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Chapter 1: Code Use and Authority

Section 1.1 How to Use the Comprehensive Development Code

The Comprehensive Development Code (hereinafter referred to as the (“CDC”) contains the Land Development Regulations for the City of Largo (City). The CDC is designed to provide property owners, governmental entities, residents, and businesses with the necessary information regarding the City's policies and regulations concerning the development, redevelopment and improvement of property within the City. This CDC is limited to governing the development and use of land, water, and structures within the corporate limits of the City.

This CDC is intended to be used like an instruction manual to guide a property owner and/or developer through the steps necessary to develop, redevelop, or improve property within the City; up to and including the issuance of a Development Order (DO). Specifically, Chapter 3 lays out the sequence of development review leading to the issuance of a DO. After issuance of a DO, construction of buildings and other site improvements require a Development Permit (DP), which is administered by the Building Official in accordance with the Florida Building Code 6th Edition (2017), and other technical codes.

Section 1.2 Authority for the CDC

1.2.1 Legislative Intent

This CDC contains standards intended to protect the health, safety, and welfare of the citizens of Largo by ensuring that neighbors and adjacent properties are protected from potential negative impacts in the use, improvement, and (re)development of land. It provides the means of controlling the development of land within the City, as required by its Charter, and in conformance with the Local Government Comprehensive Planning and Land Development Regulation Act of 1985, as amended. This CDC also provides standards that encourage redevelopment and expansion of the City's economic base.

1.2.2 Purpose, Restrictions, and Interpretations

A. Purpose - This CDC's purpose is to be consistent with, as well as to implement, the City of Largo's Comprehensive Plan (herein referred to as the “Comprehensive Plan”) and Strategic Plan (October 2011 edition). Specifically, this document encompasses the goals, objectives, and policies contained in both documents, in order to protect, the health, safety, general welfare, and quality of life of all existing and future residents and property owners of the City. This purpose is met by:

(1) Providing the means of implementing the policies and provisions of the Comprehensive Plan and Strategic Plan;

(2) Fostering a mixed-use, pedestrian-oriented environment through standards that facilitate the redevelopment of existing commercial corridors into major activity centers, neighborhood activity centers, and mixed-use corridors that are supportive of multi modal transportation options;
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(3) Promoting the redevelopment and rehabilitation of the oldest commercial and residential areas in the City through the establishment and enforcement of development standards for the Community Redevelopment Districts (CRDs);

(4) Ensuring sustainable growth by concentrating more intense growth in areas having Level of Service (LOS) capacity sufficient to meet the demands of development and redevelopment, and limiting growth in areas with LOS capacity insufficient to meet those demands;

(5) Protecting environmentally sensitive land, as defined in the Comprehensive Plan, through encouraging development in appropriate, non-environmentally sensitive areas;

(6) Protecting landowners from adverse impacts of adjoining development through the establishment of performance standards;

(7) Balancing the interests of the general public and those of individual property owners; and

(8) Creating a business-friendly climate through procedures and standards that encourage redevelopment and property improvement.

B. Restrictions
- This CDC is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this CDC conflicts with or overlaps other regulations, whichever imposes the more stringent restrictions shall prevail.

C. Interpretation

(1) In the interpretation and application of this CDC, all provisions shall be liberally construed in favor of the City; and deemed neither to limit nor repeal any other powers granted to the City under State statutes or the Florida Constitution.

(2) In the event that any question arises concerning the application of regulations, definitions, or any other requirement of this CDC, the Development Controls Officer (DCO) shall be responsible for interpretation. Interpretation shall be limited to standards, regulations, and requirements of this CDC. Such responsibility shall not be construed to extend to include the interpretation of any technical codes adopted by reference in Chapter 18, nor shall be construed to substitute for any rights, authority, or responsibilities given to any named commission, board, or official.

Section 1.3 Application of this CDC
The following rules shall be observed in the application and interpretation of provisions of this CDC, except when the context clearly requires otherwise:

A. The words “shall” or “must” are mandatory. The words “should” and “may” are permissive;

B. Words used or defined in one tense or form shall include other tenses or derivative forms;

C. Words in the singular shall include the plural; words in the plural shall include the singular;

D. Words referencing either the masculine or feminine gender shall extend and be applied to the opposite gender and shall be considered to be gender neutral;

E. In the event of a conflict between the text of this CDC and any illustrations, captions, figures, or other graphic material, the text shall control;
F. The word “includes” shall not limit a term to the specified examples, but is intended to extend its meaning to all other instances or circumstances of like kind or character; and

G. Any words or terms not defined shall have the meaning indicated by common dictionary definition.

Section 1.4 Effective Date
The effective date of this CDC is May 1, 2018.
Chapter 2: Administration

Section 2.1 Duties and Powers
The legally-constituted bodies and agencies of the City, or persons enumerated below shall have the duties and powers as set forth in this section of the CDC. The stated or implied powers and duties in the CDC do not exclude or limit any powers as granted by the Constitution and the laws of the State of Florida to the City.

2.1.1 Development Controls Officer (DCO)
The DCO shall be the Director of the Community Development Department. Powers and duties of the DCO shall include, but not be limited to, the following:

A. To verify compliance of Development Order (DO) applications with the CDC;

B. To have final signature authority in the issuance of DOs;

C. To review all DO applications for completeness and implement administrative procedures set forth in this CDC;

D. To oversee the appropriate application of the provisions of this CDC, City, County, and State laws as they pertain to annexation of lands into the City;

E. To assist the City Commission and Planning Board through staff reports and recommendations concerning applications and enforcement actions and the relationship thereof to the standards and provisions of this CDC; and

F. To enforce compliance with the provisions of a DO not specifically the responsibility of the City Engineer, Building Official or Fire Marshal. The DCO may issue stop work orders for noncompliance with the provisions of an approved DO. Unresolved enforcement matters may be referred to the Municipal Code Enforcement Board or Special Magistrate or a citation to appear before the county court may be issued in accordance with Chapter 9 of the Code of Ordinances.

2.1.2 Building Official
Powers and duties of the Building Official shall include, but not be limited to, administration of Section 18.2.1 of this CDC including administering of and compliance with all applicable building codes. In addition and complementary to these duties, the Building Official shall be responsible for administering and enforcing provisions of this Code regarding the Property Maintenance Code, signs, construction standards for accessory uses such as swimming pools, storage buildings, greenhouses and such other matters that may relate to the functions and responsibilities of the Building Division of the City’s Community Development Department. The Building Official may refer unresolved enforcement matters to the Municipal Code Enforcement Board or Special Magistrate or may issue a citation to appear before the county court in accordance with Chapter 9 of the Code of Ordinances.
2.1.3 City Engineer
Powers and duties of the City Engineer shall include, but not be limited to, administration and responsibility for engineering specifications in this CDC and for provisions regarding resource protection, the transportation system, subdivision requirements, and such other matters that may relate to the functions and responsibilities of the Engineering Department. The City Engineer may delegate responsibility for issuance of stop work orders and other enforcement measures to field inspectors. The City Engineer may issue stop work orders for noncompliance with the provisions of an approved Development Order. Unresolved enforcement matters may be referred to the Municipal Code Enforcement Board or Special Magistrate or a citation to appear before the county court may be issued in accordance with Chapter 9 of the Code of Ordinances.

2.1.4 Fire Marshall
The duties and powers of the Fire Marshal are specified in, but not limited to, those of Chapter 13 of the City Code of Ordinances, and further specified in the Florida Fire Prevention Code. The Fire Marshal shall be responsible for administering and enforcing those sections of this CDC relating to access for fire and other emergency equipment, and such other matters as may be related to the functions of the Largo Fire Rescue Department.

2.1.5 Largo City Commission
All powers of the City are vested in the City Commission (Section 2.06 of the City Charter) except as otherwise provided by law. The City Commission shall provide for the exercise thereof and for all duties and obligations imposed upon the City by law.

2.1.6 Planning Board/Local Planning Agency
The Planning Board (Section 6.01 of the City Charter) shall have the duty to make recommendations to the City Manager and to the City Commission on matters affecting land development in the City. The Planning Board shall be the local planning agency for the City consistent with Chapter 163, F.S. The Planning Board shall be consulted on the Comprehensive Plan, the implementation of the Comprehensive Plan as set forth in this CDC and Section 6.01 of the City Charter. The Planning Board is vested by the City Commission with the powers and duties for hearing of appeals pursuant to Section 6.02 of the City Charter. The Planning Board shall review applications for development approval when existing criteria and standards may cause some significant effect on the public interest. The Board shall also make decisions concerning the disposition of appeals through the Hardship Relief and Conditional Use (Class 2) procedures and Appeals of Administrative Decisions, set forth in this CDC, and shall exercise all other responsibilities as may be provided by the City Commission.

2.1.7 Code Enforcement Board and Special Magistrate
The responsibilities, procedures, and composition of the Code Enforcement Board and Special Magistrate are specified in Chapter 9 of the City Code of Ordinances. This Board and the Special Magistrate are established to provide a civil administrative forum for enforcement of the city codes and ordinances. Hearings are held to consider code violations which remain uncorrected after a notice of violation has been issued by the City. The Board is empowered to make Findings of Fact and Conclusions of Law for each case considered.
2.1.8 Community Redevelopment Agency
The responsibilities, procedures, and functions by which the Community Redevelopment Agency (CRA) will operate are specified in Chapter 163, Part III, of the Florida Statutes. This agency has been established for the purpose of implementing redevelopment plans. The CRA shall have the powers delegated to it by the Board of County Commissioners of Pinellas County. The City Commission shall act as the CRA. The City Manager shall act as director of staff for the CRA. Community Development Department staff shall act as staff to the CRA.
Chapter 3: The Development Review Process

Section 3.1 The Development Review Process In General

3.1.1 Purpose
This chapter sets forth the application and review procedures required for the development of land in the City. The procedures are intended to facilitate the ongoing redevelopment of the City by implementing the goals, objectives, and policies of the Comprehensive Plan as well as the principles of the Strategic Plan.

3.1.2 Applicability
No site development allowed by this CDC, including accessory and temporary uses, shall be established or enlarged, no clearing, grading, or the like shall be performed, and no structure shall be erected, constructed, or reconstructed until a site plan has been reviewed and approved in accordance with the requirements of this CDC. Although this primarily refers to exterior work, some interior alterations that result in the intensification of the use of the site, as determined by the DCO, may require site plan review and approval. Nothing herein shall relieve any applicant of the additional responsibility of seeking any other permit or development order required by any applicable statute, ordinance, or regulation.

3.1.3 Description of the Tiered Development Review Process –
Development within the City shall be reviewed and approved by the use of the following tiered process. The Tiered Development Review Process is a clear structure for development review within the City. The process is organized into a series of levels, beginning with small scale reviews, which require a brief review by staff (Level I), and culminating in Levels IV and V, which require public review and action by the City Commission in addition to staff review. (See Figure 3.1).

Section 3.2 The Development Review Process Overview

3.2.1 Level I: Small Scale Review (DRC Approval Not Required)
Level I, Small Scale Review is an expedited administrative review process for small building renovations, expansions, or other similar site improvements. Specific impacts of the proposed development relating to building setbacks, intensity of use, stormwater drainage obstructions, tree removal and easements are administratively reviewed to ensure that no adverse impacts will result from the proposed improvements. Issuance of a small scale approval memo is required prior to project commencement. Small scale review applies to non-residential and multi-family property types. It does not apply to single family residential property.

3.2.2 Level II: Full Scale Review (DRC Approval Required)
Level II, Full Scale Review applies to the construction of new structures within the City, with the exception of accessory buildings, which are reviewed under the Level I review. Level II involves a full administrative review by the Development Review Committee (DRC). Issuance of a Development Order (DO) is required prior to project commencement.
3.2.3 Level III: Planning Board Review (Planning Board Approval Required)
Level III Review applies to conditional uses, hardship relief requests, appeals of administrative decisions as well as development proposals where the impact on adjacent uses must be evaluated and approved by the DRC and Planning Board prior to project commencement.

3.2.4 Level IV: Planning Board & City Commission Review
Level IV Review applies to amendments to the Future Land Use Map, Development Agreements, and other types of reviews listed, but not limited to, those stated in Section 4.1.3 of this document. Level IV Review includes DRC review, Planning Board and City Commission approval prior to project commencement.

3.2.5 Level V: City Commission Review (Non-Regular Process)
Level V review encompasses recordings of plats and replats, the dedication of right-of-way or easements, the vacation of right-of-way or easements, and vested rights determinations. These issues do not require DRC review, but do require City Commission approval. Planning Board review is not typical and is only required at the discretion of the DCO.

**Figure 3-1: Tiered Development Process**

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Section 3.3 Level I, Small Scale Development Review Process

3.3.1 Level I, Applicability –
Small scale review applies to non-residential and multi-family property types. It does not apply to single family residential property. Any change in use of the land must be to a similar or less intense use of land, as determined by the DCO.

3.3.2 Level I, Types of Proposals Reviewed -
The following types of proposals are considered to be subject to the Level I review process. Regardless of specific proposal type, no development shall be allowed to exceed the allowable cumulative total for gross floor area alterations. The total amount of allowable alterations of total gross floor area conducted/permitted on a particular property in accordance with Sections 3.3.2.B and 3.3.2.C will be computed on a cumulative basis for five (5) year periods of time. The initial five (5) year period started on November 1, 2011 and will end on November 1, 2016. At the end of each five (5) year period occurring thereafter, the cumulative total of allowable alterations that may be made to the gross square footage of buildings or structures located on a particular site that are completed in accordance with Sections 3.3.2.B and 3.3.2.C shall reset to zero. The new cumulative total gross square footage at the end of a five (5) year period shall comprise the base gross square footage, which will be applicable to any site improvements conducted within the subsequent five (5) year period.

A. Pole or column-supported roof additions subject to all of the following:

(1) The proposed roof may not have enclosed sides;

(2) The roof addition must comply with all applicable setback standards; and

(3) The roof addition must not be for the purpose of conducting a separate business on the site.

B. Up to twenty-five (25) percent of GFA in structural alterations (small structures) -
Alterations of buildings or structures with a cumulative total gross floor area of up to 25,000 square feet, which result in a cumulative addition equal to either twenty five (25) percent or less or 2,500 square feet or less of the gross floor area of the structure(s), whichever is less, and which comply with all applicable requirements, including, but not limited to, setback, parking and building code standards. The alteration total must comply with total allowable cumulative provisions (see Section 3.3.2).

C. Up to ten (10) percent of the GFA in structural alterations (large structures) -
Alterations of buildings or structures with a cumulative total gross floor area equal to 25,000 square feet or larger which result in a cumulative addition of ten (10) percent or less of the gross floor area of
the building(s) or structure(s), and which comply with all applicable requirements including, but
not limited to setback, parking and building code standards. The gross floor area must be under
one (1) ownership and may include more than one (1) structure on a single parcel. The
alteration total must comply with total allowable cumulative provisions (see Section 3.3.2).

D. Site improvements increasing the Impervious Surface Ratio (ISR) up to twenty-five (25)
percent - Site improvements including, but not limited to, minimal parking lot alterations, or the
addition of walkways, patios, and decks that increase the impervious surface ratio (ISR) of the
site up to the maximum permitted ISR in the applicable land use designation, but not exceeding
25% or more of additional ISR. All site improvements must comply with all applicable
requirements, including but not limited to, setback, parking and building code standards.

E. Telecommunications facilities that meet the requirements of Section 15.5.5.A.

F. Subsidiary development – Applications for subsidiary development shall be filed as an
infrastructure permit and/or other required engineering permits with the Engineering
Department. Subsidiary development encompasses changes to site contours or alterations,
replacement or installation of site infrastructure including/as well as the following improvements:

(1) Changes to the contour of the ground and/or where the primary use of land is extractive in
nature, such as removal or deposit of earth or rock (i.e., a borrow pit). This provision does not
apply to site preparation for developments subject to a DO;

(2) Utility poles, lines, underground pipes, or other facilities required for the transmission of
power or communications, excluding substations and buildings;

(3) Sanitary sewer systems or drainage-ways, including pump stations, swales, manholes,
seawalls, and bridges, but not collection or treatment facilities;

(4) Streets, including curbs, sidewalks, catch basins, street lights, traffic-control devices, or
other facilities associated with an existing right-of-way or easement;

(5) Water systems, including mains, fire hydrants, or other facilities associated with the
distribution of water; and

(6) Filling of waterbodies.

3.3.3 Level I, Submission Requirements
The applicant shall submit as many copies of each item as required on the City's application
packet. Failure to provide any of the following items or the requested number of copies shall cause
the application to be deemed incomplete.

A. Application form - The applicant shall complete the City's standard application form,
including a letter describing the proposed changes. It shall be signed by the applicant and
notarized. Signatures by agents of the property owners will be accepted only with proof of
authorization. In a case of corporate ownership, a certified letter, written on company
letterhead, stating that the representative is authorized to sign on behalf of the corporation, must
be provided.

B. Application fee – The application fee is paid in full accordance with the then current fee
schedule.
C. Site plan – Site plan submittals for Level I, are not required to be prepared or signed and sealed by design professionals (such as architects, engineers and landscape architects), however all drawings subsequently submitted to the Building Division and/or Engineering Department for a Development Permit (DP) are required to meet all applicable building and engineering requirements of the CDC and any other applicable technical codes. Copies of the as-built survey, or site plan drawn to scale, must show the following information:

(1) Street address and boundaries of subject property and any easements, with dimensions;

(2) Locations and exterior dimensions of all existing buildings on the site, labeled to indicate present use, with a summary of total existing building coverage (in square feet); and

(3) Locations and exterior dimensions of all proposed structural additions, labeled to indicate intended use, with a summary of total proposed additional building coverage (in square feet).

D. Southwest Florida Water Management District (SWFWMD) permit – A SWFWMD stormwater management permit approval or letter of exemption may be required if previous surfaces are effected by the proposed improvements.

E. Additional information, if necessary – The DCO shall have the authority to request additional information regarding any proposed changes from the applicant prior to administratively approving any small scale application.

3.3.4 Level I, Administrative Review

A. Review criteria

(1) CDC compliance – Applications for Level I review shall be reviewed to ensure that proposed building or site alterations meet all applicable CDC requirements. Applicants for Level I review are not required to bring their entire site up to current CDC requirements, except in cases where sites do not adequately address and/or provide safe pedestrian and vehicle site circulation, or meet current ADA requirements, as determined by the DCO.

(2) Subsidiary development – A permit may be issued for subsidiary development if the location, size, design, and operating characteristics of the proposed improvements will serve the needs of the area and will be compatible with the surrounding neighborhood. The compatibility determination is based upon the following factors:

(a) Harmony in scale, bulk, coverage, and density;

(b) The availability of necessary public facilities and utilities;

(c) The generation of traffic and the capacity of surrounding streets; and

(d) Effect upon the drainage system.

B. Approvals

(1) Approval by the DCO is required, which takes the form of small scale approval, rather than a Development Order (DO).

(2) Applications for improvements involving subsidiary development are subject to review and approval by the City Engineer or his/her designee prior to approval by the DCO.
C. Administrative relief/ modification of standards

(1) Administrative relief from development standards may be granted by the DCO as part of a Level I review. This administrative relief must be consistent with, and may not exceed the standard or the amount specifically described in Section 3.5 (Modification of Development Standards for Site Plan Approval). Administrative relief requests must be made in writing to the DCO.

(2) When the DCO approves the Modification of Standards, he/she may prescribe appropriate conditions and safeguards in conformity with the intent and provisions of this CDC.

