short, *Beach by Design* specifically envisioned that the preferred form of redevelopment for this area is mixed use with resort residential and hospitality uses fronting the beach and retail, restaurant, and residential uses fronting on North Mandalay. However, the Destination Resort District does not feature

specific development standards beyond the Design Guidelines of *Beach by Design*. The project will not involve any new building square feet, and the proposed off-street parking area is supported through the applicant's Parking Demand Study. The exterior façade treatment and improvements to the parking area are subject to the Design Guidelines of *Beach by Design*. Furthermore, the Design Guidelines of *Beach by Design* provide that "Any issue not addressed in [the] Design Guidelines shall be governed by the requirements of the Community Development Code." Therefore, the hierarchy of applicability is as follows:

- The Design Guidelines supersede the requirements of the Community Development Code.
- The Community Development Code applies to development within the Destination Resort District when not in conflict with either the development parameters of the Destination Resort District and/or the Design Guidelines of *Beach by Design*.

Overall, the proposal will further the trend of quality redevelopment and/or improvements of properties along Mandalay Avenue and supports the envisioned character of the Destination Resort District.

**Community Development Code (CDC) Section 1-103. Purpose, Intent, Objectives:**

The proposal is supported by the general purpose, intent and basic planning objectives of this Code as follows:

*Section 1-103.B.1.* Allowing property owners to enhance the value of their property through innovative and creative redevelopment.

*Section 1-103.B.2.* Ensuring that development and redevelopment will not have a negative impact on the value of surrounding properties and wherever practicable promoting development and redevelopment which will enhance the value of surrounding properties.

*Section 1-103.B.3.* Strengthening the city's economy and increasing its tax base as a whole.

*Section 1-103.C.* It is the further purpose of this Development Code to promote economic development, neighborhood revitalization, and regional cooperation to sustain efforts through which development will protect regionally significant water and other environmental resources.

*Section 1-103.D.* It is the further purpose of this Development Code to make the beautification of the city a matter of the highest priority and to require that existing and future uses and structures in the city are attractive and well-maintained to the maximum extent permitted by law.

**Community Development Code Sections 2-801.1 - Maximum Development Potential:**

The property has a future land use designation of Resort Facilities High (RFH). This designation allows 30 attached or resort attached dwelling units per acre or 50 units of overnight accommodations per acre, a Floor Area Ratio (FAR) of 1.0 and an Impervious Surface Ratio (ISR) of 0.95. The existing 4,984 square foot building on the 0.19-acre site has an approximately 0.45 FAR and no change is proposed. The existing ISR is 0.98 and the proposed 198 square foot landscaping area in the northwest corner will reduce the ISR to 0.95 which is consistent with the maximum permitted ISR of 0.95.

**Community Development Code Section 2-803.D - Flexible Development Standards:**

As previously noted, a Comprehensive Infill Redevelopment Project in the Tourist District is required for this request because the restaurant component modifies and increases the intensity of the previous approval. As stated, the current proposal will alter the interior sizes of the existing building area. The Comprehensive Infill Redevelopment Project does not provide specific development standards e.g. lot area, width, setbacks and height, and specifies that the minimum off-street parking is determined by the Community Development Coordinator based on the specific use and/ or the ITE manual. For comparison, the CDC requires a minimum of 7 spaces per 1,000 square feet of restaurant and 3 spaces per 1,000 square feet of office building areas, respectively, in the Tourist District. Based on these ratios, 28 parking spaces would be required. However, based on the provided parking study, the proposed five off-street parking spaces onsite meet actual parking demand. The study concluded that of out the total 727 available parking spaces in the study area, a maximum of 376 spaces were occupied during any hour of the study period, and a minimum of 351 spaces remained available within reasonable walking distance consistent with CDC Section 3-1401.C. For context, restaurants and offices in the Tourist District would be permitted as a Level One, Flexible Standard Development, and where applicable, those standards are included as a point of reference. The site conditions are as follows:

