

**NOTICE OF HEARING
MUNICIPAL CODE ENFORCEMENT BOARD
CITY OF CLEARWATER, FLORIDA
Case 191-25**

**Certified Mail
November 7, 2025**

**Owner: Richard & Nicole Pendleton
3268 San Mateo St.
Clearwater, FL 33759-3630**

**Violation Address: 3268 San Mateo St.
09-29-16-20826-000-5440**

Dear Sir/Madam:

You are hereby formally notified that on **Wednesday, December 17, 2025, at 1:30 p.m.** there will be a public hearing before the Municipal Code Enforcement Board in the Council Chambers, Clearwater Main Library at 100 North Osceola Avenue, Clearwater, Florida, concerning violation of Section(s) **4-203.A.1, & Article IV 47.083(2)** of the Clearwater City Code. (See attached Affidavit(s) of Violation).

You are hereby ordered to appear before the Municipal Code Enforcement Board on the hearing date to answer these charges and to present your side of the case. Failure to appear may result in the Board proceeding in your absence. You have the right to obtain an attorney, at your own expense, to represent you before the Board. If you are absent but represented at the hearing, your representative must present to the Board your letter authorizing your representative to speak on your behalf. You will have the opportunity to present witnesses as well as question witnesses against you prior to the Board making a determination. Please be prepared to present evidence at the hearing concerning the amount of time necessary to correct the alleged violations should you be found to be in violation of the City Code.

The case shall be presented to the Board even if the violations described in the attached Affidavit(s) of Violation are corrected prior to the Board hearing.

Should you be found in violation of the City Code, the Municipal Code Enforcement Board has the power by law to levy fines of up to \$250 a day per violation against you and your property for every day each violation continues beyond the date set for compliance in an Order of the Board.

If you wish to have any witnesses subpoenaed, please contact the Secretary of the Municipal Code Enforcement Board within five (5) days at 727-444-7155. If you have any questions regarding the cited violations or if the violations are corrected prior to the hearing, please contact the Inspector whose name appears on the Affidavit(s) of Violation.

Sincerely,



SECRETARY TO THE MUNICIPAL CODE ENFORCEMENT BOARD

The Municipal Code Enforcement Board was created pursuant to General Act 80-300, General Laws of Florida, 1979, and Ordinance 2169-80 of the City of Clearwater.

The City of Clearwater strongly supports and fully complies with the Americans with Disabilities Act (ADA). Please advise us at least 48 hours prior to the hearing if you require special accommodations at 727-562-4090. Assisted Listening Devices are available. **Kindly refrain from private conversations, cellular phone use, etc. that distract meeting participants.**

Any party may appeal a final order of this Board by filing an appeal with the Circuit Court within 30 days of entry of the order. Appellants need a record of proceedings; a verbatim record of testimony and evidence that is the basis for the appeal may be required. F.S. § 286.0105, CDC Sec 7-104

MUNICIPAL CODE ENFORCEMENT BOARD OF THE CITY OF CLEARWATER, FLORIDA

AFFIDAVIT OF VIOLATION AND REQUEST FOR HEARING

City Case Number: SWO2024-05012

NAME OF VIOLATOR: RICHARD PENDLETON
MAILING ADDRESS: 3268 SAN MATEO ST
CLEARWATER, FL, 33759-3630

VIOLATION ADDRESS: 3268 SAN MATEO ST

LEGAL DESCRIPTION OF PROPERTY: See "Exhibit "A", Pinellas County Property Records Printout, attached, for legal description

PARCEL #: 09-29-16-20826-000-5440

DATE OF INSPECTION: 7/28/2025 8:50:00 AM

SECTION(S) OF THE CITY CODE WHICH HAVE BEEN VIOLATED: CODE SECTION VIOLATED

4-203.A.1 - No person shall commence any construction, demolition, modification or renovation of a building or structure without first obtaining a building permit.

Article IV - 47.083(2) - Work commencing before permit issuance.



Catherine Reese

STATE OF FLORIDA
COUNTY OF PINELLAS

SWORN AND SUBSCRIBED before me by means of _____ physical presence or _____ online notarization on this 7th day of October, 2025, by Catherine Reese.

- PERSONALLY KNOWN TO ME
- PRODUCED AS IDENTIFICATION

_____ Type of Identification

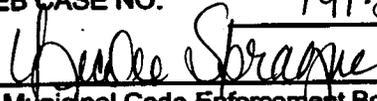
(Notary Signature)

Name of Notary (typed, printed, stamped)

FILED THIS 5th DAY OF November, 2025

MCEB CASE NO.