D. Appeals – Nothing in this Section shall supersede the Planning Board review process or deny access to relief by the applicant. Should the applicant disagree with the decision of the DCO, or any of the conditions imposed as part of the terms under which the Modification of Standards is approved, he/she may elect to appeal the DCO's decision to the Planning Board. The Planning Board shall consider holding a hearing on the appeal. If a hearing is held, the Planning Board shall render its decision either approving, approving with conditions, or denying the appeal.

E. Further review

(1) Review for a Development Permit (DP) is required after approval by the DCO is issued. Applicants must meet all applicable building code and engineering requirements including, but not limited to, the requirements of Chapter 18.

(2) Amendments to an approved project may be considered by the DCO if the amendments do not substantially alter the characteristics of the project as originally approved.

3.3.5 Level I, Planning Board Review
Not required

3.3.6 Level I, City Commission Review –
Not Required

3.3.7 Level I, Development Review Sequence –
See Figure 3.2

A. Level I application submittal – The formal application shall be submitted to the DCO who shall indicate a submission date on each copy of the materials submitted. If the application is in conformance with the submission requirements of Section 3.3.3, it shall be deemed complete. The applicant shall be notified if the application is incomplete or otherwise does not meet the submission requirements within five (5) working days from receipt of the application. The date of acceptance shall be the date the application is deemed complete.

B. Administrative review – The DCO shall review the application to ensure consistency with the review criteria requirements of Section 3.3.4. The applicant will receive written comments from this review within fifteen (15) working days of receipt of a complete application. If the application successfully meets all requirements, to the satisfaction of the DCO, a small scale approval is granted. If it does not, the applicant may choose to revise and resubmit, seek a modification of standards (see Section 3.5), or appeal to the Planning Board.
C. Application for development permits – the applicant may apply for any required permits following small scale approval.

**Figure 3-2: Level I: Small Scale Development Review Sequence**

Section 3.4 Level II, Full Scale Review:

3.4.1 Applicability

Level II, Full Scale Review applies to all new structures that exceed Level I requirements, within the City of Largo. It also includes improvements, such as parking lots, stormwater systems, etc., that are necessary to support these buildings and in excess of the allowable alterations reviewed under Level I.

3.4.2 Level II, Type of Proposals Reviewed

A. All new structures – Construction of new structures, with the exception of accessory buildings that do not exceed level I requirements. This includes phased development site plans (see Section 3.6 for requirements).

B. More than twenty-five (25) percent of the GFA in structural alterations (small structures) - Alterations of buildings or structures with a cumulative total gross floor area of 25,000 square feet or less, which result in a cumulative addition that exceeds twenty-five (25) percent or 2,500 square feet of the gross floor area of the structure(s), whichever is less, and which
comply with all applicable requirements, including, but not limited to, setback, parking, and building code standards.

C. More than ten (10) percent of the GFA in structural alterations (large structures) - Alterations of buildings or structures with a cumulative total gross floor area equal to 25,000 square feet or larger which result in cumulative addition of more than ten (10) percent of the gross floor area of the building(s) or structure(s), and which comply with all applicable requirements including, but not limited to setback, parking, and building code standards. The gross floor area must be under one (1) ownership and may include more than one (1) structure on a single parcel.

D. Other site improvements that are over and beyond the improvements listed in Section 3.3.2, at the discretion of the DCO.

3.4.3 Level II, Submission Requirements

A. All requirements listed in Section 3.3.3.A and 3.3.3.B.

B. Preliminary site plan (see Section 3.7.4)

C. Final site plan and plat (see Section 3.7.7 and Section 3.7.8)

D. Concurrency impact questionnaire - An application for capacity-to-serve determination (Concurrency Impact Questionnaire) shall be submitted along with the final site plan. Concurrency approval is a prerequisite of DO approval. The administration of concurrency within the City is explained in Section 3.7.3.

E. If public improvements are included within the project, the following is required:

(1) Public improvements cost certifications - A certification of the cost of the public improvements to be accepted by the City must be reviewed and approved by the City Engineer. This certification must include the cost of paving, drainage, and sanitary sewers to be accepted by the City.

(2) Warranty bond - A one (1) year warranty bond equal to ten (10) percent of the cost of the improvements must be reviewed and approved by the City Engineer. The purpose of this bond is to guarantee the workmanship and materials of the public improvements accepted by the City, which shall include, but not be limited to costs associated with the removal of sediment from the stormwater collection system as a result of the construction activity. The bond form must conform to all City requirements at the time of issuance. The developer shall have up to sixty (60) days, as determined by the DCO, following written notice to complete improvements or follow-up maintenance in the event of default or failure. The City shall have the right to use the bond to secure satisfactory completion of the required improvements and stormwater collection system maintenance if the developer does not respond within the allowable time frame.

(3) Mechanic’s liens - The contractor involved with the construction and installation of the public improvements of the subdivision must submit a contractor’s waiver of all claims and a final release of lien form to the City Engineer in order to provide verification that all work is complete.

3.4.4 Level II, Administrative Review

A. Review criteria
City of Largo, FL: Comprehensive Development Code

(1) CDC compliance – Applications for full scale review shall be reviewed to ensure that proposed building or site alterations meet all applicable CDC requirements.

(2) Compatibility with planning documents and initiatives – The goals and policies of the Comprehensive Plan and the principles of the Strategic Plan define the community's vision for the design of new development and redevelopment. All full scale projects will be reviewed to ensure consistency with the following planning documents and initiatives:

(a) The Comprehensive Plan; and
(b) The Strategic Plan – See Section 3.7.2 A.

(3) Response to neighborhood concerns – The involvement and awareness of adjacent property owners in the review process is essential to identify specific issues not addressed by larger policies to ensure compatibility between existing development and new or infill development. A neighborhood information meeting (see Section 3.7.2.B) must be held at the conclusion of the preliminary site plan review, unless deemed unnecessary by the DCO, in order to acquaint adjacent property owners with the development proposal. Any recommendations provided by affected neighbors should be evaluated as part of the final site plan review process.

(4) Concurrency adherence – A development’s potential impacts on the following public facilities: potable water, sanitary sewer, solid waste, drainage, and recreation, shall be evaluated as part of the level II review (See Section 3.7.3).

B. Approvals – Approval by the DCO is required under Level II review, which takes the form of the issuance of a DO.

C. Administrative relief/ modification of standards

(1) Administrative relief from development standards may be granted by the DCO as part of a full scale review. This administrative relief must be consistent with, and may not exceed the standard or the amount specifically described in Section 3.5 (Modification of Development Standards for Site Plan Approval). Administrative relief requests must be made in writing to the DCO.

(2) When the DCO approves the Modification of Standards, he/she may prescribe appropriate conditions and safeguards in conformity with the intent and provisions of the CDC.

D. Appeals – Should the applicant disagree with the decision of the DCO or any of the conditions imposed as part of the terms under which the Modification of Standards is approved, he/she may elect to appeal the DCO's decision to the Planning Board. The Planning Board shall consider holding a hearing on the appeal. If a hearing is held, the Planning Board shall render its decision either approving, approving with conditions, or denying the appeal.

E. Amending, modifying or withdrawing an application

(1) Amendments to an approved project may be considered by the DCO if the amendments do not substantially alter the characteristics of the project as originally approved.

(2) Modification of an application – If an applicant wishes to make modifications to a site plan submitted as part of a formal DO application, the application must either:
(a) Formally withdraw the existing application and submit a new application and all revised drawings; or

(b) Wait until the DCO issues an approved staff report containing the comments from all reviewing City departments. Applicants are advised that representations made during the review process by City staff are not final unless included in the approved staff report.

(3) Withdrawal of an application – An applicant may submit a written request to withdraw an application for DO approval at any time after formal submission of a final site plan/preliminary plat application and prior to a final decision. A letter of withdrawal shall be submitted to the DCO.

3.4.5 Level II, Planning Board Review – Not required
3.4.6 Level II, City Commission Review – Not required, except for platting.
3.4.7 Level II, Development Review Sequence – See Figure 3.3.
A. Early development assistance – The City provides the following early development assistance programs:

(1) Pre-application meeting [Required] - A pre-application meeting must be held by the applicant and City staff prior to formal application submittal (Section 3.7.6). Alternatively, the applicant may choose to participate in a Pre-DRC review.
(2) Preliminary Development Review Committee (Pre-DRC) review [Optional] - Initial review of the project is conducted by the DRC to assist the applicant in preparing the final site plan. DRC recommendations are based on the City’s ability to provide services to the property and the compatibility requirements and performance standards of this CDC.

(3) Urban design assistance [Optional] - The City’s Community Development staff provide optional assistance, within the pre-DRC and DRC process, in developing urban design solutions to specific development limitations or concerns. This assistance is intended to help applicants design projects that meet the requirements of the CDC and are compatible with City goals, objectives, and policies as represented by the Comprehensive Plan and Strategic Plan.

**B. Application submittal** – The formal application shall be submitted to the DCO who shall indicate a submission date on each copy of the materials submitted. If a DO application is in conformance with the submission requirements of Section 3.4.3, it shall be deemed complete. The applicant shall be notified if the application is incomplete or otherwise does not meet the submission requirements within five (5) working days from receipt of the application. The date of acceptance shall be the date the application is deemed complete.

**C. DRC meeting** – Upon submission of a complete application, the DRC will hold a meeting and inform the applicant what changes, if any, are necessary to ensure that the application will be consistent with the Comprehensive Plan, Strategic Plan, the requirements of this CDC, and any other applicable regulations. The DRC shall be scheduled to meet by a case planner within two (2) weeks of receipt of a complete application. A staff report containing interdepartmental comments for preliminary site plan review and for final site plan review shall be issued to the applicant within fifteen (15) working days of each DRC meeting.

**D. Neighborhood informational meeting** – A neighborhood information meeting will be held at the conclusion of the DRC review, unless the DCO determines that the project will not directly impact neighboring property owners. See Section 3.7.5 for requirements.

**E. Plan revisions** – the applicant shall revise plans to address any neighborhood concerns and DRC recommendations.

**F. Development Order site plan submission** – A final site plan review is conducted to ensure that comments received from the DRC review and the neighborhood information meeting have been incorporated. The final site plan review also includes a concurrency review, as described in Section 3.7.3. If a DO application is in conformance with the submission requirements of Section 3.7.7, it shall be deemed complete. The formal application for final site plan review shall be submitted to the DCO, who shall indicate a submission date on each copy of the materials submitted. The date of acceptance shall be the date the application is deemed complete. The applicant shall be notified if the application is incomplete or if it otherwise does not meet the submission requirements within fifteen (15) working days from receipt of the application. An approved final site plan is a prerequisite for final plat approval. The applicant is advised to begin the platting process once the final site plan is formally accepted by the City. Platting is a required condition of a DO, to ensure the accurate depiction of land subdivision due to the variation of lot lines, easements, or rights of way from previous records, due to the combination of parcels, or when parcels have not been previously platted.

**G. Development Order approval /pre-construction meeting** – Final approval, resulting in the issuance of a DO, shall be based upon a final site plan that complies with all CDC standards as
described on the staff report, an affirmative capacity-to-serve determination, comments from referral agencies, required meetings (neighborhood information and pre-application or Pre-DRC), and approvals by other agencies as evidenced by applicable permits. Where a referral agency or department specifies conditions to be met during the construction phase, it shall be noted on the DO, and the Certificate of Occupancy shall be withheld until compliance is verified. A pre-construction meeting shall be held following DO approval and prior to the release of an infrastructure permit or any other Building Permits.

H. Application for development permits – Applicants must meet all applicable Fire Department, Building Division, and Engineering Department requirements, including but not limited to, requirements of Chapter 18 of this CDC. A Certificate of Occupancy will only be issued after completion of the work required by the DP.

I. Submittal of an as-built drawings – An as-built drawing, properly certified, shall be submitted upon completion of the improvements for all properties subject to DO approval. A CO will only be issued after receipt of a certified as-built drawing and, if applicable, final plat approval.

J. Submittal of final plat – Preliminary plat review and approval is a prerequisite for final plat approval. The final plat shall be approved for recording and scheduled for City Commission approval prior to the issuance of a DO. See Section 3.7.8B for a listing of plat waiver requirements.

K. Amendment to an approved DO – Amendments to an approved DO may be accepted by the DCO if the amendments do not substantially alter the characteristics of the project as originally approved. The applicant must submit a written narrative of the changes, as well as any relevant site plan submittals that have been, or are proposed to be, altered following DO approval along with the then current fee schedule. If approved, the DCO will subsequently issue a revised DO that reflects the amendments.

Section 3.5 Modification of Development Standards for Site Plan Approval

3.5.1 Purpose
This Section provides standards and procedures for the granting of administrative modifications of development standards within the Level I and Level II processes. Modification of development standards is specifically intended to provide flexibility in the administration of standards to accommodate site specific conditions while maintaining high standards of site design, and to establish conditions to ensure compatibility where standards are modified. All applications for modifications of development standards that meet the requirements of Section 3.5 of this CDC shall be reviewed by the DCO.

3.5.2 Applicability
The procedures of this section shall apply to all uses specified as allowable uses in Chapter 6 of this CDC as they relate to the following land development standards:

A. Principal building setbacks modifications – Applicants may be allowed modifications up to twenty (20) percent of the setback requirement; however, in no case shall the side yard setback be less than five (5) feet for single family, duplex, and triplex developments. In addition,
no modification of the required fifty (50) foot principal building setback from a natural surface water body or retained wetland shall be permitted.

B. **Accessory structure location standards** – Applicants may be allowed modifications up to twenty (20) percent of the principal building setback requirement for accessory structures only.

C. **Fence height** - Up to two (2) feet above the maximum fence height permitted by Section 16.3 in association with a fence height request, pillar and post height may be modified by a corresponding amount, provided the pillars or posts are not less than eight (8) feet apart. This provision applies to multifamily (four or more dwelling units), non-residential, and subdivisions as a whole.

D. **Parking, loading, and driveways** - Up to ten (10) percent of the number of required parking spaces or two (2) spaces, whichever is greater. Accessible parking spaces shall be eligible for modification of standards, provided such modification does not reduce the number of spaces or the dimensions of spaces below the standards of the Florida Accessibility Code for Building Construction, the Americans with Disabilities Act requirements, or any other similar regulations issued thereafter. Modification of driveway and driving aisle width, parking space width and depth, and loading berth requirements shall also be considered.

E. **Landscaping and buffer yards** - Locational and dimensional requirements of required landscaping areas may be reduced up to fifty (50) percent of the required width. The required quantity of plantings shall be provided but may be relocated.

F. **Lot depth** - Minimum lot depth may be reduced, but not to a degree that would reduce the lot area below the minimum lot requirements of the relevant future land use district (see Table 8-1).

G. **Certain additions to principal building** – Additions to existing principal buildings which do not have heating, ventilation, or air conditioning may be constructed using the accessory structure setback standards contained in Chapter 16.

H. **Air conditioning units location** – Air conditioning compressors may be located in the rear or street side yard but shall not be located in the required front yard.

I. **Non-substantial modifications** – Modification of the development standards listed above, of less than one (1) foot, shall be deemed to be non-substantial. The DCO shall be authorized to approve the modification at the time of the request based upon the requirements of this Section of the CDC. Non-substantial modifications must have no negative effects on adjacent properties.

### 3.5.3 Modification of Development Standards, Submission Requirements

An application for Modification of Standards shall consist of the following:

A. An accurate, up-to-date boundary survey - two copies, completed by a registered surveyor;

B. A site plan – showing the complete property;

C. Elevation drawings – showing the proposed building or building addition (if applicable); and
D. Written modification request – including a statement of consistency with the standards established by this Section (See Section 3.5.8 and 3.5.9).

3.5.4 Review Sequence

A. An application for a modification of standards may be reviewed prior to application for Level I or Level II review or may be made in conjunction with Level I or Level II review.

B. Upon acceptance of the application, the DCO shall review it and render his/her decision within fifteen (15) working days approving, approving with conditions, or denying the request. A modification of standards shall be reported in the staff comments and attached to the administrative approval.

3.5.5 Relationship to Hardship Relief Review

Nothing in this Section shall supersede the Planning Board review process or deny access to relief by the applicant through the hardship relief review procedures (see Section 4.3).

3.5.6 Appeals

Should the applicant disagree with the decision of the DCO or any of the conditions imposed as part of the terms under which the modification of standards is approved, he/she may elect to appeal the DCO’s determination to the Planning Board. The appeal shall be reviewed by the Planning Board as set forth by this section. During the hearing, the Planning Board shall render its decision either approving, approving with conditions, or denying the appeal.

3.5.7 Approving with Conditions

When the DCO approves the modification of standards, he/she may prescribe appropriate conditions and safeguards in conformity with the intent and provisions of this CDC. This may include, but not be limited to, some or all of the following provisions:

A. Limiting the height, size location of a building or other structure;

B. Designating the location of doors or windows;

C. Requiring screening, landscaping, or other similar means to buffer or protect nearby property. The DCO may also prescribe standards for installation;

D. Designating the size, height, location, or materials for a fence or wall;

E. Protecting existing trees, vegetation, water resources, or other significant natural resources; and

F. Specifying other conditions to permit development in conformity with the intent and purpose of this CDC and the Comprehensive Plan.

3.5.8 General Standards

No modification may be granted under this Section unless the applicant demonstrates that it fulfills all of the following requirements:

A. Comprehensive Plan compatibility - The request must be consistent with all applicable policies of the Comprehensive Plan.
B. CDC compatibility - The request must be in conformance with any applicable substantive requirements of this CDC.

C. Land use compatibility – The request would not result in any incompatible land uses or have a negative impact on adjacent land uses and any such impacts are mitigated by the site design.

D. Adequate public facilities provision – The application would not overburden or otherwise adversely impact public facilities.

E. Public health, safety and welfare consideration - The proposed modification is necessary to protect the public health, safety, and welfare.

3.5.9 Site Specific Standards – No modification will be granted under this Section unless the applicant demonstrates the modification addresses at least one of the following:

A. Superior alternative provision - The development will provide an alternative which will achieve the purposes of the requirement through clearly superior design.

B. Technical impracticality - The strict application of the requirements would be technically impractical in terms of design or construction practices or existing site conditions due to conditions not directly attributable to the applicant.

C. Lessen nonconforming conditions – The proposed modifications would lessen nonconforming conditions of the site. (See Chapter 17).

D. Positive design elements – The proposed modification is consistent with the positive design elements of the existing adjacent development. Positive design elements shall be those identified by the General Development Standards of Chapter 8

E. Lessen tree removal and replacement requirements – As specified in Section 10.7.2.

Section 3.6: Level II, Phased Development Site Plan

"Phased Development" refers to a residential, non-residential, or mixed-use multiple building project that, by the nature of its size or function, is complex enough to require construction phasing over an extended period of time.

3.6.1 Purpose

The purpose of this Section is to outline the submission and procedural requirements associated with phased development site plans. Applicable projects will include large, complex projects with significant shared infrastructure needs that meet the requirements of Section 3.6.2. This requirements of this section are intended to facilitate the provision of a unified site layout that accounts for the overall mitigation of site impacts in an efficient manner, consistent with the requirements of this CDC.