DEVELOPMENT STANDARDS	LEVEL TWO COMPREHENSIVE INFILL REDEVELOPMENT PROJECT CDC Table 2-803	SITE CONDITIONS
<i>Minimum Lot Area and Width</i>	Not Specified	0.19 acres 87 feet (Mandalay Avenue) 100 feet (Ambler Street)
<i>Maximum Height</i>	Not Specified	13.4 feet
<i>Minimum Off-Street Parking</i>	Determined by the Community Development Coordinator based on specific use and/or ITE manual. The ITE manual	Five off-street parking spaces, including one ADA compliant space.
<i>Setbacks (in feet)</i>	Not Specified	Front (Mandalay Avenue - east): Zero feet, Front (Ambler Street - south): 3 feet; Side (west): 46.6 feet, Side (north): 0.7 feet

**Community Development Code Section 2-803.D - Comprehensive Infill Redevelopment Project Flexibility Criteria:**

DEVELOPMENT STANDARD	COMPLIANCE WITH STANDARD
<i>Section 2-803.D.1. The development or redevelopment is otherwise impractical without deviations from the use and/or development standards set forth in this zoning district.</i>	The project is impractical without the approval of the Comprehensive Infill Redevelopment project since the developable area of the property precludes the provision of the number of off-street parking spaces to meet requirements. As stated, the proposed changes are beyond the scope of projects which qualify for a Minor Modification to the prior Level Two approval.
<i>Section 2-803.D.2. The development or redevelopment will be consistent with the goals</i>	As previously stated, the proposal is consistent with the goals and policies of the Comprehensive

<p><i>and policies of the Comprehensive Plan, as well as with the general purpose, intent and basic planning objectives of this Code, and with the intent and purpose of this zoning district.</i></p>	<p>Plan and is consistent with the general purpose and objectives of the Code, and with the intent and purpose of the Tourist District.</p>
<p><i>Section 2-803.D.3. The development or redevelopment will not impede the normal and orderly development and improvement of surrounding properties.</i></p>	<p>The conversion of 530 square feet of existing office space to a restaurant will have no impact on the normal and orderly development of surrounding properties, as no new building area is proposed and improvements to the parking area will enhance the area. The property has existed with reduced parking since 2011, and the anticipated demands of the project will be satisfied as assessed by the approved parking demand study.</p>
<p><i>Section 2-803.D.4. Adjoining properties will not suffer substantial detriment as a result of the proposed development.</i></p>	<p>Adjacent properties include businesses such as overnight accommodations, resort attached dwellings, and attached dwellings, as well as retail sales and service uses, which will benefit from an expanded restaurant. The expansion is not anticipated to impact the surrounding uses.</p>
<p><i>Section 2-803.D.5.a.-f. The proposed use shall otherwise be permitted by the underlying future land use category, be compatible with adjacent land uses, will not substantially alter the essential use characteristics of the neighborhood; and shall demonstrate compliance with one or more of the following objectives:</i></p> <p><i>a. The proposed use is permitted in this zoning district as a minimum standard, flexible standard or flexible development use;</i></p> <p><i>b. The proposed use would be a significant economic contributor to the city's economic base by diversifying the local economy or by creating jobs;</i></p> <p><i>c. The development proposal accommodates the expansion or redevelopment of an existing economic contributor;</i></p> <p><i>d. The proposed use provides for the provision of affordable housing;</i></p> <p><i>e. The proposed use provides for development or redevelopment in an area that is characterized by other similar development and where a land</i></p>	<p>a. The proposed restaurant expansion and existing office space are flexible standard uses in the T zoning district and are compatible with adjacent land uses.</p> <p>b./c. While not an economic contributor, the project will create jobs and is an economic contributor.</p> <p>d. The project does not include affordable housing.</p> <p>e. The project does not require a land use plan amendment or a rezoning.</p>