191-25



Secretary, Municipal Code Enforcement Board



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT
POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748
MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
TELEPHONE (727) 562-4567 FAX (727) 562-4576

NOTICE OF VIOLATION

SWO2024-05012

RICHARD PENDLETON
3268 SAN MATEO ST
CLEARWATER, FL 33759-3630

ADDRESS OR LOCATION OF VIOLATION: **3268 SAN MATEO ST**
LEGAL DESCRIPTION: DEL ORO GROVES LOTS 544, 545 AND 546

DATE OF INSPECTION: 05/27/2025 PARCEL: 09-29-16-20826-000-5440

Section of City Code violated:

4-203.A.1 - No person shall commence any construction, demolition, modification or renovation of a building or structure without first obtaining a building permit.

Article IV - 47.083(2) - Work commencing before permit issuance.

Specifically, Permit for pavers installed without permit is not complete due to revisions needed and no compliance. Contact Planning & Development to complete permit out. Stop work order remains until permit is issued and finalized.

**PERMIT(S) MUST BE OBTAINED TO AVOID ANY FURTHER LEGAL ACTION.
FINES UP TO \$250 PER DAY MAY BE IMPOSED FOR NON-COMPLIANCE.**

THIS VIOLATION CITED ABOVE MUST BE CORRECTED PRIOR TO 6/16/2025. FAILURE TO CORRECT THE ABOVE LISTED VIOLATION BY THE DATE INDICATED, OR RECURRENCE OF THE VIOLATION AFTER CORRECTION, WILL RESULT IN A LEGAL ACTION BY THE CODE ENFORCEMENT BOARD OF THE CITY OF CLEARWATER OR BY THE PINELLAS COUNTY COURT. SUCH ACTION MAY RESULT IN A FINE. THE ALLEGED VIOLATOR MAY BE LIABLE FOR THE REASONABLE COSTS OF THE INVESTIGATION, PROSECUTION AND THE ADMINISTRATIVE HEARING SHOULD THIS PERSON BE FOUND GUILTY OF THE VIOLATION.

Catherine Reese
Code Inspector

DATE MAILED: 5/27/2025
INSPECTOR: Catherine Reese
INSPECTOR TELEPHONE: 727-224-7143
CC: 9589071052702276534156



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT
POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748
MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
TELEPHONE (727) 562-4567 FAX (727) 562-4576

NOTICE OF VIOLATION

SWO2024-05012

RICHARD PENDLETON
3268 SAN MATEO ST
CLEARWATER, FL 33759-3630

ADDRESS OR LOCATION OF VIOLATION: **3268 SAN MATEO ST**

LEGAL DESCRIPTION: DEL ORO GROVES LOTS 544, 545 AND 546

DATE OF INSPECTION: 06/16/2025

PARCEL: 09-29-16-20826-000-5440

Section of City Code violated:

4-203.A.1 - No person shall commence any construction, demolition, modification or renovation of a building or structure without first obtaining a building permit.

Article IV - 47.083(2) - Work commencing before permit issuance.

Specifically, Permit for pavers installed without permit is not complete due to revisions needed and no compliance. Contact Planning & Development to complete permit out. Stop work order remains until permit is issued and finalized.

**PERMIT(S) MUST BE OBTAINED TO AVOID ANY FURTHER LEGAL ACTION.
FINES UP TO \$250 PER DAY MAY BE IMPOSED FOR NON-COMPLIANCE.**

THIS VIOLATION CITED ABOVE MUST BE CORRECTED PRIOR TO 7/8/2025. FAILURE TO CORRECT THE ABOVE LISTED VIOLATION BY THE DATE INDICATED, OR RECURRENCE OF THE VIOLATION AFTER CORRECTION, WILL RESULT IN A LEGAL ACTION BY THE CODE ENFORCEMENT BOARD OF THE CITY OF CLEARWATER OR BY THE PINELLAS COUNTY COURT. SUCH ACTION MAY RESULT IN A FINE. THE ALLEGED VIOLATOR MAY BE LIABLE FOR THE REASONABLE COSTS OF THE INVESTIGATION, PROSECUTION AND THE ADMINISTRATIVE HEARING SHOULD THIS PERSON BE FOUND GUILTY OF THE VIOLATION.