3.6.2 Applicability

Phased development plans may be considered for those proposed projects which meet all of the following requirements:

A. Allowable uses – The proposed project uses are allowable uses of the Future Land Use Map designation in which it is located;
B. Contiguous parcels – The proposed project includes two or more contiguous parcels, lots or tracts, or contains a right-of-way within;

C. Acreage requirement – The proposed project includes a land area of three (3) acres or greater (proposed projects located within Special Area Plan areas are exempt from this provision);

D. Time limitation – Development of a phased development project may not exceed three (3) years. Following the end of the validity period of any phased or site plan, the City will require that the remaining phase(s) for those phases of the project that have not been completed, or are under construction, undergo an administrative review to re-establish conformity with all current regulations as well as an amendment to an a Development Order. If the administrative review indicates the plan remains in substantial conformity with current requirements, its approval may be re-validated for an additional two (2) year period following submission of a letter of intent as well as the application fee paid in full accordance with the then current fee schedule;

E. Phasing plan – All phased development site plan applications must include a preliminary phasing plan (see Section 3.6.3). The first phase of the development must consists of at least twenty (20) percent of the total square footage in gross building floor area of the entire project which includes all phases; and

F. CDC Compliance – Phased development projects shall follow all other requirements of the CDC, unless otherwise stated in this Section.

3.6.3 Required Submissions
Applications for phased site plan approval shall include a preliminary phasing plan. A final phasing plan that incorporates all required conditions of approval and details structures and infrastructure improvements and sequencing of the phases shall be submitted prior to any ground disturbing activities. Preliminary phasing plans shall be submitted concurrently with the site plan application specified in Section 3.4.3.

Preliminary phasing plans and final phasing plans shall include/provide the following information:

A. Phase boundaries – Illustrative plans for each proposed phase must clearly mark, in heavy lines, the boundaries of the subject phase, and the phases labeled alphabetically (to avoid confusion with lot numbers);

B. Buildings and infrastructure – Plans must depict roads, sidewalks, parcels, lots, tracks, common areas, drainage/stormwater systems, utilities, and other infrastructure, easements, rights-of-way, dedications, open space, and buildings and dimensions with distances from property lines and other buildings which are included within the subject phase;

C. Natural features – Plans must depict the location of natural resources, regulated wetlands, natural drainage/ stormwater management areas, and wooded areas showing how future development will address preservation, protection or removal;

D. Mitigation of impacts – Illustrative plans, which demonstrate how proposed improvements mitigate impacts associated with the undeveloped portions of the project that are not located within the boundaries of the subject phase;
E. Emergency routes – Depict all proposed emergency routes and entry/exit ways on the plan;

F. Previous phases – Previously established phases, including roads, sidewalks, parcels, lots, tracks, common areas, drainage/stormwater systems, utilities, and other infrastructure, easements, dedications, and open space should be shown on the plan shaded or gray-scaled;

G. Intended uses – Depict the intended use, residential, commercial, and/or industrial and size in square feet of each building; and state the ratio of the square footage of each intended use, residential, commercial, and/or industrial to the total square footage of the buildings in each phase of the development;

H. Consistent drawing scale – All phasing plans shall be drawn at the same scale. The final phasing plan should be drawn at the same scale as the preliminary plan;

I. Project narrative – A narrative description or table which describes each phase and its associated improvements. In addition, the narrative or table shall demonstrate that each phase would comprise a “stand-alone” development which, should no subsequent phases be constructed, would meet or exceed the standards of this CDC and all other conditions of approvals. The narrative should also describe the proposed time-line for completion of the entire project and any proposals to bond for required un-built improvements;

J. Platting – The project site must be platted in accordance with the parcel dimensions established in the approved phased development plan. The plat for the project site shall be approved by the City Commission and recorded prior to the issuance the Certificate of Occupancy for the first phase of development; and

K. Additional information – The applicant shall provide any other information requested by the DCO, or their designee, in order to approve the phasing plan.

3.6.4 Review Criteria

The DCO shall be responsible for the oversight of the phased development plan application review and decision making procedures within the City, as well as with Pinellas County, PSTA, FDOT, FDOH, DEP, and SWFWMD. A Development Order for the phased development plan shall be issued to an applicant whose application and proposed development is found, upon review, to be in compliance with all applicable provisions of this CDC. The DCO shall have the authority to change the review process of a phased plan from administrative to a formal public hearing approval process (which may include Planning Board, City Commission, or Development Agreement approval) when it has been determined that the normal review process fails to adequately protect the public interest. In addition, phasing plans shall be reviewed to ensure that they meet or exceed the following criteria:

A. Independent phasing – All phases shall be required to be stand-alone. No prior phase shall be dependent on the completion of subsequent phases in order to be consistent with any required approvals and/or conditions, including, but not limited to: roads and utilities; fire safety; transportation, recreation, and/or impacts on public services. Landscaping, parking improvements, and stormwater shall be provided, in whole, unless otherwise approved by the DCO, within each phase, as required by the CDC;
B. Completion of off-site improvements – All required off-site improvements which mitigate impacts associated with the subject phase shall be completed prior to final approval of that phase;

C. Sanitary sewer concurrency – Sanitary sewer capacity shall be approved for the entire project area including all phases. Upon approval of the sanitary sewer concurrency application, the City will reserve the approved number of gallons per day of sanitary sewer capacity for the project for a period of one year, or as otherwise approved by the City Engineer, from the phased development plan approval date. After the said time period expires, the City will no longer reserve sanitary sewer capacity for undeveloped or underdeveloped phases of the project, and the applicant will be responsible to reapply for sanitary sewer concurrency for any phases of the project not connected to the City sanitary sewer system. In the event it is determined that the development of the project requires additional sanitary sewer capacity beyond what the City has reserved for the project, the City’s Environmental Services Department in coordination with the City’s Engineering Department will review the sanitary sewer concurrency application and make the determination whether to approve or deny the additional capacity;

D. Orderly and efficient phasing – Phases shall be constructed in the manner approved in the phasing plan to ensure orderly and planned development. Phases shall be planned to ensure the efficient construction of adjacent future phases, which include those phases immediately next to the subject phase, sharing a common boundary line. Infrastructure improvements, which are required to serve the entire project, may be constructed within a nonadjacent phase;

E. Expiration date notation – A Development Order for the phased development plan shall be issued for the project, with an expiration date of three years, or as otherwise approved, from the effective date of the ruling;

F. Completion of a neighborhood information meeting – If a Neighborhood Informational meeting is required for the project, per the DCO, the applicant shall only be required to hold one meeting for the entire project. The meeting shall be held prior to the issuance of the Development Order for the phased development plan. In the event the developer proposes a substantial change to the project after the required Neighborhood Informational Meeting, the DCO may, at her or his sole discretion, require the developer to hold an additional Neighborhood Informational Meeting in accordance with the CDC.

“Substantial Change” as used in this Section is presumed to exist when any of the following changes occur to the phasing plan and the design of the project:

(1) Relocation or reconfiguration of buildings and structures, landscaping, buffers, setbacks, driveways, roads, or parking areas that affect abutting properties in the opinion of the DCO;

(2) Any change involving wetlands;

(3) Any change involving the design and location of proposed stormwater facilities that impacts surrounding properties in the opinion of the DCO;

(4) Any changes to the dimensions or boundaries of the project site; or

(5) Any other change determined by the DCO to be a material change to the phasing plan.

G. Continued existence of existing conforming and nonconforming uses – The project site may be redeveloped in multiple phases and as such legally existing conforming or
nonconforming uses and improvements located on the project site may continue to exist in their existing conforming or legally nonconforming state in accordance with Chapter 17 of the CDC. Existing uses and improvements located outside of each development phase will not need to be brought into compliance (unless the new development will create conditions hazardous to the public safety, as determined by the DCO, or will block vehicular access on the existing development) with current development standards until such time that the said portions of the phase are redeveloped;

**H. Payment of development fees** – Development fees shall be paid as specified in the Development Order for the phased development plan, and in accordance with the provisions of this CDC, the City's Code of Ordinances, and the Pinellas County Multi-modal Impact Fee schedule;

**I. Master signage plan** – A Master Signage Plan shall be required for each phase of development. In the event the project site is platted into separate parcels, lots, or tracks, off premise signage shall be prohibited, unless a Property Owner Association is legally established for the project site. Shared freestanding signs shall be allowed on a tract of land owned by the established property owners association; and

**J. Platting completion** – Platting shall be completed prior the issuance of a Certificate of Occupancy for the first phase of development.

**Section 3.7: Individual Review Elements**

**3.7.1 Purpose**
Compatibility is defined by state statutes as: “a condition in which land uses or conditions can coexist in relative proximity to each other in a stable fashion over time such that no use or condition is unduly negatively impacted directly or indirectly by another use or condition” F.S., 163.3164(9). The purpose of this Section is to provide guidance for administrative and/or legislative evaluation of the design of new or infill development and its compatibility with existing development by Community Development Department staff, the DRC, the Planning Board, and the City Commission.

**3.7.2 Compatibility and Design**
The goals and policies of the Comprehensive Plan and the principles of the Strategic Plan define the community’s vision for urban design and are intended to facilitate new development and redevelopment that is compatible with existing neighborhoods and businesses. Also, the involvement and awareness of adjacent property owners in the review process is essential to identify specific issues not addressed by larger policies to ensure compatibility between existing development and new or infill development.

**A. Consistency with Strategic Plan design principles**

(1) Activity Center Design Guidelines - The Activity Center Urban Design Guidelines were adopted by City Commission on October 19, 2010. They provide general urban design guidance for staff in reviewing both small and full scale projects within the City's activity centers. Staff has extracted key concepts from the Guidelines to create “Style Sheets” for typical development and redevelopment scenarios to guide developers and staff in the review of proposals within these areas. Several of the desirable or mandated development design concepts are applicable City-wide, and consequently, are included throughout this CDC.
(2) Neighborhood activity centers and mixed use corridors (Style Sheets) - Neighborhood Activity Centers and Mixed Use Corridors are expected to redevelop incrementally over time. Accordingly, staff has created “style sheets” reflecting not only the concepts of the Activity Center Design Guidelines, but the strategies contained within the City’s Strategic Plan, including focusing on creating successful transitions and physical relationships between these node and adjacent neighborhoods.

(3) Special design requirements for activity centers adopted as Community Redevelopment Districts (CRDs) and Special Area Plans - In addition to the Activity Center Design Guidelines, special design requirements for the City’s CRDs (Clearwater-Largo Road and West Bay Drive) and for other major activity centers as adopted under the Special Area Plan provisions of the Countywide Plan Rules may be found in Section 7.2.

(4) Community street standards – The Strategic Plan provides standards for redevelopment along the identified Community Street network within the City. These standards are included by reference in Section 7.4.3.

(5) Mobility requirements – In accordance with Section 150, Impact Fees, of the Pinellas County Land Development Code.

B. Compatibility with surrounding neighborhoods

(1) Neighborhood information meeting - A neighborhood information meeting is held at the conclusion of the preliminary site plan review to acquaint adjacent property owners with the development proposal. It is intended to help adjacent property owners evaluate project impacts. Conflicts can arise between neighborhood property owners and developers due to lack of information about the relationship of the proposed development to the existing neighborhood. Effective communication between the parties can be facilitated by an informal meeting between the developer, impacted neighbors, and other interested parties. The following principles are intended to serve as a guide to evaluate the compatibility of a proposed development with its surroundings;

(a) Preservation or improvement of neighborhood character - The degree to which a proposal preserves or improves neighborhood character shall be one of the measures of compatibility. A preliminary site plan shall be evaluated based upon the design review criteria outlined in this CDC as well as the sensitivity of the proposed development to the natural environment and neighborhood relative to aesthetics, design, scale, bulk, height, orientation and the effect on existing views;

(b) Identification and mitigation of traffic impacts – The degree to which the proposed development identifies and mitigates its impacts to the road system and surrounding development is another measure of compatibility. Ideally, the project will be designed so additional traffic generated does not cause adverse impacts on the road system and surrounding development. (See Section 8.7.2 (B)(1-12) for examples of mitigation strategies;

(c) Identification and resolution of potential land use conflicts - Typical land use conflicts between existing and proposed uses involve air, noise, stormwater runoff, access, safety, and privacy. The extent to which these conflicts are avoided or effectively mitigated is a measure of compatibility; and
(d) Appropriate connections to residential neighborhoods and adjacent uses – The degree to which new or infill development provides appropriate pedestrian and vehicular connections to existing uses. Providing necessary privacy (through vegetative buffering and fencing, control of noise impacts, building, and traffic setbacks) for adjacent residential properties is also a measure of compatibility.

(2) Information follow up - Prior to the issuance of a DO, a copy of the site plan will be provided for public information at City Hall and all citizens who request follow up information and provide the appropriate contact information at the Neighborhood Information Meeting will be notified of its availability.

3.7.3 Concurrency

A. Purpose – The purpose of the City’s Concurrency Management System (CMS) is to ensure that facilities and services needed to support development are available concurrent with the impacts of such development. The CMS requires that the adopted level of service standards for potable water, sanitary sewer, solid waste, drainage, and recreation be maintained.

B. Authority – The CMS shall ensure that issuance of a DO or DP is conditioned upon the availability of public facilities and services necessary to serve new development.

C. Applicability – All applications for a DO or a DP, which result in an increased demand on municipal services, shall be subject to CMS review and approval.

D. Exemptions

(1) Twenty-five (25) percent or less gross floor area additions to non-residential uses, as well as single-family, duplex, and triplex dwellings when constructed on existing platted lots shall not be subject to CMS review and approval.

(2) Concurrency Management Procedures:

(a) The capacity-to-serve determinations shall measure the potential impacts of a development proposal upon the minimum adopted levels of service (LOS) for potable water, sanitary sewer, solid waste, recreation, and drainage. The most current available information and data regarding the above facilities or services operating LOS shall be utilized for capacity-to-serve determinations.

(b) Applications for DO shall include a completed Concurrency Impact Questionnaire (CIQ) provided by the City. All information relevant to the project must be answered accurately and to the best ability of the applicant. Applicants must submit supporting calculations and/or studies when alternative methods of calculating demand are being utilized.

(c) The burden of showing compliance with the adopted minimum LOS and the capacity-to-serve determinations shall be upon the applicant. Upon receipt of a denial based upon insufficient capacity-to-serve, the applicant shall be afforded the opportunity to review the documentation and information upon which the determination was based.

(d) The Concurrency review determination will be valid for purposes of issuance of DO or DP for a period no greater than twelve months from the date of issuance. For those concurrency review determinations issued for a development agreement entered into by the City pursuant to
the provisions of this Code, the duration of such determinations shall be for the time period stated in the development agreement.

(e) DOs and DPs issued and approved shall be based on, and in compliance with concurrency review determination issued for that development proposal. A DO or DP shall be in compliance with its concurrency review determination if the impacts associated with that DO or DP are equal to, or less than the allocations made in association with the review determination.

E. Appeals/claims for a vested rights process – The process to appeal a denial of a proposed development based upon capacity-to-serve determinations is set forth in Section 4.11.

3.7.4 Preliminary Site Plans (Concept Plans) – The applicant shall submit one (1) digital file and as many copies of a preliminary site plan containing the following information as deemed necessary by the DCO. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete.

A. Proposed building footprint(s);
B. Proposed interior traffic circulation, parking, and curbcuts;
C. Proposed retention area(s);
D. Required landscaping buffer types and widths;
E. Location of proposed freestanding sign;
F. Proposed dumpster(s) location; and
G. A site data table such as depicted by Table 3.1: Example Site Data Table summarizing the areas and percentages of existing and proposed floor area, impervious surface, interior landscaping, and number of parking spaces, shall be included.

Table 3.1: Example Site Data Table

<p>| Address:   |
| Proposed Use:   |
| Lot Area: ___________________  Square Feet (______ Acres) |
| Standards | Existing |
| Floor Area Ratio | | |
| Building 1: | __________Square Feet |
| Building 2: | __________Square Feet |
| % FAR (total) | ________% |
| Impervious Surface Ratio | | |
| Building 1: | __________Square Feet |
| Building 2: | __________Square Feet |
| Parking, Drives &amp; Sidewalks | __________Square Feet |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>% ISR (total)</td>
<td>_____%</td>
</tr>
<tr>
<td>Parking</td>
<td></td>
</tr>
<tr>
<td>General Parking Spaces</td>
<td>_____</td>
</tr>
<tr>
<td>Accessible Spaces</td>
<td>_____</td>
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<tr>
<td>Bicycle Spaces</td>
<td>_____</td>
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<tr>
<td>Ratio (Spaces/GFA)</td>
<td><em><strong><strong>/</strong></strong></em></td>
</tr>
<tr>
<td>Total Vehicle Spaces</td>
<td>_____</td>
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<tr>
<td>Interior Landscape</td>
<td></td>
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<tr>
<td>Total Number of Trees Provided</td>
<td>_____</td>
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<tr>
<td>Setbacks (from centerline of ROW)</td>
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<tr>
<td>North</td>
<td>_____ Feet</td>
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<tr>
<td>South</td>
<td>_____ Feet</td>
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<td>East</td>
<td>_____ Feet</td>
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<td>West</td>
<td>_____ Feet</td>
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<tr>
<td>Parcel Number:</td>
<td></td>
</tr>
<tr>
<td>Land Use Designation</td>
<td>Building Area: _________________Square Feet</td>
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<td>Proposed</td>
<td>CDC Requirement</td>
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<td>Floor Area Ratio</td>
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<td>_____% (Max)</td>
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<td>__________ Square Feet</td>
<td>_____%</td>
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<tr>
<td>Parking</td>
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<td>Impervious Surface Ratio:</td>
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<td>__________ Square Feet</td>
<td>_____% (Max)</td>
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<td>__________ Square Feet</td>
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<td>Interior Landscape</td>
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<td>Setbacks (from Centerline of ROW)</td>
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3.7.5 Neighborhood Information Meeting

Proposed developments adjacent to existing residential property shall require a meeting with the surrounding property owners, unless waived by the DCO. The meeting must be held at a location and time convenient to the surrounding property owners to maximize attendance. It shall be the responsibility of the applicant to notify all affected parties, as stated below (3.7.5.A). The following sequence of activities is to be followed:

A. Notification - Two (2) weeks prior to the meeting date, the applicant shall provide mailed notice to all property owners within five hundred (500) foot radius of the boundaries of the subject property as listed in the records of the Pinellas County Property Appraiser. The DCO shall provide the applicant with a current list of addresses from current tax records of the Pinellas County Property Appraiser. The list of addresses shall be considered current when obtained on or after the date of filing an application. The applicant shall provide the DCO with satisfactory evidence of mailing, consisting of a list of property owners to whom the notice was mailed bearing written verification by the U.S. Postal Service on the date of mailing.

B. Applicant presentation - The applicant shall explain the proposed use of the subject property and make a copy of the preliminary site plan available for review by attendees. The applicant may also discuss the project's development objectives and design philosophy.

C. Question and answer – Upon completion of the presentation, time shall be reserved for a question and answer period. Questioning should be focused on the proposal as presented, not to the question of whether the site should be developed. The applicant shall identify how potential conflicts between the proposed development and the surrounding neighborhood will be mitigated. Any representations made by the applicant to the attendees shall become a requirement for DO approval.

D. Meeting held over applicant's objection - Staff reserves the authority to require the meeting over the applicant's objections. Failure to conduct a meeting when directed by staff shall be cause for denial of an application.

3.7.6 Pre-Application Meeting

The applicant or the applicant's authorized representative shall schedule a pre-application meeting. Representatives of Community Development and other City Departments, as deemed appropriate by the DCO, shall be in attendance. The purpose of the meeting shall be to acquaint the applicant with applicable substantive and procedural requirements, to arrange such technical and design assistance as will aid the applicant in interpretation of requirements, to discuss the recommendations of the DRC and the neighborhood residents, and to otherwise identify policies and regulations that create opportunities or pose significant constraints for the proposed development. A determination will be made at the pre-application meeting as to the necessity for subsurface soils and environmental surveys and other necessary information to be provided as part of the application.