<p><i>use plan amendment and rezoning would result in a spot land use or zoning designation; or f. The proposed use provides for the development of a new, and/or preservation of a working waterfront use.</i></p>	<p>f. The property is not a waterfront parcel.</p>
<p><i>Section 2-803.D.6.a.-e. Flexibility with regard to use, lot width, required setbacks, height and off-street parking are justified based on demonstrated compliance with all of the following design objectives:</i></p> <p><i>a. The proposed development will not impede the normal and orderly development and improvement of the surrounding properties for uses permitted in this zoning district;</i></p> <p><i>b. The proposed development complies with applicable design guidelines adopted by the city;</i></p> <p><i>c. The design, scale and intensity of the proposed development supports the established or emerging character of an area;</i></p> <p><i>d. In order to form a cohesive, visually interesting and attractive appearance, the proposed development incorporates a substantial number of the following design elements:</i></p> <ul style="list-style-type: none"> <li>• <i>Changes in horizontal building planes;</i></li> <li>• <i>Use of architectural details such as columns, cornices, stringcourses, pilasters, porticos, balconies, railings, awnings, etc.;</i></li> <li>• <i>Variety in materials, colors and textures;</i></li> <li>• <i>Distinctive fenestration patterns;</i></li> <li>• <i>Building setbacks; and</i></li> <li>• <i>Distinctive roof forms.</i></li> </ul> <p><i>e. The proposed development provides for appropriate buffers, enhanced landscape design and appropriate distances between buildings.</i></p>	<p>Flexibility pertaining to the parking demand is justified based on compliance with the applicable design objectives. The submitted parking demand study and the traffic assessment for the restaurant conversion were reviewed and approved by traffic engineering staff.</p> <p>a. The proposed redevelopment will not impede the orderly development of the properties in the surrounding area.</p> <p>b. The proposed redevelopment complies with applicable design requirements of <i>Beach by Design</i> and the Destination Resort District.</p> <p>c./d. The design, scale and intensity of the redevelopment support the established character of the area and the exterior design improvements for the outdoor seating area form a cohesive appearance, consistent with the design of the existing restaurant’s exterior seating area.</p> <p>e. The proposed redevelopment provides appropriate landscape improvements near the west side of the property through the provision of additional shrubs and trees.</p>

**Community Development Code Section 3-914. General Applicability Standards:**

The proposal supports the General Applicability standards of this Code as follows.

GENERAL APPLICABILITY STANDARDS	FINDINGS
<p><i>Section 3-914.A.1. The proposed development of the land will be in harmony with the scale, bulk, coverage, density and</i></p>	<p>The scale and bulk of the existing development is not changing with this proposal as the building will remain</p>

<i>character of adjacent properties in which it is located.</i>	with the only exterior changes being landscape improvements and façade improvements.
<i>Section 3-914.A.2. The proposed development will not hinder or discourage development and use of adjacent land and buildings or significantly impair the value thereof.</i>	The proposal will not hinder or significantly impair the value development on adjacent properties. The surrounding properties are developed with a variety of uses which are consistent with the proposed conversion. Further, the proposed exterior modifications will enhance the adjacent land and buildings.
<i>Section 3-914.A.3. The proposed development will not adversely affect the health or safety of persons residing or working in the neighborhood.</i>	The conversion of existing offices into an additional restaurant area in an area characterized by tourist supported uses such as restaurants, retail sales and service uses and bars will not materially affect the health or safety of persons in the area.
<i>Section 3-914.A.4. The proposed development is designed to minimize traffic congestion.</i>	The proposal will continue to utilize the existing vehicular access to Ambler Street to the south. Further, the parking demand study and the traffic analysis have been reviewed and approved by Public Works staff. The parking study detailed how the number of parking spaces proposed will support the building area utilized by proposed mix of uses and the traffic assessment concluded that there was minimal impact.
<i>Section 3-914.A.5. The proposed development is consistent with the community character of the immediate vicinity.</i>	The proposal is consistent with the community character of surrounding hotels, motels and other commercial uses in the immediate vicinity. Further, the proposed expanded outdoor café along Mandalay Avenue will blend in with the existing outdoor café and the improvements to the parking area will include landscaping and a new trash enclosure which will provide positive changes to the property and the immediate area.
<i>Section 3-914.A.6. The design of the proposed development minimizes adverse effects, including visual, acoustic and olfactory and hours of operation impacts on adjacent properties.</i>	The proposal will be consistent with the existing restaurant and therefore any visual and acoustic impacts will be minimal. There are no proposed changes to the existing restaurant operations, including the hours of operation.