Catherine Reese
Code Inspector

DATE MAILED: 6/16/2025
INSPECTOR: Catherine Reese
INSPECTOR TELEPHONE: 727-224-7143
CC: 9589071052702276532732



CITY OF CLEARWATER

PLANNING & DEVELOPMENT DEPARTMENT
POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748
MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 33756
TELEPHONE (727) 562-4567 FAX (727) 562-4576

NOTICE OF VIOLATION

SWO2024-05012

RICHARD PENDLETON
3268 SAN MATEO ST
CLEARWATER, FL 33759-3630

ADDRESS OR LOCATION OF VIOLATION: **3268 SAN MATEO ST**

LEGAL DESCRIPTION: DEL ORO GROVES LOTS 544, 545 AND 546

DATE OF INSPECTION: 07/08/2025

PARCEL: 09-29-16-20826-000-5440

Section of City Code violated:

4-203.A.1 - No person shall commence any construction, demolition, modification or renovation of a building or structure without first obtaining a building permit.

Article IV - 47.083(2) - Work commencing before permit issuance.

Specifically, FINAL NOTICE

Permit for pavers installed without permit is not complete due to revisions needed and no compliance. Contact Planning & Development to complete permit out. Stop work order remains until permit is issued and finalized.

**PERMIT(S) MUST BE OBTAINED TO AVOID ANY FURTHER LEGAL ACTION.
FINES UP TO \$250 PER DAY MAY BE IMPOSED FOR NON-COMPLIANCE.**

THIS VIOLATION CITED ABOVE MUST BE CORRECTED PRIOR TO 7/28/2025. FAILURE TO CORRECT THE ABOVE LISTED VIOLATION BY THE DATE INDICATED, OR RECURRENCE OF THE VIOLATION AFTER CORRECTION, WILL RESULT IN A LEGAL ACTION BY THE CODE ENFORCEMENT BOARD OF THE CITY OF CLEARWATER OR BY THE PINELLAS COUNTY COURT. SUCH ACTION MAY RESULT IN A FINE. THE ALLEGED VIOLATOR MAY BE LIABLE FOR THE REASONABLE COSTS OF THE INVESTIGATION, PROSECUTION AND THE ADMINISTRATIVE HEARING SHOULD THIS PERSON BE FOUND GUILTY OF THE VIOLATION.

Catherine Reese
Code Inspector

DATE MAILED: 7/8/2025
INSPECTOR: Catherine Reese
INSPECTOR TELEPHONE: 727-224-7143
CC: 958907105270227653550

Section 4-203. Building permit.

A. *Permit required.*

- 1. No person shall commence any construction, demolition, modification or renovation of a building or structure without first obtaining a building permit.**
- 2. No seawall, bulkhead, groin, marine improvement, bridge or other similar marine structure shall be built within the city until the building official has issued a building permit for such work.**
- 3. A building permit shall authorize only the use, arrangement and/or construction described in Level One and Two approvals and no other use, arrangement or construction.**
- 4. Complete engineering and architectural plans for each component of a development project shall be required to be submitted prior to the issuance of a building permit. For any phased project, such plans shall be required for each phase of the development.**

B. *Procedure:* All applications for building permits shall be submitted in a form required by this Development Code and the building official. Upon receipt of an application, including a declaration of unity of title, in accordance with Article 4 Division 16, the building official shall forward a copy to the community development coordinator in order to determine whether the application conforms to an approved Level One or Level Two approval. Upon receipt of the determination of the community development coordinator, the building official shall determine whether the application conforms to all applicable requirements contained in the building code. If the building official determines that the application does conform, the building permit shall be issued. If the building official determines that the application does not conform, he shall identify the application's deficiencies and deny the application.

C. *Appeal:* A denial of a building permit may be appealed in the manner provided in Article 4 Division 5.

(Ord. No. 6526-00, § 1, 6-15-00)

SENDER: COMPLETE THIS SECTION

- 1. Complete items 1, 2, and 3.
- 2. Print your name and address on the reverse so that we can return the card to you.
- 3. Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Richard Pendleton
 3268 San Mateo St
 Clearwater, FL 34754



9590 9402 8222 3030 3869 71

2. Article Number (Transfer from service label)

9589 0710 5270 2276 5341 56

PS Form 3811, July 2020 PSN 7530-02-000-9008

COMPLETE THIS SECTION IN DELIVERY

A. Signature *[Handwritten Signature]* Agent
 Addressee
 B. *[Handwritten Signature]* Date of Delivery *[Handwritten Date]*
 C. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

5-3025

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Domestic Return Receipt

SENDER COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Richard Pendleton
 3268 San Mateo St
 Clearwater, FL 34759



9590 9402 8222 3030 3869 71

2. Article Number (Transfer from service label)

9589 0710 5270 2276 5341 56

PS Form 3811, July 2020 PSN 7534-02-000-9000

A. Signature

X

B. Return to Sender (if signed)

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

5-3025

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery A

Domestic Return Receipt

SENDER'S USE ONLY (NO POSTAGE)

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Richard Pendleton
 3268 San Mateo St
 Clearwater, FL 33755