3.7.7 Final Site Plan/Preliminary Plat Review

A. Application for a Development Order (DO) - Applications for final site plan/ preliminary plat approval will only be accepted provided the preliminary site plan has been revised to include the comments provided by the DRC, the neighborhood information meeting has been held by the applicant (if applicable) with pertinent issues addressed, and a pre-application conference has
been held with staff. An application is considered complete when the following submission requirements are met:

(1) Application form - The City's standard application form shall be completed, signed by the applicant, or agent of the applicant, and notarized. Signatures by agents of the property owners will only be accepted with proof of authorization. In the case of corporate ownership, a notarized letter, written on company letterhead, stating that the representative is authorized to sign on behalf of the corporation, must be provided;

(2) Application fee – The application fee is paid in full accordance with the current fee schedule.;

(3) Certificate of title - A copy of the latest recorded deed or title insurance policy with an accurate legal description of the subject property is provided;

(4) Boundary survey - A current survey, signed and sealed by a registered professional surveyor, shall be provided and must include the legal description of the property, the location and type of any adjacent or contained easements and/or rights-of-way, and the total area of the subject property in square feet and acres. If the survey is older than ninety (90) days, an affidavit must be provided by the applicant stating that no additions or alterations have been made to the site and that the attached survey is still an accurate representation of site conditions.;

(5) Topographic survey - A recent topographic survey of existing conditions based on United States Coast and Geodetic Survey, Mean Sea Level (MSL) Datum, and National Oceanographic Survey contoured to an interval of one (1) foot. The survey shall include the proposed plat area plus adjacent lands within a minimum of one hundred (100) feet of the boundaries thereof;

(6) Soils survey and/or groundwater sampling – The DCO may require a surface soils survey, subsurface boring results, and/or ground water sampling which shall include discussion of necessary mitigative measures to be taken to overcome soil constraints on-site and potential impacts off-site;

(7) Permit approvals from other jurisdictions - Copies of all applicable permits from county, regional, state, and federal agencies exercising jurisdiction over proposed drainage improvements, roads, utilities, and areas containing natural resources, is required prior to commencement of development;

(8) Level of service (LOS) determination - If the proposed project impacts County or City facilities (water, sewer, solid waste, public schools), the City's Concurrency Impact Questionnaire (CIQ) and Priority Pollutant Information Form shall be completed, and a capacity-to-serve determination is required prior to issuance of a DO;

(9) Legal documents – Preliminary drafts of any legal documents necessary to the control of the ownership and maintenance of common areas is required. Legal documents is provided for rights-of-way dedications and off-site drainage and all other easements;

(10) Utility review - The Engineering Department will coordinate reviews by public utility companies and agencies involved in utility installations in residential developments;

(11) Submission of required drawings – as provided in Section 3.7.7.B; and
(12) Infrastructure permit applications – applicant shall submit application for an infrastructure permit to the Building Division along with the submission of all required drawings.

**B. Required drawings** - The applicant shall submit one (1) digital file and as many copies of the final site plan/preliminary plat as is required on the City's application form. The plans shall contain the following information at a minimum. Additional information may be requested, as deemed necessary by the DCO. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete. Plans must be signed and sealed by a registered architect, landscape architect, or civil engineer licensed in the State of Florida, and must be drawn on durable material with permanent markings to a maximum scale of one inch equals sixty feet. The drawings shall include details in accordance with the City’s most current Engineering Design and Construction Standards. The plans must encompass all of the information included in the preliminary site plan modified to comply with the comments provided by the Development Review Committee, and any modifications required as a result of agreements made during the neighborhood informational meeting. At a minimum, the following information shall be included within the submitted drawings:

(1) General Information:
   (a) A site location inset;
   (b) Drawing scale used with graphic representation;
   (c) Number of sheets per set of all plans relating to the project;
   (d) A blank space measuring at least four (4) inches in width and three (3) inches in height in the top right corner of the cover page. This space will be reserved for the City’s DO stamp;
   (e) Proposed subdivision name and any previous or former subdivision names, scale, date, section, township, and range, and the County Property Appraiser's parcel number(s);
   (f) The future land use map designations of all properties abutting, adjacent, and directly across the right-of-way from the subject property;
   (g) Name, address, and telephone number of the owner(s) and/or developer(s) of the property. Where a corporation or company is the owner of the subject property, the name and address of the president and secretary of the corporation shall be affixed;
   (h) Name, business address, and telephone number of those individuals responsible for the preparation of the drawings; and
   (i) North indicator and complete dimensioning. All dimensions shall be in feet and decimal fractions of a foot, or in meters and decimal fractions of a meter.

(2) Existing Conditions and Proposed Development:
   (a) The location of any underground or overhead utilities, culverts, wells and drains on or within two hundred (200) feet of the property;
   (b) Any historic and archaeological sites located on, or adjacent to, the property to be developed shall be shown on the site plan;
(c) All structures (including fences) shall be labeled as to type, height, composition, and intended use;

(d) Building setback distances from property lines abutting existing and proposed right-of-way center lines and all adjacent structures shall be indicated;

(e) Pad location and specifications of all proposed garbage dumpsters, compactors, grease traps, oil/water separators, and any other wastewater pre-treatment equipment. Delivery platforms, compactors, dumpsters, and mechanical air conditioning equipment should be located away from any adjacent residential and screened as necessary. All dumpsters visible from the public right-of-way must provide gated enclosures. In addition, all mechanical equipment, utility boxes, double check valves, and other similar items should be screened to minimize visibility to the general public;

(f) Parking, lighting, and traffic circulation in accordance with the requirements of this CDC. Locations of all proposed exterior lights shall be shown and orientation of lights shall also be given;

(g) Exact locations of all existing and proposed fire hydrants;

(h) Construction details showing compliance with the construction standards specified in this CDC, and written specifications meeting, or exceeding, all applicable design minimum standards. Name and seal of the registered civil engineer, licensed to practice in the State of Florida, who was responsible for the design of the public improvements;

(i) Locations, names, and widths of existing and proposed roads, sidewalks, accesses to the parcel, easements, building lines, alleys, parks and other open public spaces, and similar facts regarding adjacent property. The widths and locations of any rights-of-way, streets, easements, or other public ways or places shown upon the Future Land Use Map within the area to be subdivided and any proposed vacations of such streets, easements, public ways, or places. For all plats involving single-family subdivisions, the proposed rights-of-way shall be dedicated to the City of Largo.;

(j) Development specifications of the tract including area, proposed number of lots and dwelling units, amount and location of all land to be dedicated or reserved for all public and private uses, including rights-of-way, sidewalks, easements, etc., amount of area devoted to all existing and proposed land uses, including schools, open space, churches, residential, and commercial, as well as the locations thereof;

(k) The boundaries of proposed drainage and utility easements over, under, or across private property. Such easements shall provide satisfactory access to an existing public right-of-way for maintenance or other activities by utility companies.

(l) Potable and reclaimed water distribution, wastewater collection plans, and proposed profiles including the location of the nearest available potable and reclaimed water supply, sewage disposal system, and the proposed tie-in points. All developments shall be required to tie into the reclaimed water lines once service becomes available;

(m) Special profile sheets showing special or unique situations, such as intersections or waterways;
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(n) Areas to be preserved as open space in accordance with this CDC;

(o) All developments retaining areas in common ownership shall be required to establish a homeowner association (HOA), in accordance with Florida Statutes, prior to platting. Legal documentation, which may include a Declaration of Restrictions, shall be provided for City review, which shall provide that the HOA is responsible for maintenance of all common areas and improvements;

(p) Stormwater Management Plan – A master drainage plan in compliance with all of the requirements of Chapter 11 and showing the complete drainage system including:

(i) Closed drainage areas, land cover acreages, impacts on the quality of on-site and surrounding ground water and surface waters, stormwater runoff to adjacent lands and existing outfall systems, and the complete calculations used to design the system. Rights-of-way and easements for all drainage improvements including, but not limited to, retention/detention ponds, ditches, culverts, channels, water control structures and the like, required for the drainage of the site for both on-site and off-site improvements shall be provided, as well as existing and proposed major drainage patterns, drainage courses, and easements as shown and adopted on the Pinellas County Master Drainage Plan and City of Largo’s Master Stormwater Management Plan, or as deemed appropriate by the City Engineer;

(ii) Typical and special roadway and drainage sections, summary of cut and fill quantities, and cross-sections and specifications for all proposed pavement;

(iii) Flood-prone areas – Plan of the channel showing the location of existing structures therein, obstructions, and other typical areas, along with representative cross-sections of these areas, typical cross-section of the existing and proposed channel, one hundred (100) year storm (twenty-four (24) hour duration) hydrographs and/or flood routing calculations, and backwater curve profiles of the proposed waterway, unless the City Engineer approves the use of a lesser recurrence interval. Engineering shall evaluate all potential increases in flood hazards to lands upstream or downstream and facilities thereon, and shall make provisions for eliminating, at no public cost, the adverse effects due to the increase of flood hazards on said lands and facilities. Minimum finished floor elevation shall be set at least one foot above the maximum water surface elevation determined from a map of flood-prone areas prepared by the Federal Emergency Management Agency (FEMA) or the Pinellas County Master Drainage Plan and City of Largo’s Master Stormwater Management Plan. If an Elevation Certificate (FEMA form) is not on file for an existing principal structure, then one must be prepared, certified, and submitted before any permit is issued for a structural addition or improvement. After completion of any new construction or structural addition, an Elevation Certificate must be prepared and certified by a registered land surveyor or civil engineer, and be submitted to the City Building Division before a Certificate of Occupancy or Certificate of Completion will be issued; and

(iv) Existing and proposed improvements to waterways, lakes, streams, swales, channels or ditches, bridges, culverts, seawalls, bulkheads, docks, retaining walls, and any other proposed structure as required by the City Engineer;

(q) Site clearing and tree protection plan - The provisions to be made for the adequate control of erosion, sedimentation, dust, and debris during all phases of clearing, grading, and construction in accordance with the requirements of this CDC (see Section10.4.2 .C. and D;
(r) Landscaping plan – A landscaping plan shall be submitted in accordance with the requirements of Chapter 10. The applicant shall include a tree inventory at the same scale as the layout plan and of sufficient detail to indicate the locations and species names of all existing trees and stands of native vegetation, with as to which are to be removed or relocated and which will remain; and

(s) Master signage plan: A master signage plan in accordance with the requirements of Chapter 12.

(3) Development in the Community Redevelopment Districts (CRDs) - Development within the CRDs shall comply with the submission requirements of this Chapter and the applicable performance standards and supplemental standards of this CDC. In case of conflict, the more stringent requirements shall prevail. Plans for the CRD shall encompass facade designs including front, side, and rear building elevations, or a rendering for corner lots. There shall be sufficient detail, either through drawings or narrative, for an evaluation of proposed design, including proposed colors and materials. Where public or common areas are included, designs for the streetscape shall be submitted.

(4) Residential developments - Residential developments shall comply with all of the performance standards and applicable supplemental standards of this CDC as well as the submission requirements of this CDC. In addition, plans for residential developments shall include the following:

(a) The total number of residential units shall be indicated, categorized according to number of bedrooms;

(b) The total number of units (all types) and units per acre shall be included, along with construction phase limits, if proposed;

(c) Area of land designated for open space and method of maintenance;

(d) Maximum allowable density in units/acre;

(e) Proposed location and orientation of street lights. Plans for street lights shall bear the approval of the requisite utility authorities involved;

(f) Maximum height(s) of building(s);

(g) Type of on-site recreation facilities proposed, the area expressed as a percentage of total site area, and all information necessary to calculate credit in accordance with this CDC;

(h) The location of existing streets within two hundred (200) feet of the development; and

(i) Legal description, boundary survey, tract dimensions, lot and block designations, location and description of existing and proposed permanent reference monuments.

(5) Plats and Replats within Flood Hazard Areas: All plats and replats within flood hazard areas shall carry the following flood hazard warning prominently displayed on the document:

FLOOD HAZARD WARNING
This property is located within a recognized flood hazard area, and may be subject to flooding. Local building and development control officials may be contacted to obtain the latest information regarding flood elevations and restrictions on development which may limit use of this property.

C. DO approval – Upon receipt of an approved staff report, the applicant shall make any necessary plan revisions prior to submission of 8 copies of the complete, signed, and sealed sets of all required final drawings or as deemed necessary by the DCO. The applicant shall be required to sign the DO agreeing to comply with all requirements and conditions therein. A pre-construction meeting shall be a prerequisite of DO approval, when deemed necessary by the City Engineer or DCO, but will typically occur immediately following the signing of the DO. This meeting must occur prior to the release of any Building Permits.

D. Amending, modifying or withdrawing an application - See Section 3.4.4.E.

E. Amending an approved DO – See Section 3.4.7.K.

3.7.8 Final Plat Requirements

A. Application requirements for final plat – The developer shall coordinate the construction of all improvements with the City Engineer. The required improvements must be completed in accordance with the DO. The final plat, along with the required records data and as-built drawings, shall be submitted to the City Engineer for review and approval. The final plat must be signed and sealed by a registered land surveyor in accordance with Chapter 177, F.S.

(1) Final plat - The final plat shall be drawn to a maximum scale of one inch equals one hundred feet (1" = 100'), represented graphically, and shall include the following information:

(a) Reference monuments and dimensional data – All dimensions, angles, bearings, and similar data on the plat shall be referenced and tied to the appropriate government corner, forty (40)-acre corner, or other recorded permanent reference monument;

(b) Accuracy of dimensions - All dimensions shall be accurate to the nearest one-hundredth (0.01) of a foot; angles and bearings shall be accurate to the nearest second;

(c) Drawing of final plat - The applicant shall submit copies of the final plat to the Engineering Department in the following quantity and reproducible formats:

(i) One (1) set drawn in ink on mylar, chronoflex, or other dimensionally stable material. All prints shall be in accordance with State law and shall be reproducible using a diazo process. The applicant must also submit an additional seventeen (17) sets as blueprints; or

(ii) Ten (10) blueprints and an electronic copy in Bentley Systems’ MicroStation DGN format. Other acceptable electronic formats include: Autodesk AutoCAD DWG format, Release 12 or later, and Autodesk Drawing Exchange Format (DXF)

(d) Certification and approvals – The final plat shall contain provision for the certifications and approvals required by law on the face of the first page;

(e). Dedications – The purpose of all reserved areas shown on the plat shall be indicated on the plat. All areas reserved for use by the residents of the subdivision shall be so designated; and all areas reserved for public use, such as parks, rights-of-way for roads, streets or alleys, easements for utilities, rights-of-way and easements for drainage purposes, and any other
The final plat shall include a metes-and-bounds description of the lands subdivided. The description must contain sufficient information to enable determination of the starting point and boundary without reference to the plat.
(l) A plat requiring multiple sheets to depict the subdivided lands shall contain an index sheet showing the entire subdivision and referencing the individual sheets. Each sheet shall be numbered and the total number of sheets shown, along with clearly labeled match lines, to show where other sheets match or adjoin;

(m) Index - A plat requiring multiple sheets to depict the subdivided lands shall contain an index sheet showing the entire subdivision and referencing the individual sheets. Each sheet shall be numbered and the total number of sheets shown, along with clearly labeled match lines, to show where other sheets match or adjoin;

(n) Lot and block identification - All lots shall be numbered progressively or, if in blocks, progressively numbered within each block. Blocks shall be similarly numbered or lettered, except that those in numbered additions bearing the same name may be numbered consecutively throughout several additions;

(o) Excluded parcels - All interior excluded parcels shall be clearly indicated and labeled "Not a part of this plat."

(p) Re-subdivision - If the subdivision to be platted is a re-subdivision of all or part of a previously recorded subdivision, ties to controlling lines appearing on the earlier plat sufficient to permit an overlay to be made shall be shown. In the event of a re-subdivision, the word "re-subdivision" shall be a subtitle following the name of the subdivision wherever it appears on the plat.;

(q) Contiguous Properties - All contiguous properties shall be identified by subdivision title, plat book, and page or, if applicable, as unplatted. All abutting existing easements and rights-of-way must be indicated;

(r) The abutting existing rights-of-way must be indicated to the centerline and the words "previously dedicated" shown therein;

(s) Restrictive covenants - Restrictions pertaining to the type and use of existing or proposed improvements, waterways, open spaces, odd-shaped and substandard parcels, building lines, buffer strips and walls, and other restrictions of similar nature shall require the establishment of restrictive covenants. Such covenants shall be noted on the plat. Documents pertaining to restrictive covenants shall be submitted for recording concurrently with the final plat;

(t) Private streets and related facilities - All streets and their related facilities designed to serve more than one (1) platted lot or tract shall be constructed to existing City standards. Private streets shall be allowed within property under single ownership or owned by a condominium or cooperative association, as defined by State law. Ownership and maintenance documents for private streets shall be submitted with the final plat. The dedication contained on the plat shall clearly delegate the maintenance responsibilities for said roads, thereby absolving the City or any other public agency from any such responsibility thereto. The rights-of-way and related facilities shall be identified as tracts for road, utility, and stormwater purposes under specific ownership;

(u) Bodies of water – For residential subdivisions, the ownership of all man-made lakes, ponds, retention basins, and other man-made bodies of water shown on the final plat shall not be dedicated to the public unless approved by the City. Retention/detention areas in residential subdivisions shall have direct access from public rights-of-way. Easements for drainage facilities
into, though, around, or out of bodies of water shall be reserved as required by the City. No retention within individual backyards will be allowed;

(v) Street lights - For residential subdivisions, payment for street light installation must be received or a fee schedule for pole rental and fixture charges based on study completed by the electric utility and accepted by City Engineer. Street lights shall comply with the following requirements:

(i) Street lights within public rights-of-way shall be electric, providing a minimum average illumination as recommended by Duke Energy and approved by the City Engineer. The street light mounting poles within public rights-of-way shall be concrete unless otherwise approved by the City Engineer and shall be wired for underground service;

(ii) Street lighting shall be installed at each street intersection, at mid-block locations (200’ minimum- 300’ maximum spacing), and at the end of each cul-de-sac. Street lights may be required on interior streets, boundary streets, and access paths. Wherever, in the opinion of the City Engineer, a dangerous condition is created by sharp curves or irregularities in street alignment, additional lights may be required prior to receipt of development approval. Final locations will be recommended by Duke Energy, or its successors, and approved by the City Engineer; and

(iii) Residential developments - The developer shall be responsible for the installation and leasing of street lights from Duke Power Corporation, or its successors, in a manner approved by the City Engineer. The developer shall be responsible for all lease payments required to maintain the lights until such time that at least seventy-five (75) percent of the lots are sold and control of the homeowners association has been turned over to the residents; after such time, the City of Largo will assume responsibility for the lease payments. Failure by the developer to make the street lighting lease payments shall result in revocation of the DO;

(w) Sidewalk installation guarantee - For residential subdivisions, a sidewalk installation guarantee form must be signed and acknowledged by the developer, and provided to the City Engineer. The form will serve as a guarantee that all sidewalks will be constructed by the developer prior to the issuance of a DO;

(x) Street and regulatory sign installation guarantee - For residential subdivisions, a street and regulatory sign installation guarantee form, if signs are not required for installation immediately, must be signed and acknowledged by the subdivision developer and submitted to the City Engineer. The form will serve as a guarantee that all streets and regulatory signs will be constructed/installed by the developer prior to the issuance of a DO; and

(y) Public improvements cost certifications - A certification of the cost of the public improvements to be accepted by the City must be reviewed and approved by the City Engineer. This certification must include the cost of paving, drainage, and sanitary sewers to be accepted by the City.