**RECOMMENDATION**

The Development Review Committee (DRC) reviewed the application and supporting materials at the DRC meeting of August 7, 2025. The Planning and Development Department, having reviewed all materials submitted by the applicant and the requirements of the Community Development Code, recommends the following findings of facts and conclusions of law.

**Recommended Findings of Fact**

1. The 0.19-acre site is located on the west side of Mandalay Avenue at the northwest corner of Mandalay Avenue and Ambler Street.
2. The property is in the Destination Resort District of *Beach by Design* and the Tourist (T) District with the consistent Resort Facilities High (RFH) future land use designation.

3. The project site is comprised of one parcel of 8,690 square feet in area with a frontage of 87 feet along Mandalay Avenue and 100 feet along Ambler Street.
4. The proposal includes an existing building with front setbacks of zero feet to the east adjacent to Mandalay Avenue and three feet to the south adjacent to Ambler Street, and side setbacks of zero feet to the north and one foot to the west.
5. The parcel was in existence prior to May 1, 1988, and was not in common ownership with any contiguous property on that date, but there is no minimum lot size requirement for Comprehensive Infill Redevelopment Projects in this zoning district.
6. The proposal includes a restaurant and offices with an ISR of 0.95 and an existing FAR of 0.45.
7. The proposal includes five onsite off-street parking spaces, which have been determined to be in compliance with ITE Manual standards for the combination of restaurant and offices.
8. The existing and proposed building materials and design creates a form which enhances the community character of the surrounding vicinity and is consistent with the Destination Resort District of *Beach by Design*.
9. There are no active Code Compliance cases.

### **Recommended Conclusions of Law**

1. The development proposal is consistent with the applicable components of the City's Comprehensive Plan.
2. The development proposal is consistent with the Destination Resort provisions of *Beach by Design*.
3. The development proposal is consistent with the Design Guidelines of *Beach by Design*.
4. The development proposal is consistent with the Flexible Development standards pursuant to CDC Tables 2-801.1 and 2-803.
5. The development proposal is consistent with the Flexibility Criteria pursuant to CDC Section 2-803.D.
6. The development proposal is consistent with the General Standards for Level One and Two Approvals pursuant to CDC Section 3-914.A.

Based on the above recommended findings of fact and conclusions of law, the Planning and Development Department recommends **APPROVAL** of application FLD2025-06014, subject to the following conditions:

### **Conditions of Approval**

#### ***General/Miscellaneous Conditions***

1. An application for a building construction permit shall be submitted no later than September 16, 2026, unless time extensions are granted pursuant to CDC Section 4-407.
2. A business tax receipt shall be obtained and maintained in order for the business to operate.
3. An annual outdoor café and dog-friendly dining approval, as applicable, shall be obtained and maintained in order to allow the operation of an outdoor café and/ or dog-friendly dining.
4. All applicable state or federal permits shall be obtained for the subject project prior to the commencement of development as defined under Fla. Stat. § 380.04.
5. The final design and materials shall be consistent with the conceptual design approved by the Community Development Coordinator to the satisfaction of Planning & Development (Development Review) staff.
6. Acknowledge that each condition of approval will be met with any applicable permit submittal subject to any applicable timing requirement to the satisfaction of City Staff.