9590 9402 8222 9030 3910 67

2. Article Number (Use only for articles 4000)

9589 0710 5270 2276 5327 32

A. Signature Agent Addressee

[Handwritten Signature]

B. Received by (Printed Name) C. Date of Delivery

R. PENDLETON 8/20/75

D. Is delivery address different from item 1? Yes No

If YES, enter delivery address below:

[Handwritten Initials]

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Insured Mail
 - Insured Mail Restricted Delivery over \$500
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery



Parcel Summary (as of 07-Oct-2025)

Parcel Map

Parcel Number

09-29-16-20826-000-5440

Owner Name

PENDLETON, RICHARD
PENDLETON, NICOLE

Property Use

0110 Single Family Home

Site Address

3268 SAN MATEO ST
CLEARWATER, FL 33759

Mailing Address

3268 SAN MATEO ST
CLEARWATER, FL 33759-3630

Legal Description

DEL ORO GROVES LOTS 544, 545 AND 546

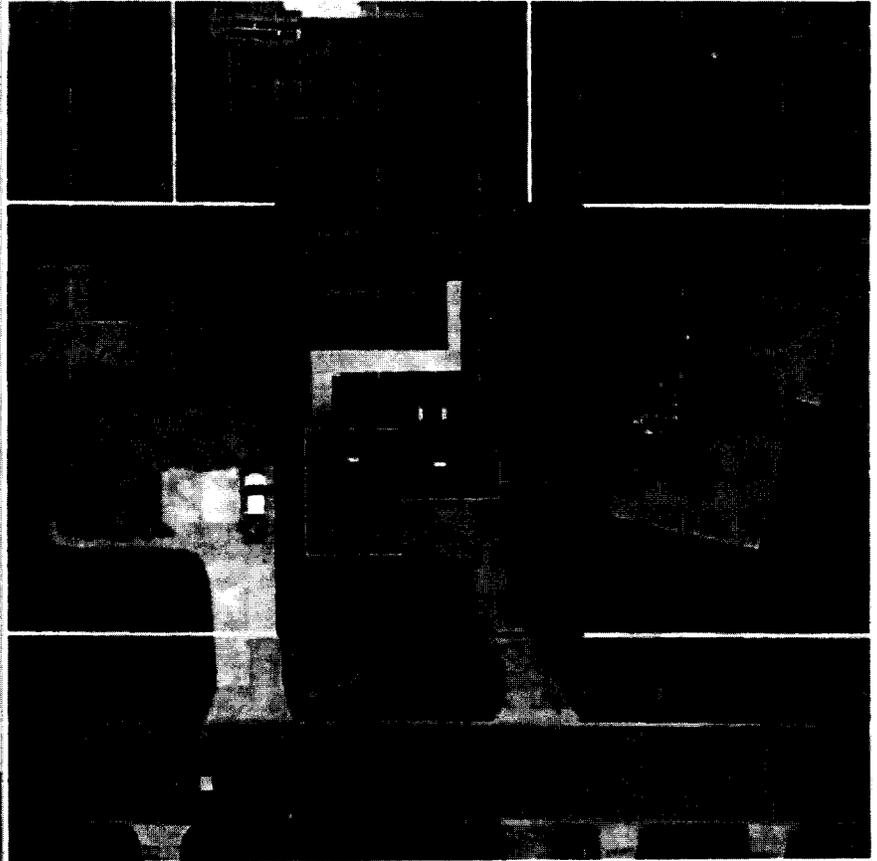
Current Tax District

CLEARWATER (CW)

Year Built

1959

Living SF	Gross SF	Living Units	Buildings
2,942	4,346	1	1



Exemptions

Year	Exemption	Percentage
2025	Yes	100%

No Property Exemptions or Classifications found. Please note that Ownership Exemptions (Homestead, Senior, Widow/Widower, Veterans, First Responder, etc... will not display here).

Miscellaneous Parcel Info

18727/0198	\$862,100	268,09	D	Current FEMA Maps	Check for EC	Zoning Map	12/2
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2025 Final Values

2025	\$729,563	\$376,285	\$325,563	\$351,285	\$325,563
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Value History (yellow indicates corrected value)

Year	Y	Value 1	Value 2	Value 3	Value 4	Value 5
2024	Y	\$635,113	\$365,680	\$315,680	\$340,680	\$315,680
2023	Y	\$651,664	\$355,029	\$305,029	\$330,029	\$305,029
2022	Y	\$570,430	\$344,688	\$294,688	\$319,688	\$294,688
2021	Y	\$424,658	\$334,649	\$284,649	\$309,649	\$284,649
2020	Y	\$382,362	\$330,029	\$280,029	\$305,029	\$280,029