(2) Warranty bond - A one (1)-year warranty bond equal to ten (10) percent of the cost of the subdivision improvements to be accepted by the City must be submitted to and approved by the City Engineer. The purpose of this bond is to guarantee the workmanship and materials of the public improvements accepted by the City and to cover any costs associated with the removal of sediment from the stormwater collection system as a result of the construction activity. The
bond form must conform to any City requirements at the time of issuance. The City shall have up to sixty (60) days, or as specified by the DCO, following written notice to use the bond to secure satisfactory completion of the required improvements and stormwater collection system maintenance in the event of default or failure of the developer to complete such improvements or follow up maintenance within the required time as specified by the DCO.

(3) Releases of lien - All liens and assessments that encumber the property to be platted must be satisfied.

(4) Mechanic’s liens – The contractor involved with the construction and installation of the public improvements of the subdivision must submit a contractor’s waiver and release of lien form to the City Engineer to provide verification that all contractors have been paid, and that no liens will be places against the public improvements.

(5) Surveyor certification – The surveyor involved with the preparation of the plat document must submit a certification that the plat closure is technically correct and meets the requirements of State law.

(6) Guarantees or sureties - A developer who wishes to record a final plat prior to the construction of required improvements shall post guarantees or sureties with the City of Largo providing for construction of the required improvements within one (1) year after recording the final plat. All guarantees or sureties shall be of sufficient legal form and approved by the City Attorney. Guarantees or sureties shall be one of the following:

(a) Cash deposit - The developer shall deposit cash in the amount of one hundred and ten (110) percent of estimated engineering and construction costs for the installation and completion of the required improvements in an account subject to the control of the City of Largo. Monthly draws from such cash deposit or account authorized by the City Engineer may be made when the costs of required improvements installed equal or exceed the amount of the draw requested, plus any previous draws made, if the City Engineer has approved the improvements. The City Engineer shall have the right to reduce the amount of any requested draw to an amount justified by review of the required improvements. The developer shall be entitled to all interest earned on such deposit or account. The City of Largo shall, after sixty (60) days written notice to the developer, have the right to draw sufficient funds on the letter of credit to secure satisfactory completion of the required improvements in the event of default or failure of the developer to complete such improvements within the required time; or

b. Letter of credit – The developer shall furnish an unconditional and irrevocable letter of credit for a period not to exceed one (1) year, in an amount equal to one hundred and ten (110) percent of the total estimated engineering and construction costs for the installation and completion of the required improvements, to the City Engineer. The letter of credit shall be issued by a United States banking institution, member FDIC, authorized to do business in the State of Florida, to the City in a form acceptable to the City Attorney. During the process of construction, the City Engineer shall reduce the dollar amount semiannually on the basis of work completed, but sufficient funds shall remain to complete the balance of required improvements. Following up to sixty (60) days written notice to the developer, the City has the right to draw sufficient funds on the letter of credit to secure satisfactory completion of the required improvements within the required time.

(7) Recording of plats and replats - See Section 4.9.
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B. Waiver of plat requirements

(1) The DCO may waive requirements for plat approval where a parcel of land was previously platted and is not being divided into separate lots or parcels. The request shall be considered if one of the following conditions is met:

(a) The land division consists solely of the conveyance of land or granting of easements or rights-of-way to a governmental or public agency; or

(b) A replat is solely for the purpose of refacing a lot, or lot line adjustments, without an increase in the number of lots or units otherwise allowed.

(2) Waiver submission requirements - To request an approval from the DCO for a plat waiver, the following information must be provided:

(a) A boundary survey certified by a registered land surveyor licensed to practice in the State of Florida;

(b) Fully executed instruments such as deeds, rights-of-way dedications, easements, or reservations as determined by the DCO;

(c) Establishment of an escrow account for all construction and maintenance of improvements required by the City; and

(d) Current opinion of title showing proof of ownership of the property, from an attorney authorized to practice law in the State of Florida, or an opinion from a title insurance company authorized to do business in the State of Florida.

Section 3.8 Development Order and Development Permit compliance and enforcement

3.8.1 Filing of Application

A. Applications for Small Scale Approvals and DOs – shall be filed with the Planning Division of the Community Development Department.

B. Applications for reclaimed water connection, sanitary sewer connection or for work within a public right-of-way, not associated with a Small Scale Approval or DO – shall be filed with the Engineering Department.

C. All other permit applications – shall be filed with the Building Division of the Community Development Department and must be accompanied by a certified copy of the Small Scale Approval or DO issued, unless exempted.

3.8.2 Compliance

A. Effective period, compliance and enforcement - The effective period of a DO shall be twelve (12) months from the effective date of the DO.

B. DO effective date – The effective date of a DO shall be the date of approval, as documented by the DCO’s signature upon the DO Certificate.

C. Cancellation due to inactivity - The DCO may cancel a DO if construction has not substantially commenced in accordance with an approved site plan as evidenced by poured
footers, slab foundations, or road-base construction within twelve (12) months of DO approval. The DO may also be canceled by the DCO upon evidence of six (6) months of construction interruption as illustrated by inactivity in site inspections.

D. **Extension of the DO due to special circumstances** - Extension may be granted by the DCO upon finding that special circumstances existed prior to the expiration date of the construction period. In order for an extension to be considered, the applicant must notify the City in writing at least one (1) month prior to the expiration date. Examples of special circumstances may include, but are not limited to, a delay caused by either a governmental or semi-public review agency, or a delay caused by the withdrawal of or inability to obtain financial support for the proposed development.

E. **Use of premises upon cancellation** - In the event of a DO cancellation, the premises affected shall not be used or occupied without re-applying for and obtaining approval of a new DO in full compliance with the requirements of this CDC, as amended as of the date of submittal of the new application.

F. **Ongoing compliance** - Failure to comply with or honor any express requirement of an approved DO shall constitute grounds upon which the City may issue a stop work order or refuse further processing of any permit or Certificate of Occupancy on a property. The City may ensure compliance with an approved DO through administrative citations or may use any other enforcement methods available.

### 3.8.3 Enforcement Authority

Authority for enforcement of this CDC's requirements is set out in Chapter 2. The enforcement powers of the DCO, the Building Official, the City Engineer, and the Fire Marshal may be delegated to code inspectors as provided below or as deemed appropriate by each official.

A. **Engineering inspectors** – The Engineering Inspectors may issue stop work orders for noncompliance with any of the conditions of an approved DO or DP.

B. **City arborist** – The City’s arborist, or designee, may issue stop work orders for noncompliance with the standards of this CDC relating to enforcement of landscaping and irrigation standards of an approved DO, tree removal permit, or site clearing and demolition permit.

C. **Building inspectors** – The Building inspectors shall be responsible for compliance with all applicable Building Code standards and may issue stop work orders for noncompliance with any of the conditions of an approved DO or DP.

D. **Police department** – The Building Division may empower the Police Department with code enforcement authority for the removal of illegal and prohibited structures including, but not limited to, signs. Once empowered, the Police Department shall issue notices of violation and may refer unresolved matters to the City of Largo Code Enforcement Board or Special Magistrate in accordance with Chapter 9 of the City Code of Ordinances, may require the violator(s) to appear in county court, or may take any other enforcement methods available.
Chapter 4: Hearing Procedures

Section 4.1 Hearing Procedures, In General

4.1.1 Purpose –

This chapter sets forth the hearing procedures required for quasi-judicial hearings, legislative hearings, as well as other hearings such as board of adjustment hearings which are neither quasi-judicial nor legislative.

4.1.2 Quasi-Judicial Actions, in General

A. Applicability –

These procedures shall apply to all applications in which the Planning Board or City Commission acts in a quasi-judicial capacity. A quasi-judicial decision involves the application of CDC standards or a discretionary standard required by this chapter to the specific facts of the application. These procedures do not apply to administrative decisions made by city staff, except upon an appeal of the administrative decision to the Planning Board.

(1) Level III Planning Board review – Level III issues, which are quasi-judicial in nature, and shall require review and determination by the Planning Board, typically include but are not limited to the following types of development-related requests:

(a) Conditional use requests (Class II) (Section 4.2);
(b) Hardship relief requests (Section 4.3); and
(c) Appeal of administrative decisions (Section 4.4).

(2) Level V City Commission review – In the following Level V reviews, the City Commission acts as a quasi-judicial body, taking action after staff review but without a recommendation from the Planning Board. Level V issues typically include, but are not limited to, the following types of development-related requests:

(a) Recordings of plats and replats (Section 4.9);
(b) Vacation/dedication of right-of-way or easements (Section 4.10); and
(c) Determination of vested rights (Section 4.11).

B. Quasi-judicial pre-hearing procedures

(1) Participants – City staff, the applicant and intervening parties may present testimony relevant to the proposal at the public hearing. “Intervening party status” may be applied, but is not limited to, all property owners within five hundred (500) feet radius of the boundaries of subject property as listed in the records of the Pinellas County Property Appraiser, or all individuals who
reside in or operate a business within five hundred (500) feet of the subject property. Intervening party status entitles a person to personally testify, present evidence, present argument, present fact and expert witnesses, cross-examine witnesses, appeal the decision and speak on reconsideration requests. Intervening party status needs to be requested and obtained immediately before the case discussion prior to the hearing board. Testimony shall be directed to whether the proposal does or does not meet appropriate criteria and standards as well as modifications necessary for approval.

(2) Rules of procedure – All public hearings must conform to the rules and order of business adopted by the hearing body. The rules of procedure must comply with Florida law and Section 2.11 of the City Charter. More specific procedures are also contained in this Section.

(3) Pre-hearing actions and submittals:
(a) Application and fee – The applicant shall complete an application and submit the required fee in accordance with the current fee schedule;
(b) Upon formal acceptance of the application and fee, the Development Controls Officer (DCO) shall schedule the public hearing date, and notice of the public hearing shall be provided pursuant to the requirements of this CDC;
(c) Staff recommendation - To the extent that the applicable procedure requires DCO review and a written recommendation to be presented to the board, that written recommendation shall be completed and available for public inspection no later than one (1) week prior to the hearing before the board;
(d) Written submissions – No later than one (1) week prior to the scheduled public hearing before the board, any applicant or intervening party may submit any written arguments, evidence, explanations, studies, reports, petitions or other documentation for consideration by the board in support of or in opposition to the application. All written submissions must be on 8½ x 11-inch paper. No written materials will be accepted by the board at its hearing unless, in the board's discretion, the materials are necessary to decide the issue, or the materials were not available, due in no part to the actions of the person submitting the materials, one (1) week prior to the hearing; and
(e) Registration of intervening parties – Persons who desire to make presentations as an intervening party must register with the city clerk or board secretary on the forms provided immediately prior to the commencement of the meeting at which such item is to be heard. Five (5) or more persons deemed by the board to be associated together or otherwise represent a common point of view, as an affected party on an item, may be requested to select a single spokesperson.

C. Quasi-judicial hearing procedures
(1) Order and time – The order of appearance and total time allotments shall be as follows; however if good cause is shown, the chair may grant additional time above what is stated in this Section:
(a) Presentation by staff – ten (10) minutes;
(b) Presentation by applicant – ten (10) minutes;
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(c) Presentation by intervening parties – ten (10) minutes;
(d) Public comment;
€ Staff, amended recommendations, if any – three (3) minutes;
(f) Closing argument of intervening parties – three (3) minutes;
(g) Applicant; rebuttal and closing argument – three (3) minutes.

(2) Hearing procedure:
(a) The city clerk or board secretary shall describe the application, identify the applicant and other persons to the proceedings, and announce the order of presentation;
(b) The board shall consider and grant any requests for intervening party status;
(c) Disclosure of ex parte communications received by City Commissioners or board members, if any, which shall be made a part of the record;
(d) The city clerk or board secretary shall swear in City staff, the applicant, intervening parties, and witnesses;
(e) The applicant, city staff and intervening parties shall present testimony and documentation to the City Commission or Planning Board; and,
(f) At the conclusion of the quasi-judicial public hearing, the Planning Board shall recommend approval, approval with conditions, or deny the application. The City Commission shall approve, approve with conditions, or deny the application. Decisions on appeal shall be affirmed, reversed, or remanded. The processing of a matter under consideration may be extended for a reasonable period as determined by the hearing body, not to exceed six (6) months from the date of the first hearing, if agreed to by the Planning Board/City Commission and the applicant or appellant.

(3) Rendition of final orders- A written order resulting from a quasi-judicial hearing before the Planning Board shall be deemed to be filed, and thereby rendered, on the date the order is signed by the Chairperson of the Planning Board,. A written order resulting from a quasi-judicial hearing before the City Mayor. An order becomes final on the date it is rendered pursuant to this section. The time in which an order may be appealed begins to run on the date the order is rendered pursuant to this section.

D. Quasi-judicial burden of proof standards

The burden is on the applicant to prove by competent, substantial evidence presented before the hearing body, the completeness of his/her request, accomplishment of a legitimate public purpose, and the compliance of his/her proposal with all requirements and applicable standards of the Comprehensive Plan, this CDC and other applicable regulations.

E. Quasi-judicial record of proceedings – The City Clerk or board secretary shall be present at each hearing and shall be responsible for providing meeting minutes.

(1) Any party seeking judicial review shall be responsible to obtain and pay the cost of a transcript of the hearing.
(2) The hearing body shall retain as part of the hearing record each item of physical or documentary evidence presented, and shall have the items marked to show the identity of the person offering the same and whether presented on behalf of City staff, the applicant or intervening party. Exhibits shall be retained until the applicable appeal period has expired, at which time the exhibits may be released or otherwise disposed of.

(3) Interested persons shall have access to the record of the proceedings at reasonable times, places, and circumstances and shall, at their expense, be entitled to make copies thereof.

F. Quasi-judicial hearing notice requirements -

(1) Purpose – Quasi-judicial hearings shall be noticed in accordance with the applicable requirements of the Florida Statutes and this CDC.

(2) Required type and timing of notice – Table 4-1 identifies when and what type of public notice shall be required and the minimum number of days prior to a scheduled meeting/hearing made. Published notice is required prior to each scheduled meeting/hearing, unless otherwise indicated. Mailed and posted notice is only required prior to the first scheduled meeting/hearing. A properly noticed meeting that is by a hearing body to a date certain does not require additional public notice.

(3) Content – Each notice shall contain, at a minimum: the date, time, and place of the hearing; a description of the substance of the subject matter that will be discussed at the hearing; the postal address, if applicable, and tax parcel identification number of the property for which the proposed action is pending; identification of the body conducting the hearing; a brief statement of what action the body conducting the hearing may be authorized to take; and a statement that the hearing may be continued without further notice, from time to time, as may be necessary. In addition, published completed and available for public inspection no later than one (1) week prior to the hearing before the board.

d. Written submissions – No later than one (1) week prior to the scheduled public hearing before the board, any applicant or intervening party may submit any written arguments, evidence, explanations, studies, reports, petitions or other documentation for consideration by the board in support of or in opposition to the application. All written submissions must be on 8½ × 11-inch paper. No written materials will be accepted by the board at its hearing unless, in the board's discretion, the materials are necessary to decide the issue, or the materials were not available, due in no part to the actions of the person submitting the materials, one (1) week prior to the hearing.

e. Registration of intervening parties – Persons who desire to make presentations as an intervening party must register with the city clerk or board secretary on the forms provided immediately prior to the commencement of the meeting at which such item is to be heard. Five (5) or more persons deemed by the board to be associated together or otherwise represent a common point of view, as an affected party on an item, may be requested to select a single spokesperson. Notice content shall comply with the requirements of the applicable requirements of the Florida Statutes.

(4) Procedures for mailed notice - Mailed notice shall be given to all property owners within a five hundred (500) foot radius of the boundaries of the subject property as listed in the records of the Pinellas County Property Appraiser a minimum of thirty (30) days prior to the first public
hearing. The DCO shall provide the applicant with a current list of addresses from current tax records of the Pinellas County Property Appraiser. The list of addresses shall be considered current when obtained on or after the date of filing an application. The applicant shall provide the DCO with satisfactory evidence of mailing, consisting of a list of property owners to whom the notice was mailed bearing written verification by the U.S. Postal Service on the date of mailing. The failure of a property owner, resident or business owner to receive notice shall not invalidate an action if a good faith attempt was made to comply with the requirements of this CDC for mailed notice.

(5) Procedures for published notice – Published notice shall be given at least seven (7) days, or as provided for in any applicable Florida Statutes, prior to a scheduled public hearing in a newspaper of general circulation in Largo. Additional published notice shall be given for a proposed action when required by law. Notice shall be published by the DCO.

(6) Procedures for posted notice - At least one (1) posted notice, when applicable, shall be placed adjacent to each public roadway abutting the affected property at least seven (7) days prior to the first scheduled public hearing. The failure to maintain posted notice on the property shall not invalidate an action if a good faith attempt was made to comply with the requirements of this CDC for posted notice.

Table 4-1: Public Hearing Notice Requirements for Quasi-Judicial Hearings

<table>
<thead>
<tr>
<th>Public Hearing Type</th>
<th>Mailed Notice</th>
<th>Published Notice</th>
<th>Posted Notice</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conditional use request</td>
<td>30 days</td>
<td>7 days</td>
<td>7 days</td>
</tr>
<tr>
<td>Hardship relief request</td>
<td>30 days</td>
<td>7 days</td>
<td>7 days</td>
</tr>
<tr>
<td>Appeal of administrative decision</td>
<td>30 days</td>
<td>7 days</td>
<td>7 days</td>
</tr>
<tr>
<td>Recordings of plats and replats</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Vacation/dedication of right-of-way or easements</td>
<td>30 days</td>
<td>7 days</td>
<td>7 days</td>
</tr>
<tr>
<td>Determination of vested rights</td>
<td>30 days</td>
<td>7 days</td>
<td>7 days</td>
</tr>
</tbody>
</table>

4.1.3 Legislative Actions, In General

A. Applicability - All decisions which are to be made by a hearing body, and which require the creation or establishment of policy, rather than the application of policy, are characterized as legislative decisions.

The following matters are the most typical examples of Level IV issues. Level IV issues shall require review by the Planning Board and approval by the City Commission.

(1) Comprehensive Plan Future Land Use Map (FLUM) Amendment (Section 4.5);
(2) Development Agreement (DA) (Section 4.6);
(3) Transfer of Development Rights (TDR) (Section 4.7); and
(4) Development of Regional Impact (DRI) (Section 4.8)

B. Legislative pre-hearing procedures
(1) Upon formal acceptance of the application, the Development Controls Officer (DCO) or his/her designee shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the requirements of this Section.

(2) City staff and the applicant may present information or comments relevant to the proposal at the public hearing. Comments shall be directed to whether the proposal does or does not meet appropriate criteria and standards as well as modifications that are necessary for approval.

(3) Based on the appropriate standard of review, the hearing body shall approve, approve with conditions, or deny the application. The processing of a matter under consideration may be extended for a reasonable period as determined by the hearing body, not to exceed six (6) months from the date of the first hearing, if agreed to by the hearing body and the applicant.

C. Legislative hearing procedures

(1) Order of proceedings – The appropriate order of proceedings for a legislative hearing will depend in part on the nature of the hearing. The following general procedures shall be used during Planning Board and City Commission review of legislative applications:

(a) Presentation by staff;

(b) Presentation by applicant;

(c) Public comment;

(d) Discussion; and,

(e) Action by Planning Board or City Commission.