#### ***Engineering***

7. All irrigation systems shall be connected to the city reclaimed water system where available per Clearwater Code of Ordinances, Article IX., Reclaimed Water System, Section 32.376 to the satisfaction of Public Works (Engineering) Staff.

8. Right-of-way permits shall be obtained for all work within the City's right-of-way to the satisfaction of Public Works (Engineering) Staff.

#### Public Utilities

9. The contractor shall exercise extreme caution when excavating in proximity of all utilities since the existing utility locations shown on the plans are not exact or guaranteed

### **Timing Conditions - Prior to Issuance of Permit, Excluding Demolition, and Clearing, and Grubbing**

#### Traffic Engineering

10. Pursuant to CDC Section 3-904, to minimize traffic hazards at street or driveway intersections, no structure or landscaping may be installed which will obstruct views at a level between 30 inches above grade and eight feet above grade within sight visibility triangles.
11. All sub-standard sidewalks and sidewalk ramps adjacent to or a part of the project shall be shown on plans to be improved to meet the requirement of Local, State and/or Federal standards including A.D.A. requirements (truncated domes per FDOT Index #304) to the satisfaction of Engineering Staff.
12. The provision of fill, the fit, finish, materials, installation methodology of any sidewalks to be placed in any right-of-way be coordinated with and approved by Engineering Staff.

#### Planning

13. The method for screening any mechanical equipment pursuant to CDC Section 3-204.D. shall be shown on the building permit plans to the satisfaction of Planning and Development (Development Review) Staff.
14. The location and visibility of electric equipment (electric panels, boxes, and meters) shall be reviewed and, if located exterior to buildings where visible from any street frontage, be shown on the plans to be painted the same color as the portion of the building to which such features are attached to the satisfaction of Planning and Development (Development Review) Staff.

#### Stormwater

15. Per City of Clearwater Stormwater Drainage Criteria, construction plans shall show proposed lot grading including directing runoff to the designed destination to the satisfaction of Public Works (Stormwater Engineering) Staff, and said grading plan, when implemented, shall not adversely impact adjoining properties.
16. A site plan and drainage calculations be submitted which include Stormwater treatment for the areas of the site being disturbed by any proposed sitework per City of Clearwater Stormwater Design Criteria Manual to the satisfaction of Engineering Staff.

#### Environmental

17. Erosion control measures shall be shown on plan sheet(s) and provide notes detailing erosion control methods to the satisfaction of Public Works (Environmental) Staff. All silt fencing and other erosion control measures will be installed prior to commencement of site work and maintained throughout the project.

#### Land Resources

18. All landscape plan(s), if applicable, shall provide a statement that shell, rock, gravel, and any similar materials are not acceptable landscape materials per CDC 3-1204.B to the satisfaction of Planning and Development (Land Resources) Staff.
19. All landscaped areas must be covered with shrubs, ground cover, turf, three inches of organic mulch or other suitable material which permits percolation. Where mulch is used, it must be protected from washing out of the planting bed. Inorganic mulch, such as gravel or rock, should only be used where washouts occur. Plastic sheets/ weed barriers shall not be installed under mulches.

Public Utilities

20. The contractor is to verify locations of existing sanitary sewer lateral and inspect condition of pipes. If a new pipe is warranted, coordinate with the city regarding any proposed new connections and/ or lateral abandonment processes.
21. The new clean-out(s) shall be placed behind sidewalks and shall follow city standard details.

Solid Waste

22. Provide a dumpster enclosure consistent with Ordinance Section 32.284, waste receptacle, index 701, to the satisfaction of Solid Waste Staff.

**Timing Conditions – Prior to Issuance of Certificate of Occupancy**

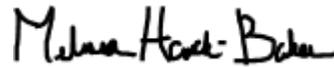
Planning

23. The project shall pass a landscape final to the satisfaction of Planning and Development (Land Development Arborist) Staff.