(2) Planning Board review - In preparing its recommendation to the City Commission, the Planning Board shall do the following:

(a) Identify the Comprehensive Plan policies that govern the decision and prepare findings describing how the proposal complies or fails to comply with these policies;

(b) State reasons for and make recommendations, which may include policy advice; and

(c) Accept as presented, accept with conditions or deny staff’s recommendation regarding the applicant's proposed action. In denying staff’s recommendations, the Board shall provide findings of fact for its decision.

(3) City Commission legislative action – The City Commission shall conduct a public hearing for a proposal requiring Level IV review as provided herein. At the public hearing, City staff shall review the report and recommendation of the Planning Board and provide other pertinent information. The City Commission may limit the extent and content of the information it will receive at its hearings and may establish separate guidelines for consideration of each of the following:

(a) Compliance with the Comprehensive Plan;

(b) Appropriateness of the legislative process; and/or;

(c) Policy changes or refinements proposed.
D. Legislative hearing review standards

The following standards shall be applied in the review of requests requiring legislative approval. The burden is on the applicant to show by a preponderance of the evidence that a request is appropriate and complies with the Comprehensive Plan and this CDC.

(1) The proposal shall be supported by proof that it conforms to the applicable policies of the Comprehensive Plan and to applicable standards of this CDC and the specific criteria set forth for the particular type of decision under consideration; and

(2) Additionally, the following factors are deemed relevant and material and shall be considered by the hearing body in reaching its decision on a proposal; however, neither is a prerequisite for approval:

(a) Mistake in the original land use designation or provision; and

(b) Significant change of conditions within the vicinity in which the development is proposed.

E. Legislative hearing notice requirements

(1) Purpose – This Section provides the public hearing notice requirements in accordance with the requirements of the applicable Florida Statutes and this CDC.

(2) Required type and timing of notice – Table 4-2 identifies when public notice shall be required and the minimum number of days prior to a meeting/hearing said notice shall be provided.

Table 4-2: Public Hearing Notice Requirements for Legislative Actions

<table>
<thead>
<tr>
<th>Public Hearing Type</th>
<th>Mailed Notice</th>
<th>Published Notice</th>
<th>Posted Notice</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive Plan Future Land Use Map Amendment (Large Scale)</td>
<td>30 days</td>
<td>10 days prior to prior to Planning Board &amp; 7 days prior to City Commission 1st and 2nd reading</td>
<td>7 days</td>
</tr>
<tr>
<td>Comprehensive Plan Future Land Use Map Amendment (Small Scale)</td>
<td>30 days</td>
<td>10 days prior to Planning Board, 7 days prior to City Commission 2nd reading</td>
<td>7 days</td>
</tr>
<tr>
<td>Development Agreement</td>
<td>30 days</td>
<td>7 days prior to any public hearing</td>
<td>7 days</td>
</tr>
<tr>
<td>Transfer of Development Rights</td>
<td>30 days</td>
<td>7 days prior to any public hearing</td>
<td>7 days</td>
</tr>
<tr>
<td>Development of Regional Impact</td>
<td>30 days</td>
<td>As provided in FL Statutes</td>
<td>7 days</td>
</tr>
</tbody>
</table>

(3) Content – Each notice shall contain, at a minimum: the date, time, and place of the hearing; a description of the substance of the subject matter that will be discussed at the hearing; the postal address and tax parcel identification number of the property for which the proposed action is pending; a geographic location map; identification of the body conducting the hearing; a brief statement of what action the body conducting the hearing may be authorized to take; and
a statement that the hearing may be continued from time to time as may be necessary. In
addition, published notice shall comply with the applicable requirements of Florida Statutes.

(4) Procedures for mailed notice - Mailed notice shall be provided in accordance to the
requirements of this Section, which vary depending on whether the action is initiated by a
private applicant or the City. The failure of a property owner to receive mailed notice shall not
invalidate an action if a good faith attempt was made to comply with the requirements of this
CDC for notice. Additional mailed notice shall not be required for subsequent hearings related to
a proposed action or if the matter is continued to a date certain.

(a) Private applicant initiated actions – When applicable, mailed notice shall be given to all
property owners within a five hundred (500) foot radius of the boundaries of the subject
property. The DCO shall provide the applicant with a current list of addresses from current tax
records of the Pinellas County Property Appraiser. The list of addresses shall be considered
current when obtained on or after the date of filing an application. The applicant shall provide to
the DCO satisfactory evidence of mailing consisting of a list of property owners to whom the
notice was mailed, bearing written verification by the U.S. Postal Service on the date of mailing.
Such notice shall be placed in the mail at least thirty (30) days prior to the first scheduled public
hearing.

(b) City-initiated actions – Legislative actions initiated by the City, or other governmental
agency, shall be exempt from the provisions of Section 4.1.3.E.(4)a., with the exception of
mailed notice, which shall be made to the property owner(s) of each property whose designation
is proposed to be amended. Such notice shall be placed in the mail at least thirty (30) days prior
to the first scheduled public hearing.

F. Procedures for published notice – Published notice shall be given at least seven (7) days, or
as otherwise stated in this CDC, prior to each scheduled public hearing in a newspaper of
general circulation in Largo. Additional published notice shall be given for a proposed action
when required by law or statute. Notice shall be published by the DCO.

G. Procedure for posted notice – At least one (1) posted notice shall be placed adjacent to each
public roadway abutting the affected property at least seven (7) days prior to the first scheduled
public hearing. Proposed Future Land Use Map amendments initiated by the City of Largo, or
other governmental agency, which affect an entire class of property owners shall be exempt
from the requirement for posted notice.

4.1.4 Board of Adjustment Actions

A. Applicability - This Section provides procedures for consideration of appeals of a decision
rendered by the Planning Board.

B. Authority – The authority for consideration of appeals of Planning Board decisions is
contained in Article VI, Section 6.02 of the City Charter.

C. Review criteria – The City Commission, sitting as the Board of Adjustment, may hear
appeals from quasi-judicial decisions of the Planning Board for any of the issues listed in
Section 4.1.2.A.
D. Procedure – As provided for in Section 6.05 of the Largo City Charter, decisions of the Planning Board may be appealed by the original case applicant or any person granted intervening party status by the Planning Board to the City Commission by filing an application within thirty (30) days of the decision and paying the application fee established by the current fee schedule. Upon formal acceptance of the application, the DCO shall schedule the appeal hearing date and notice of the hearing shall be provided in accordance with the standards provided in Section 4.1.4.F of this CDC.

E. Appeal requirements – All of the items included under this Section must be submitted before an appeal is considered complete and formally accepted. The appellant shall submit as many copies of each item as required on the City's appeal form:

(1) The City's standard appeal form;

(2) Application fee in accordance with the current fee schedule; and

(3) Copies of a letter stating the basis for the appeal.

F. Board of adjustment hearing notice requirements

(1) Purpose – Board of adjustment hearings shall be noticed in accordance with the applicable requirements of the Florida Statutes and this CDC.

(2) Required type and timing of notice – Table 4-3 identifies when and what type of public notice shall be required and the minimum number of days prior to each hearing said notice shall be provided. A properly noticed meeting that is continued by a hearing body to a date certain does not require additional public notice.

(3) Content – Each notice shall contain, at a minimum: the date, time, and place of the hearing; a description of the substance of the subject matter that will be discussed at the hearing; the postal address, if applicable, and tax roll parcel identification number of the property for which the proposed action is pending; identification of the body conducting the hearing; a brief statement of what action the body conducting the hearing may be authorized to take; and a statement that the hearing may be continued without further notice, from time to time, as may be necessary. In addition, published notice content shall comply with the requirements of the applicable requirements of the Florida Statutes.

(4) Procedures for mailed notice - Mailed notice shall be given to all property owners within five hundred (500) foot radius of the boundaries of the subject property as listed in the records of the Pinellas County Property Appraiser. The DCO shall provide the applicant with a current list of addresses from current tax records of the Pinellas County Property Appraiser. The list of addresses shall be considered current when obtained on or after the date of filing an application. The applicant shall provide the DCO with satisfactory evidence of mailing, consisting of a list of property owners to receive notice shall not invalidate an action if a good faith attempt was made to comply with the requirements of this CDC for mailed notice.

(5) Procedures for published notice – Published notice shall be given at least seven (7) days, or as provided for in any applicable Florida Statutes, prior to a scheduled public hearing in a newspaper of general circulation in Largo. Additional published notice shall be given for a proposed action when required by law.
(6) Procedures for posted notice - At least one (1) posted notice, when applicable, shall be placed adjacent to each public roadway abutting the affected property at least seven (7) days prior to each scheduled public hearing. The failure to maintain posted notice on the property shall not invalidate an action if a good faith attempt was made to comply with the requirements of this CDC for posted notice.

G. Public hearing – The City Commission shall hold a hearing in accordance with the procedures contained in Section 4.1.4.D within sixty (60) days of the City's receipt of all of the required items listed in Section 4.1.4.E, unless the City Commission grants a continuance.

The City Clerk shall provide notice of the hearing to the appellant, the applicant, and any other person granted intervening party status by the Planning Board. At the hearing, argument may be presented to the City Commission by the appellant, the applicant and any person granted intervening party status by the Planning Board. The record before the Planning Board shall consist of:

(1) The Community Development Department file concerning the application;
(2) The agenda packet to the Planning Board;
(3) All exhibits and evidence accepted by the Planning Board; and
(4) The Planning Board's minutes and the video or audio recording and/or transcript, if any, of the Planning Board meeting.

H. Board of Adjustment review criteria – It is the burden of the appellant to demonstrate that the original decision was incorrect due to a failure in the consideration of the review criteria of the associated request. No new evidence will be received by the City Commission. The burden shall be on the appellant to show that the Planning Board's decision should be reversed based on the review criteria contained in this Section:

(1) Condition use request – see Section 4.2.4;
(2) Hardship relief request – see Section 4.3.3; and
(3) Appeal of administrative decision – see Section 4.4.3

I. Board of Adjustment procedures – The procedures for Board of Adjustment hearings shall be as follows, unless decided otherwise by the City Commission:

(1) City staff presentation;
(2) Argument by appellant – fifteen (15) minutes;
(3) Argument by applicant, if different than the appellant – fifteen (15) minutes;
(4) Argument by those granted party status by the Planning Board – fifteen (15) minutes total; and
(5) Rebuttal by appellant – if any part is reserved from fifteen (15) minute total.
Section 4.2: Level III, Conditional Use Review

4.2.1 Purpose
Conditional uses are uses that, because of special requirements or characteristics, may be allowed in a particular land use designation or character district only upon completion of a conditional use review and are subject to the limitations and conditions specified therein.

4.2.2 Applicability
No use is permissible on a parcel unless it can be located thereon in full compliance with all of the standards and regulations of this CDC. Site plan approval for the proposed use must be obtained before development permits and/or business tax receipts are issued for a property. In addition, amendment to the Countywide Future Land Use Plan Map shall not be permitted when the intent is to place a conditional use on the site.

Example: A site with a Residential Medium land use designation shall not be allowed to change the land use designation to Residential/Office General for the purpose of improving the site with a restaurant. The applicant would have to apply for an amendment to Commercial General which would allow the restaurant as an allowable use.

4.2.3 Authority
The authority for consideration of conditional use approvals are contained in Article VI, Section 6.02 Land Use, Development and Planning of the City Charter.

4.2.4 Review Criteria for Conditional Uses
All developments shall meet the following standards:

A. Similar impacts – Except as noted below, the impacts of the development subject to the conditional use approval may not exceed the maximum impacts which would result from an allowable use on the same site.

Example: A restaurant (commercial use) may be allowed on a parcel with a Residential/Office General land use designation, subject to the performance standards of the Residential/Office General land use designation, including: permissible site location, maximum traffic generation, maximum impervious surface ratio, maximum floor area ratio, minimum buffer and parking requirements, and maximum allowable signage. The intent is to ensure that the impacts of the proposed conditional use restaurant will not exceed the impact of a use allowed by right in the Residential/Office General designation on the same site.

B. Compatibility – In order to reduce or offset the impact of a use on adjoining properties or the general neighborhood, conditional uses will be evaluated to determine whether adequate measures have been made to ensure compatibility. This will include a review, which may include but not be limited to, the following considerations:
City of Largo, FL: Comprehensive Development Code

(1) Building placement;

(2) Traffic generation;

(3) Noise generation;

(4) Days and hours of operation;

(5) Adequacy of parking;

(6) Site circulation;

(7) Overall compatibility of land use with adjoining properties; and

(8) Other related development impacts.

C. Buffer requirements - Minimum buffer requirements shall be based upon the allowable land use designation of the proposed use, or the land use designation of the site, whichever is more intense. The buffer requirements may be exceeded as a condition of the approval in order to increase compatibility.

D. Impervious surface ratio - The impervious surface ratio (ISR) shall not exceed the maximum allowed for the land use designation of the site, as provided in Chapter 8 of this CDC. The ISR may be lowered as a condition of the approval in order to increase compatibility.

E. Mixed use developments (if applicable) - If a proposed mixed use development includes one or more conditional uses, the entire development shall be reviewed as a conditional use. This provision also applies when one or more of the uses of an existing mixed used development is proposed to be substituted by a conditional use.

F. Restrictions – all applicants must also comply with the following restrictions in order to qualify for conditional use review.

(1) Minimum lot area – A minimum lot area of fifteen thousand (15,000) square feet shall be required for all non-residential conditional uses;

(2) Acreage limitations - A land use amendment shall be required for parcels larger than three (3) acres in size on Residential, CRD, ROR, or R/OG land use designations, and larger than five (5) acres on Commercial or Industrial land use designations, in accordance with the Countywide Rules; and

(5) Prohibited locations - Non-residential conditional use developments are not allowed on local or minor collector roads. In the case of dual roadway frontage, at least one of the roadways classifications must be a major collector roadway classification or higher.

4.2.5 Conditional Use Procedures

A. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required by the City. Failure to provide any of the following items, or the requested number of copies, shall cause the application to be deemed incomplete.
(1) The City's standard application form shall be submitted to the City. The application must include a notarized signature of the property owner or his/her agent with a letter of authorization from the property owner authorizing the agent to process an application on the owner's behalf;

(2) Application fee, in accordance with the then current fee schedule;

(3) A current certified survey signed and sealed by a registered surveyor which includes the legal description of the subject property, which shall include all easements, encroachments and other conditions existing on the site;

(4) A full scale preliminary site plan prepared and reviewed in accordance with the provisions of Chapter 3 of this CDC;

(5) A letter requesting the conditional use approval, including a description of the proposed use and a statement of consistency with the review criteria for conditional uses (Section 4.3.3) of this CDC; and

(6) Any other items, as may be required by the DCO, to completely describe or evaluate the request.

B. Public hearing - Upon formal acceptance of the application, the DCO shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the standards provided in Section 4.2 of this CDC. The Planning Board shall hold a public hearing in accordance with the procedures contained in Section 4.1.2. In connection with the approval of a site plan, the Planning Board may make the granting of the conditional use conditional upon such restrictions, stipulations and safeguards it deems necessary to ensure compliance with the provisions and policies of this CDC and the Comprehensive Plan and to ensure compatibility with surrounding land uses. The ruling of the Planning Board shall constitute final action unless a timely appeal to the Board of Adjustment is filed.

If a proposed conditional use development is determined by the DCO to have the potential of creating impacts upon the public which warrant additional review and comment, the DCO may, at his/her discretion, require additional public hearings and consideration by the Planning Board and/or the City Commission.

4.2.6 Scope of Conditional Use Approval

A. Subsequent development orders - If a conditional use approval is necessary for a proposed development, then the approval must be obtained before the applicant receives final site plan approval, building permit approval, or other development order or permit approval that would authorize development in furtherance of the conditional use.

B. Expiration of the conditional use approval - The conditional use approval shall become invalid if the applicant does not receive a building permit for the work requiring the conditional use within two (2) years from the effective date of the conditional use approval. If the building permit for the work requiring the conditional use expires after the said two (2) years, and prior to the issuance of a certificate of occupancy or certificate of completion, then the conditional use is no longer valid. In addition, in the event an approved conditional use is abandoned or discontinued for a period of two (2) continuous years, the conditional use shall become invalid. The applicant must subsequently reapply for the use, through the conditional use approval process, and receive Planning Board approval prior to allowing the use to continue.
C. Valid for approved site plan only - The conditional use approval is valid only for the site plan approved as part of the application. After the conditional use is approved, the DCO may approve minor modifications to the approved site plan, if necessary, to accommodate any regulatory requirements or site conditions subsequently revealed during the permitting review process.

Section 4.3: Level III, Hardship Relief Review

4.3.1 Purpose and Applicability
This Section provides standards for consideration of requests for hardship relief from the strict application of one or more CDC requirements that would render a parcel incapable of reasonable economic use. Deviation from specified provisions or development standards may be allowed when, because of the particular physical surroundings, shape, or topographical condition of the property, compliance would result in an undue hardship for the owner.

4.3.2 Authority
The authority for consideration and approval of hardship relief requests are contained in Article VI, Section 6.02 of the City Charter.

4.3.3 Review Criteria
Hardship relief from the terms of this CDC may be granted only upon a finding that all of the following criteria are met:

A. Peculiar, special conditions – Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are generally not applicable to other lands, structures, or buildings with the same Future Land Use Map classification;

B. Unavoidable and not a result of applicant(s) actions – The special conditions and circumstances do not result from the actions of the applicant, nor could the conditions or circumstances be corrected or avoided by the applicant;

C. Minimum degree of relief – The relief granted is the minimum degree of relief necessary to make possible the reasonable use of the land, building, or structure in compliance with all other applicable regulations;

D. Deprivation by literal interpretation – Literal interpretation of the provisions of the CDC would deprive the applicant of rights commonly enjoyed by other properties with the same Future Land Use Map designation under the terms of this CDC and would work undue hardship on the applicant;

E. Non-violation of policy intent – The grant of the relief will not violate the general intent and purpose of this CDC nor the policies of the Comprehensive Plan;

F. Unsafe conditions not created – The grant of relief will not create unsafe conditions nor other detriments to the public welfare beyond the normal effects of development otherwise allowed; and

G. Necessary to preserve the substantial property rights – The proposed development will occur on a parcel of land which, when combined with adjacent land of the same ownership, is not capable of reasonable economic use under the provisions of this CDC, thereby making
4.3.4 Hardship Relief Procedure

A. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required by the City. Failure to provide any of the following items, or the requested number of copies, shall cause the application to be deemed incomplete:

1. The City’s standard application form shall be submitted to the City. The application must include a notarized signature of the property owner or a letter of authorization from the property owner authorizing an agent to process an application on the owner’s behalf, if it is submitted by someone other than the owner;

2. Application fee in accordance with the current fee schedule;

3. A current certified survey signed and sealed by a registered surveyor which includes the legal description of the subject property, which should be consistent with the description found on the certificate of title, all easements, rights-of-way, encroachments and other conditions existing on the site;

4. A letter requesting hardship relief, including specific provision of the CDC the applicant is requesting relief from as well as a statement of consistency with the review criteria for hardship relief (Section 4.3.3) of this CDC; and

5. Any other relevant supporting documentation (drawings, photographs, etc.) and signatures or letters of no objection from surrounding property owners, if applicable.

B. Public hearing – Upon formal acceptance of the application, the DCO shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the standards provided in Section 4.2 of this CDC. The Planning Board shall hold a public hearing in accordance with the procedures contained in Section 4.1.2. In granting hardship relief, the Planning Board may impose such conditions and restrictions upon the premises benefited by the hardship relief as may be necessary to minimize the injurious effect of the hardship.

4.3.5 Scope of Hardship Relief Approval

A. Subsequent Development Orders – If hardship relief approval is necessary for a proposed development, then the approval must be obtained before the applicant receives final site plan approval, building permit approval, or other land development order or permit approval that would authorize development reliant upon the hardship relief.

B. Expiration of the hardship relief approval – Hardship relief approval, granted by the Planning Board, shall become invalid if the applicant does not receive a building permit for the work requiring the hardship relief within 365 days from the effective date of the hardship relief approval. If the building permit for the work requiring the hardship relief expires after the said 365 days, and prior to the issuance of a certificate of occupancy or certificate of completion, then the hardship relief is no longer valid.

C. Valid for approved site plan only - Hardship relief approval is valid only for the site plan approved as part of the application. After the hardship relief is approved, the DCO may approve minor modifications to the approved site plan, if necessary, to accommodate CDC or other
regulatory requirements or site conditions subsequently revealed during the permitting review process.

D. Re-application – The DCO reserves the right to reject any hardship relief application without a hearing and refund the application fee if the same, or a similar hardship, was denied for the said property within one year of the hearing date, unless the applicant is able to provide evidence of changed conditions that may be sufficient to justify a different decision.

Section 4.4: Level III, Appeal of Administrative Decisions

4.4.1 Applicability
This Section provides procedures for consideration of an appeal of an administrative decision rendered by the DCO filed by the original applicant whose application has been adversely affected by the administrative decision. The applicant must show that an error has occurred where it is that an error has occurred in any order, requirement, decision, or determination made by the DCO in the enforcement of any CDC provision, vesting rights determination, or capacity-to-serve determination. Legislative actions and policy decisions of the City Commission are specifically precluded from the appeal process.

4.4.2 Authority
The authority for consideration and approval of appeals of administrative decisions is contained in Article VI, Section 6.02 of the City Charter.

4.4.3 Review Criteria
Any applicable administrative decision may be reversed, altered or modified by the Planning Board only upon a finding that all of the following are relevant criteria are met:

A. Evidence of error – The applicant must present evidence of the alleged error and the manner in which the determination or decision fails to satisfy specific requirements of the CDC;

B. Correction of error – The applicant must provide a description of the specific relief requested and how the relief addresses/corrects the alleged administrative error;

C. Demonstration of adverse impact – The applicant must demonstrate that an adverse impact has occurred as a result of the decision being appealed. The impact must be greater in degree than any adverse impact shared by the community at large; and

D. Non-violation of policy intent – The grant of the appeal will not violate the general intent and purpose of this CDC nor the policies of the Comprehensive Plan.

E. Unsafe conditions not created – The grant of the appeal will not create unsafe conditions nor other detriments to the public welfare beyond the normal effects of development otherwise allowed.

4.4.4 Procedure
An applicant shall file a written request for such review, within thirty (30) days after the date of the decision and pay the application fee established by the current fee schedule. Upon formal acceptance of the application, the DCO shall schedule the public hearing date and notice of the public hearing shall be provided in accordance with the standards provided in Section 4.2 of this CDC. The Planning Board shall hold a public hearing in accordance with the procedures contained in Section 4.1.2.
A. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required. Failure to provide any of the following items will render an application incomplete:

(1) A written request for such review by the original applicant, with a notarized signature of the applicant. The application must also include a letter of authorization from the property owner authorizing an agent to process an application on the owner's behalf, if it is submitted by someone other than the owner;

(2) Application fee in accordance with the current fee schedule;

(3) A written statement for the basis of the appeal and provide the following information:

(a). The action or decision being appealed and the date it was issued;

(b) Facts demonstrating that the person is adversely affected by the decision;

(c) A statement identifying each alleged error in the DCO’s order, requirement, decision or determination and the manner in which the DCO's order, requirement, decision or determination is not in compliance with the applicable criteria or any CDC provision.; and

(d). The specific relief requested.

(4) All information listed under review criteria, Section 4.4.3, as well as any other information reasonably necessary to make a decision on the appeal.

E. Public hearing

(1) Planning Board – The Planning Board shall hold a public hearing in accordance with the procedures contained in Section 4.1.2. City staff, the appellant and any intervening parties may present testimony relevant to the proposal at the public hearing. Testimony shall be directed to whether the proposal does or does not meet appropriate criteria and standards, and to modifications necessary for approval.

4.4.5 Appeal of Building Official Decision

This Section provides procedures for consideration of appeals of a written administrative decision rendered by the Building Official, as it relates to the implementation and enforcement of the Florida Building Code 6th Edition (2017).

A. Authority [reserved]

B. Review criteria [reserved]

C. Procedure – Any person aggrieved by a ruling of the Building Official may file a written appeal to the Pinellas County Construction License Board of Appeals (“Board”) or its successor as provided in Laws of Florida Chapter 75-489, as amended, provided such ruling is within the appellate jurisdiction of such board.

D. Application requirements – Per the current requirements of the Pinellas County Construction Licensing Board.
Section 4.5: Level IV, Comprehensive Plan Future Land Use Map Amendment

4.5.1 Purpose and Applicability
This Section provides procedures for the consideration of requests for amendment to the Comprehensive Plan including amendments to the Comprehensive Plan text and the Future Land Use Map.

4.5.2 Authority
The authority and procedures for adoption and amendment of the Comprehensive Plan are contained in Ch. 163, Part II, Florida Statutes and Section 6.01 of the City Charter.

4.5.3 Review Criteria for Comprehensive Plan Amendments
A. Consistency – Comprehensive Plan amendments shall be reviewed for consistency with the goals, objectives, and policies of the Comprehensive Plan and Ch. 163, Part II, Florida Statutes and the Countywide Rules.

B. Compatibility - Amendments shall not result in incompatible land use classifications for adjacent parcels or a neighborhood based on standards set out in the Comprehensive Plan (Table FLU-1 of the Future Land Use Element, Location Criteria for Future Land Use classifications) and the compatibility criteria established in this CDC.

(1) Impacts on Public Facilities and Services – Amendments shall be evaluated for impacts on infrastructure and to determine impacts on Level-of-Service;

(2) Demonstration of Need;

(3) An amendment shall be approved only if the parcel can subsequently be developed in full compliance with any and all applicable standards of this CDC;

(4) Must take into account any effects on the environmental resources;

(5) Areas of Special Flood Hazard - High density and intensity development shall be prohibited with Special Flood Hazard Areas;

(6) Coastal High Hazard Area - The Future Land Use Map shall not be amended to designate parcels of land within the Coastal High Hazard Area to Future Land Use Map classification that permits more than five (5) dwelling units per acre. No increase in the density or intensity of development shall be permitted in a Coastal High Hazard Area except as provided for in the Countywide Rules;

(7) Hurricane Evacuation - The review of amendments shall consider the Tampa Bay Region Hurricane Evacuation Study, 2010 edition, including the impact of hurricane evacuation times;

(8) Future Land Use Map amendments along Scenic/Noncommercial Corridors shall be consistent with the Pinellas County Planning Council Consistency Guidelines contained in the Scenic/Noncommercial Corridor Master Plan (Pinellas County Submap No. 1 – Countywide Plan Map) and the criteria contained in the Countywide Rules; and
(9) Future Land Use Amendments shall be reviewed for consistency with the goals, objectives, Countywide Rules, and policies of the Comprehensive Plan and Ch. 163, Part II, Florida Statues.

4.5.4 Procedure
Amendments to the Comprehensive Plan shall be processed in accordance with the procedural requirements contained in Ch. 163 of the Florida State Statutes and the Countywide Rules, as may be amended from time to time.

A. Application requirements - All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required on the City's application form. Failure to provide any of the following items, or the requested number of copies, shall cause the application to be deemed incomplete.

(1) The City's standard application form shall be submitted to the City. The application must include a notarized signature of the property owner or a letter of authorization from the property owner authorizing an agent to process an application on the owner's behalf, if it is submitted by someone other than the owner;

(2) Application fee in accordance with the current fee schedule;

(3) A written statement regarding the consistency of the request with the review criteria in this Section;

(4) A certified survey that includes natural resources, soils, topography, flood hazards, existing land use(s), and the future land use categories of the site and surrounding properties;

(5) Projected impacts to on-site and abutting natural resources, to public facilities and services, and to the transportation network; and

(6) Any other items as may be required by the DCO to completely describe or evaluate the request.

B. Public hearing – Upon formal acceptance of the application, the DCO shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the standards provided in this Section. The review sequence shall be as follows:

(1) Planning Board Public Hearing: Pursuant to Ch. 163, Part II, Florida Statutes, the Planning Board must hold at least one public hearing on the proposed Comprehensive Plan amendment, and must provide the public notice for that hearing. The Planning Board shall make a recommendation to the City Commission;

(2) City Commission Public Hearing;

a. Large-scale amendment – Pursuant to Ch. 163, Part II, Florida Statutes, the City Commission shall hold two public hearings to consider an ordinance to amend the Comprehensive Plan; and.

b. Small-scale amendment - Only one public hearing is required. The amendment is transmitted to the DEO following adoption;

(3) City Commission direction – At the first reading, the City Commission shall make a determination whether the amendment should be submitted to the Pinellas Planning Council.
(PPC) and the Countywide Planning Authority (CPA) for consideration as a Countywide PlanMap amendment, as well as the DEO, if it is a large-scale amendment;

(4) First Transmittal – Following the first City Commission public hearing, a complete proposed Future Land Use Map amendment must be transmitted to the applicable state and regional agencies for review (large-scale amendments only). In addition, an application is submitted to the PPC requesting an amendment to the Countywide Plan Map, for Future Land Use map amendments;

(5) Simultaneous external review – The applicable review agencies and the PPC will conduct their review simultaneously. For large-scale amendments, the DEO will transmit a notice to the local government confirming that the package includes all of the information required in Ch. 163, Florida Statutes. Upon review, the DEO will submit objections, recommendations, and comments.

If an amendment of the Countywide Plan Map is necessary, an application shall be made concurrently with submittal of the accompanying Future Land Use Map amendments to the PPC;

(6) Adoption hearing – The City Commission shall hold a public hearing for adoption (by ordinance at second reading) within 180 days from receipt of the state agency comments.

(7) Second transmittal – The adopted Comprehensive Plan amendment must be submitted to the DEO as well as other governmental agency that provided timely comments within ten (10) working days from second and final adoption public hearing; and

(8) Petitions – Any affected person may file a petition with the state agency within twenty-one (21) days after publication of notice of final order issuance. If no petitions are filed, the amendment becomes effective.

Section 4.6 Level IV, Development Agreement (DA)

4.6.1 Purpose and Applicability
This Section provides procedures for consideration of requests for Development Agreements by the Planning Board and City Commission.

4.6.2 Authority
Pursuant to S. 163.3220 – 163. 3243, Florida Statutes, the Florida Local Government Development Agreement Act, a local government may establish procedures and requirements, to consider and enter into a Development Agreement (DA) with any person having a legal or equitable interest in real property located within its jurisdiction.

4.6.3 Maximum Duration
The duration of a DA shall not exceed thirty (30) years. A DA may be amended from time to time by mutual consent of the parties who executed the DA or their successors in interest, subject to a public hearing and in accordance with Ch. 163, Florida Statutes.

4.6.4 Procedure
A. Initiation of a DA - A property owner, or authorized agent, desiring to enter into a DA with the City shall submit a letter of inquiry to the DCO stating the proposed terms of the DA. Upon notification by the DCO that the terms of the letter of inquiry have merit, the applicant shall
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submit all relevant information for further consideration of the Agreement in compliance with Section 163.3227, Florida Statutes.

B. Review sequence - The DCO shall review the development proposal to determine what requirements are appropriate and necessary for the protection of the public interest. The DCO shall receive City Commission authorization to negotiate with the applicant the terms and conditions of the DA. The DCO shall meet with the property owner to discuss and negotiate the terms and conditions of the DA. Following negotiations between the DCO and the property owner, the DCO shall present the terms and conditions of the proposed DA to the City Commission. The City Commission shall determine whether to proceed further with completion of the DA by directing the City Attorney to formalize the terms and conditions of the Agreement into a recordable document. This direction shall in no manner whatsoever obligate the City Commission to ultimately approve a DA or to approve any of the matters outlined to it by the DCO as to any specific term or condition. Upon successful negotiation of the terms and conditions, the DCO shall schedule the Development Agreement for public hearings. In the event that, at any time prior to final action by the City Commission, the DCO determines that a proposal for a DA is not in the public interest, the DCO shall have full discretion to terminate further negotiations without prejudice.

Figure 4-1: Leverl IV, Comprehensive Plan Map Amendment Review Sequence Below
C. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required on the City's application form. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete:

1. The City's standard application form shall be submitted to the City. The application must include a notarized signature of the property owners or a letter of authorization from the property owner authorizing an agent to process an application on the owner's behalf, if it is submitted by someone other than the owner;

2. Application fee in accordance with the current fee schedule;

3. A current certified survey signed and sealed by a registered surveyor which includes the legal description of subject property that should be consistent with the description found on the certificate of title, all easements, encroachments and other conditions existing on the site;

4. A full scale preliminary site plan prepared and reviewed in accordance with the provisions of Section 3.1.2 of this CDC;

5. The development uses desired to be permitted on the land, including population densities and building intensities and heights;

6. A letter requesting the DA approval, including the proposed terms and conditions and a statement of consistency with the provisions of this Section; and

7. Any other items as may be required by the DCO to completely describe or evaluate the request.

D. Public hearing - Entering into, amending, or revoking a Development Agreement shall require two public hearings. One of the public hearings shall be held by Planning Board and the second by the City Commission. The day, time, and place at which the second public hearing will be held shall be announced at the first public hearing.

4.6.5 Development Agreement Requirements – All Development Agreements (DAs) shall contain the following in accordance with S. 163.3227, Florida Statutes:

A. Legal description – A legal description of the land subject to the agreement, and the names of its legal and equitable owners;

B. Permitted uses – The development uses permitted on the land, including population densities, and building intensities and height;

C. Public facilities – A description of public facilities that will service the development, including who shall provide such facilities; the date any new facilities, if needed, will be constructed; and a schedule to assure public facilities are available concurrent with the impacts of the development;

D. Dedication of land – A description of any reservation or dedication of land for public purposes;

E. Development permits – A description of all development permits approved or needed to be approved for the development of the land;
F. Consistency with plans and regulations – A finding that the development permitted or proposed is consistent with the Comprehensive Plan and this CDC;

G. Protection of public health, safety and welfare – A description of any conditions, terms, restrictions, or other requirements determined to be necessary by the local government for the public health, safety, or welfare of its citizens; and

H. Statement of legal compliance – A statement indicating that the failure of the agreement to address a particular permit, condition, term, or restriction shall not relieve the developer of the necessity of complying with the law governing said permitting requirements, conditions, terms, or restrictions.

4.6.6 Legal Status of Development Agreements (DAs) - DAs shall be reviewed in compliance with the requirements of Chapter 163.3220-163.3243, Florida Statutes, the Florida Local Government Development Agreement Act.

A. Superiority of rights – Consideration of a DA is a legislative act of the City in the furtherance of its powers to regulate development within its boundaries; and, as such, the terms and conditions of the DA and the obligations and responsibilities arising thereunder shall be superior to the rights of existing mortgages, lien holders, or other persons or entities with a legal or equitable interest in the subject property.

B. Execution authority – DAs shall be executed by all persons having legal or equitable title to the lands affected by the DA, including the fee simple owner and any mortgagees, unless the City Attorney approves the execution of the DA without the necessity of such joinder or subordination on a determination that the substantial interests of the City will not be adversely affected thereby.

C. Terms and conditions – Terms and conditions of the DA shall be binding upon, and shall inure to, the burden and benefit of all successors in interest to the parties to the DA.

D. Relationship to the powers of the City – Entry into a DA by the City Commission shall in no way whatsoever limit or modify any powers of the City to adopt ordinances, resolutions, regulations, or to make executive, administrative or legislative decisions of any kind which it had the power to make prior to the entry into such DA, except to the degree that the DA, by its express terms and not by implication, gives vested rights to said property owner as to certain development permissions, required improvements, and similar matters. No DA shall, by its express terms or by implication, limit the right of the City Commission to adopt ordinances, regulations, or to adopt policies that are of general application or specific as to the property subject to the DA in the City, except as is expressly provided by Chapter 163, Florida Statutes.

E. Status of vesting rights – The submission of a request for consideration of a DA shall not vest any rights whatsoever upon the lands subject to the request until final action by the City Commission regardless of time and effort spent or expenditures incurred by any parties to the negotiations. Verbal agreements shall be considered part of the negotiating process and shall not be binding unless incorporated into the final written and fully executed DA and approved by the City Commission.

4.6.7 Applicability of Laws and Regulations to Land Subject to a Development Agreement
A. Application of laws and regulations in general – The ordinances and regulations of the City governing the development of the land at the time of the execution of any DA shall continue to govern the development of land subject to the DA for the duration of the DA. All existing codes at the time of termination of the DA shall become applicable to the project regardless of terms of the DA. Application of such laws and policies governing development of the land shall not include any fee structure, including any impact fees then in existence or thereafter imposed.

B. Application of City-wide general regulations adopted following Development Agreement adoption date – All DAs shall specifically provide that subsequently adopted ordinances and policies of general application in the City, specifically including impact fees, shall be applicable to the lands subject to the DA.

C. Application of regulations to the subject property adopted following Development Agreement adoption date – The City may apply ordinances and policies adopted subsequently to the execution of the DA to the subject property, but only if the City has held a public hearing and determined that such new ordinances and policies are:

(1) Not in conflict with the laws and policies governing the DA and do not prevent development of the uses, intensities, or densities as allowed under the terms of the DA;

(2) Essential to the public health, safety, and welfare, and expressly stating that they shall apply to a development that is subject to a DA;

(3) Specifically anticipated and provided for in the DA; and

(4) The City demonstrates that substantial changes have occurred in pertinent conditions existing at the time of approval of the DA, or that the DA is based on substantially inaccurate information supplied by the developer.

D. Application of Federal and State regulations adopted following Development Agreement adoption date – In the event that State and Federal laws are enacted after the execution of a DA which are applicable to and preclude the parties’ compliance with terms of the DA, such Agreement shall be modified or revoked as is necessary to comply with the relevant State or Federal laws. Modification or revocation shall be subject to notice and public hearing requirements. Such entities as are defined by State law shall have standing to enforce the DA.

4.6.8 Periodic Review of Development Agreements – The City shall review land subject to a DA at least once every twelve (12) months to determine if there has been demonstrated good faith compliance with the terms of the DA. If the City finds, on the basis of substantial competent evidence, that there has been a failure to comply with the terms of the DA, the DA may be revoked or modified by the City.

4.6.9 Recording and Effectiveness of Development Agreement – The City shall record the DA with the Pinellas County Clerk of the Circuit Court within fourteen (14) days after the City enters into a DA. A DA shall become effective on the date the DA is properly recorded in the public records of Pinellas County, Florida (the “Effective Date”). The burdens of the DA shall be binding upon, and the benefits of the agreement shall inure to, all successors in interest to the parties to the agreement.

Section 4.7 Level IV, Transfer of Development Rights (TDR)
4.7.1 Purpose and Applicability – This Section provides procedures for consideration of requests for TDRs. These regulations are intended to guide the development intensity in the City and to encourage the preservation of unique areas, open spaces, and environmentally sensitive land which is often classified as Preservation and/or Recreation/ Open Space land use areas. Development rights are one in a series of rights inherent in the fee simple ownership of land. Development rights may be separated from the land and transferred to other suitable lands.

4.7.2 Authority – The authority and procedures for consideration and approval of TDRs are contained in Countywide Rules Section 4.2.7.2.