Engineering

24. All sod, sidewalk, curb and sprinkler damage, if any, within the right-of-way shoulder shall be repaired or replaced prior to Engineering final inspection.

Prepared by Planning and Development Department Staff:



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Melissa Hauck-Baker, Planner III

ATTACHMENTS: Resume, Photographs

Melissa Hauck-Baker, AICP, NJPP  
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Clearwater, Florida 33756  
727.562.4567 x2855  
[melissa.hauck-baker@myclearwater.com](mailto:melissa.hauck-baker@myclearwater.com)

## PROFESSIONAL EXPERIENCE

- **Senior Planner, Development Review Division**

City of Clearwater, FL

July 2013 – Present

Provide professional urban planning services to citizens, City Officials and businesses regarding Land Development Review procedures and legal requirements of the Community Development Code for the City. Assist in the day to day planning and zoning operations as well as long range planning initiatives, interdepartmental cooperation and assistance. Conduct plan reviews, site investigations, report preparation, meeting attendance and presentation of findings as relating to proposed development projects and required regulatory review procedures.

- **Professional Planner Consultant**

City of Clearwater, FL

March 2010 to June 2013

Provide consulting services to clients as requested for various residential and commercial scale projects as relating to the necessary zoning and planning review processes required by the specific governing entity. Supervise the preparation of reports and plans, conduct site visits, attend and present findings at municipal and all related public meetings, coordinate with applicant, various municipal staff and related professional consultants.

- **Senior Associate**

January 2005 to March 2010

- **Project Manager**

KEPG, LLC, Atlantic City, NJ

April 2001 to January 2005

Oversee consulting services provided to municipal clients in the area of zoning, planning, master planning and redevelopment planning. Review all proposed projects before any required municipal board, authority and commission as well as any additional jurisdictional requirement of other local, state and federal entities. Provide professional guidance regarding planning and zoning concepts, zoning ordinance development, urban design issues, master plans, and redevelopment plans as outlined within the New Jersey Municipal Land Use Law. Supervise the preparation of reports and plans, conduct site visits, attend and present findings at municipal and all related public meetings, coordinate with firm staff, various municipal staff and related consultants to effectuate an efficient and thorough review process.

- **Zoning Administrator**

June 1998 to April 2001

- **City Planner**

November 1994 to May 1998

- **Historic Preservation Specialist**

City of Reading, PA

September 1993 to October 1994

Staff liaison and administrator to the Zoning Hearing Board, Planning Commission, Historic Architectural Review Board, Reading Redevelopment Authority and Fine Arts Board. Enforcement, interpretation and regulatory cooperation of the following ordinances; subdivision, land development, historic preservation, redevelopment and zoning. Provide assistance with downtown, neighborhood, comprehensive master plan, parks, recreation, and public property planning. Conduct site inspections, process violations, and pursue cases through the court system. Assist with review of proposed development projects in conjunction with planning, engineering, and building code staff as well as with the preparation of the Comprehensive Master Plan. Generate graphics for various presentations as required by the department.

## EDUCATION

Bachelor of Landscape Architecture, Magna Cum Laude, State University of New York, Syracuse, 1993

## LICENSES AND ASSOCIATION MEMBERSHIPS

American Institute of Certified Planners #023351 (2009 to Present) American Planning Association (2001 to Present)

Florida Chapter (2013 to Present) New Jersey Chapter (2001 to 2012)

Licensed New Jersey Professional Planner #33LJ00609500 (2009 to Present)



**Facing west along Mandalay Avenue at the existing building**



**Facing north along Mandalay Avenue at the existing building**



**Facing south along Mandalay Avenue at the intersection with Ambler Street**



**Facing north along Mandalay Avenue towards the intersection with Rockaway Street**



**Facing west along Ambler Street.**



**Facing northwest into the existing parking area behind the building.**

**524 Mandalay Avenue  
FLD2025-06014**