4.7.3 Designations – To transfer development rights, some land must be designated as able to accept (receive) additional development rights (beyond rights already accruing to the land). Other land must be designated as available to transfer (send) its development rights, as follows:

A. Sending zone – Land from which development rights may be transferred is called a sending zone. A parcel of land with existing density or intensity development rights may be designated a sending zone only if the transfer of development rights is for archaeological, historical, architectural or environmental preservation purposes, or is according to a redevelopment plan consistent with the Comprehensive Plan and approved by the Pinellas Planning Council (PPC) and Countywide Planning Authority (CPA). Such land is then eligible for the transfer of development rights based upon the land use designation shown on the Future Land Use Map;

B. Receiving zone – Land to which development rights may be transferred is called a receiving zone. The DCO shall make a determination as to whether the receiving land is both compatible and suitable for designation as a receiving zone. Such determination shall be based upon the Comprehensive Plan and applicable development standards of this CDC; and

C. Restricted zones – Coastal submerged land, regardless of designation, has no development rights for transfer. Development rights from coastal high hazard areas and 100-year flood plains may be transferred to receiving zones, but no development rights can be transferred to coastal high hazard areas or 100-year flood plains.

4.7.4 Consistency review – The application shall be reviewed for consistency with the requirements contained in the Countywide Rules.

4.7.5 Procedures

A. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required on the City’s application form. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete.

(1) The City’s standard application form shall be submitted to the City. The application must include a notarized signature of the property owners or a letter of authorization from the property owner authorizing an agent to process an application on the owner’s behalf, if it is submitted by someone other than the owner;

(2) Application fee in accordance with the current fee schedule;
(3) A current certified survey signed and sealed by a registered surveyor which includes the legal description of subject property that should be consistent with the description found on the certificate of title, all easements, encroachments and other conditions existing on the site; and

(4) Transfer of Development Rights Certificate:

(a) The development rights for a parcel of land shall be transferred to another parcel of land through the issuance and recording of a Transfer of Development Rights Certificate;

(b) The Transfer of Development Rights Certificate shall specify the amount of transferable development rights which are being transferred and the real property from which the rights are transferred, and shall contain any restrictions creating development limitations as provided in the application or as specified by the City Commission; and

(c) The Transfer of Development Rights Certificate shall be recorded in the Public Records of Pinellas County for both the sending property and the receiving property.

4.7.6 Other Restrictions

A. Density and intensity transferred – The density (units per acre) or intensity (FAR) transferred may not exceed the maximum density or intensity of the sending zone.

B. Capacity-to-serve limitation – The maximum density or intensity transferred shall be limited by the availability of municipal services to the receiving zone based on a capacity-to-serve determination.

C. CDC and Countywide Rules compliance – Property approved as a receiving zone must be developed in full compliance with the development standards of this CDC and of the Countywide Rules. Hardship Relief shall not be granted to accommodate development rights granted under this Section.

D. No change in land use – TDRs shall not be considered an amendment to the land use designation of the receiving zone.

E. Cessation of development rights – Once all of the development rights are transferred, the sending zone shall be designated Preservation and shall no longer have development rights.

Section 4.8 Level IV, Development of Regional Impact (DRI)

4.8.1 Applicability – Developments meeting the definition of a Development of Regional Impact (DRI) as contained in 380.06, Florida Statutes, which is: any development which, because of its character, magnitude, or location, would have a substantial effect upon the health, safety, or welfare of citizens of more than one county.

4.8.2 Authority – See F.S. 380.06.

4.8.3 Application and Procedures – As contained in 380.06 Florida Statutes.

Section 4.9 Level V, Recording of Plats and Replats

4.9.1 Purpose and Authority – This Section provides procedures for the recording of plats and replats. Pursuant to S. 177.011 Florida Statutes, this Section of the CDC is intended to establish consistent minimum requirements, and to create such additional powers in local governing bodies, as herein provided to regulate and control the platting of lands.
4.9.2 Review Criteria for the Recording of Plats – All final plats must contain all information as specified in Section 3.9.8 of this CDC.

4.9.3 Procedure

A. Application requirements – All of the items included under Section 3.9.8 must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required on the City's application form.

Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete.

B. Meeting requirements - Upon administrative review and approval, the DCO shall schedule the plat or replat as an item for approval before the City Commission, and notice of the meeting shall be provided in accordance with the standards provided in Section 4.1.2.F of this CDC. The plat shall be submitted to the City Commission for approval and acceptance of dedication. The plat shall thereafter be filed and recorded in the office of the Clerk of the Circuit Court. In the event the developer constructs and completes the required improvements prior to the recording of the final plat, the City shall have the right of entry upon the property for the purpose of reviewing the construction.

Section 4.10 Level V, Vacation or Dedication of Right-of-Way or Easements

4.10.1 Applicability and Authority

A. Applicability - This Section provides procedures for consideration of requests to vacate/dedicate right-of-way, easements, and other land dedicated to the use of the public. A request for a vacation or dedication of right-of-way or easements shall be conducted by the City Commission under the legislative procedures of this CDC.

B. Authority – The authority for consideration and approval of vacation/dedication of right-of-way and public easements are contained in Article II, Section 2.12, Actions requiring an ordinance or a referendum, of the City Charter.

4.10.2 Review Criteria

A. The request is consistent with the Comprehensive Plan;

B. No abandonment for any public right-of-way, easement, or other land dedicated to the use of the public shall be approved where an identified future need for the facility exists;

C. The vacation will not prevent any property from having safe and adequate access to a public right-of-way; and

D. The following reservations or conditions may be attached to the approval of a vacation or a dedication:

(1) The cost for abandonment of any right-of-way, easement, or other land dedicated to the use of the public shall be paid by the applicant or developer of a proposed project, including cost of improvements to adjacent rights-of-way or relocation of utilities within an existing easement;

(2) Where existing or proposed utilities are located within the right-of-way to be abandoned, it shall be retained as an easement; and
(3) Replatting of land in or abutting the area to be vacated shall be required as determined by the City Engineer.

4.10.3 Procedure

A. Application requirements – All of the items included under this Section must be submitted before an application is considered complete and formally accepted. The applicant shall submit as many copies of each item as required on the City's application form. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete.

(1) The City's standard application form shall be submitted to the City. The application must include a notarized signature of the property owner or a letter of authorization from the property owner authorizing an agent to process an application on the owner's behalf, if it is submitted by someone other than the owner;

(2) Application fee in accordance with the current fee schedule;

(3) A current certified survey signed and sealed by a registered surveyor which includes the legal description of subject property that should be consistent with the description found on the certificate of title, all easements, encroachments and other conditions existing on the site;

(4) A letter requesting the vacation or dedication;

(5) Letters of no objection from public and private utilities and surrounding property owners, as applicable; and

(6) Any other items as may be required to completely describe or evaluate the request.

B. Public hearing - Upon administrative review and approval, the DCO shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the standards provided in Section 4.1.2.F of this CDC. The City Commission shall hold a public hearing in accordance with the procedures contained in Section 4.1.2.C.

Section 4.11 Level V, Determination of Vested Rights

4.11.1 Applicability – A request for a determination for vested rights associated with the development of a property shall be conducted by the City Commission under the quasi-judicial procedures of this CDC.

4.11.2 Procedure

A. Application – All of the items included under this section must be submitted before an application is considered complete and formally accepted for a determination of vested rights. The applicant shall submit as many copies of each item as required by the City. Failure to provide any of the following items or the requested number of copies shall cause the application to be deemed incomplete.

(1) A letter from the property owner or owner's representative requesting a determination of vested rights and stating the basis for the claim to vested rights;

(2) Complete legal description of the property; and

(3) Documents which are intended to support the claim to vested rights, including:
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(a) Copies of documents from the City of Largo or other government entities;

(b) Documentation of transactions relating to physical improvements or binding agreements intended to demonstrate a good faith effort to develop the property (such as copies of canceled checks, receipts for expenditures, contracts, etc.); and

(c). Any provisions of either the Comprehensive Plan or the CDC which should be applied to support the claim for vested rights or which should not be applied because of the claim for vested rights.

B. Review criteria – In making a vested rights determination, the City Commission shall use the following criteria:

(1) Whether substantial action has been taken to carry out an approved plan;

(2) Whether substantial costs were incurred on reliance of an approved plan;

(3) Whether there is documentation of expenditures of money for equipment and/or contractual obligations;

(4) Whether there are approvals (including, but not limited to permits and preliminary plats) for the project;

(5) The value of expenditures in relation to the total cost of the project; and

(6) Conformance with 163.3167(5), Florida Statutes, “Nothing in this act shall limit or modify the rights of any person to complete any development that has been authorized as a development order and development has commenced and is continuing in good faith.”

4.11.3 Public Hearing - Upon administrative review and approval, the DCO shall schedule the public hearing date, and notice of the public hearing shall be provided in accordance with the standards provided in Section 4.1.2.F of this CDC. The City Commission shall hold a public hearing in accordance with the procedures contained in Section 4.1.2.C.
Chapter 5: Land Use Classifications

Section 5.1 Land Use Classification System

5.1.1 Chapter 163 of the Florida Statutes development regulations (LDRs) and tools to implement the policies contained in their Comprehensive Plans. Largo uses a Future Land Use classification system which gives allowable, conditional and prohibited uses for each parcel of land in the City. These tools allow individual property owners, as well as the City, to effectively plan for future development and growth.

5.1.2 Relationship to Countywide Land Use Planning
Largo's Future Land Use classification system is derived from the Countywide Plan Map. The Countywide Plan Map is a regulatory map that has been adopted by the County with Planning Authority as well as all the local governments within Pinellas County. It provides for a consistent classification system for all local governments within Pinellas County, down to the parcel level. The twenty five (25) local jurisdictions are required by Chapter 163 to maintain their own future land use maps which must be consistent with the Countywide under Chapter 88-464, Laws of Florida. The Countywide Map Plan classification for any parcel may be amended, subject to local review and approval, as well as review and approval by the Board of County Commissioners (BCC) sitting as the Countywide Planning Authority (CPA). The Countywide Plan Map and the associated Countywide Rules are maintained and administered by the staff of the Pinellas Planning Council (PPC).

5.1.3 Relationship to Zoning Requirements
A. Relationship of land use designations to zoning - The City of Largo does not use traditional zoning. The Future Land Use Map (FLUM) regulates current uses for each property within the City and provides policy guidance for future development. In addition, this CDC contains the City's LDRs, which provide detailed information about the entitlements and development standards for each parcel of land, based on the FLUM and/or Community Redevelopment District (CRD) Character District classification which it has received.

B. Relationship of City of Largo land use designations to the Countywide Plan – All amendments to the Largo FLUM shall be consistent with the Countywide Plan. Any inconsistencies shall be corrected prior to the adoption of any local ordinance. In cases where Largo's FLUM or this CDC is more restrictive, the local regulations shall prevail.

5.1.4 Future Land Use Map
Future Land Use Map [reserved]

5.1.5 Relationship to City of Largo Strategic Plan
Strategic Plan Map [reserved]
Section 5.2 Land Use Classifications

5.2.1 Purpose
The intent of the land use classification system is to protect the health, safety, and welfare of the community by assigning allowable uses to each land use classification, taking into account traffic generation rates, development intensities, and potential to create adverse impacts upon others due to noise, glare, poor aesthetics, odor, and/or any other relevant factors.

5.2.2 Authority
Land use classifications established in this CDC are located and defined on the Future Land Use Map (FLUM) and Future Land Use Element of the City's Comprehensive Plan.

5.2.3 Applicability
All parcels within the City shall be developed in full compliance with all applicable standards and provisions of this CDC.

5.2.4 Description and Locational Characteristics of Individual Land Use Classifications
Each property within the City is assigned a land use designation in accordance with the locational criteria established in the Future Land Use Element of the Comprehensive Plan. Uses proposed to be located within a parcel must consider the use classification, compatibility among uses, design, and performance standards of this CDC. Allowable uses for each land use classification are further described in Tables 6-1 and 6-2 (Chapter 6), which serve as the City's land use table matrices. The following criteria are used to determine whether a specific use or housing type is allowed within a particular land use designation.

A. Residential Estate (RE) - This residential classification is applied to extremely environmentally sensitive areas that have some capability for single-family residential development on very large lots. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

B. Residential Rural (RR) – This residential classification is applied to depict those areas of the City that are now developed, or appropriate to be developed, in a rural, very low density residential manner. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

C. Residential Suburban (RS) – This residential classification is applied to environmentally sensitive areas and areas where the residential character is of spacious homes on fairly large lots. Served by and accessed from minor and collector roadways. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use
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(except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

D. Residential Low (RL) - This residential classification is applied to most of the existing single-family subdivisions. Wherever possible, this classification should not be applied to environmentally sensitive areas. It can include typical single-family development and innovative residential housing types, such as cluster homes and low intensity planned unit developments. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

E. Residential Urban (RU) - This residential classification is applied to existing mobile home communities and to low density apartment and condominium developments. It is also applied to older residential areas containing single-family homes on small lots or areas where duplex development is allowed. These developments are served by and accessed from minor and collector roadways. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

F. Residential Low Medium (RLM) - This residential classification is applied to medium density apartment and condominium developments. It is also applied to older residential areas containing single-family homes on small lots. Served by and accessed from minor and collector roadways. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

G. Residential Medium (RM) - This residential classification is applied to moderately intensive apartment and condominium developments. It is also applied to areas that are medium density residential in nature that are in close proximity to, and may have direct access from, the arterial and thoroughfare highway network as well as mass transit. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.
H. Residential High (RH) - This residential classification is applied to locations within Activity Centers; in areas where use and development characteristics are high density residential in nature; and in areas serving as an urban center. These areas are typically in proximity to and may have direct access from the arterial and thoroughfare highway network and are served by mass transit in a manner that provides an alternative to individual automobile use. This designation is generally not appropriate for coastal high hazard and evacuation level "A" areas. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/ utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

I. Activity Center (AC) – This is a special designation that is applied to concentrated commercial and mixed-use centers that are well-suited to a more intensive and integrated pattern of development; that are situated to serve a significant area of the countywide population. This classification is depicted using an overlay. Designation to this category requires additional planning criteria and studies as well as minimum acreage requirements as provided in the Countywide Plan Rules.

J. Community Redevelopment District (CRD) - This is a special mixed use designation that is applied to areas designed to serve as local retail, financial, governmental, residential, and employment focal points for the community. It is also applied to specific target neighborhoods designed to encourage redevelopment in one or a combination of uses, with good access to mass transit. Designation to this category requires additional planning criteria as provided in the Countywide Plan Rules.

(1) Clearwater-Largo Road (CLR) CRD – The CLR-CRD is a developed area of the City that is considered appropriate for a mixture of residential, neighborhood commercial, offices, and other commercial and institutional redevelopment that will attract customers and visitors from the surrounding areas. Special architectural and design review guidelines have been developed to ensure all new development and redevelopment are compatible with the intent of the Clearwater-Largo Road Community Redevelopment Plan. It encompasses four character districts.

(a) Neighborhood Residential (NR) – The NR Character District is designed to preserve older residential neighborhoods containing single-family homes on small lots. The NR Character District supports the preservation of existing neighborhoods while providing the opportunity for revitalization through selective residential infill, including the construction of accessory dwelling units. This character district is limited to single-family development, including accessory dwellings. Consequently, nonresidential land uses are not allowed.

(b) City Home (CH) – The CH Character District is designed to provide a variety of downtown housing opportunities, such as town homes and condominiums. The district is intended to develop at an urban density, promote pedestrian activity, and stimulate reinvestment.

(c) Mixed-Use Corridor (MUC) – The MUC Character District is designed to provide dining, entertainment and shopping opportunities at the pedestrian level, with offices and residences above, at urban densities and intensities. Infill standards will promote compatibility with adjacent land uses. Provision of public spaces such as pedestrian plazas and courtyards is encouraged.
to promote shopping, social interaction, and pedestrian activity. Individual parcels may be used for a single use, or may contain a mixture of uses within a single development site.

(d) Professional Office (PO) – The PO Character District is designed to provide locations for development of business and professional offices, hospitals, medical and dental facilities. Limited retail uses, normally associated with office or institutional uses, are also permissible.

(2) West Bay Drive (WBD) CRD - The WBD-CRD includes four Character Districts designed to facilitate the redevelopment of Largo’s historic downtown as a mixed use activity center, while preserving the existing neighborhoods. Design review guidelines have been incorporated into the District to ensure all new development and redevelopment is compatible with the intent of the West Bay Drive Redevelopment Plan.

(a) Mixed-Use Corridor (MUC) – The MUC Character District is intended to include the most dense/intense development within the WBD-CRD. It includes areas with high community visibility and where the potential for increased transit orientation may exist in the future. The Character District requires multi-story buildings, mixed-use development, and active first floor uses facing primary transportation corridors.

(b) Medical Arts (MA) – The MA Character District recognizes the important community asset of the medical industry in downtown. It allows professional office and commercial development surrounding the medical center as well as short term stay and workforce residential units that are intended to support the medical industry.

(c) City Home (CH) – The CH Character District is intended for multifamily residential uses with limited potential for live-work office use. This District also serves as a transition between the high density Character Districts, like MUC and MA, and lower density residential neighborhoods. CH allows multifamily and small professional office use, through a conditional approval process. New single family homes, a minimum of two stories, are permitted.

(d) Neighborhood Residential (NR) – The NR Character District is intended for lower-density single-family residential use. The NR District supports the preservation of existing neighborhoods while providing the opportunity for revitalization through selective residential infill, including the construction of accessory dwelling units. Only single-family residential development is allowed.

K. Commercial Neighborhood (CN) - It is the purpose of this category to depict those areas that are now developed, or appropriate to be developed, in a manner designed to provide local, neighborhood scale, convenience commercial goods and services; and to recognize such areas as primarily well-suited for neighborhood commercial uses consistent with the need, scale, and character of adjoining residential areas which they serve. This category is generally appropriate to locations adjacent to and on the periphery of large, definable residential neighborhoods; in areas distant from other commercially designated properties and situated so as to preclude strip-like commercial development.

These areas are generally located on a collector roadway and oriented to a specific and limited geographic neighborhood as distinct from through traffic on an arterial or major thoroughfare. Additional considerations including, but not limited to, acreage limitations, as follows: institutional or transportation/utility use shall not exceed a maximum area of five (5) acres. Any
such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

**L. Commercial General (CG)** - This is a mixed use designation applied to those areas considered appropriate for development with uses intended to provide commercial goods and services on a citywide basis, with the objective of encouraging consolidated commercial centers providing for the full spectrum of commercial uses. Appropriate locations are in, and adjacent to, activity centers where surrounding land uses support and are compatible with intensive commercial activity, and in locations near and with good access to major transportation facilities, including mass transit. Uses in this land use designation have the potential for moderate to heavy traffic generation, extended hours of operation, noise due to collection and delivery vehicles, large outdoor air conditioning units, odors emanating from solid waste containers, and loss of privacy for abutting residential developments. Outside storage and drive-through facilities (heavy uses) are allowed if approved as part of the site plan review process. All repairs or similar odor emanating activity shall be indoor and/or shall not be visible from the right-of-way. Additional considerations including, but not limited to, acreage limitations, as follows: institutional or transportation/utility use shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

**M. Residential/Office Limited (R/OL)** - It is the purpose of this category to depict those areas that are now developed, or appropriate to be developed, in a residential and/or limited office use; and to recognize such areas as well-suited for residential and limited office use consistent with the surrounding uses, transportation facilities and natural resource characteristics of such areas. This category is generally appropriate to locations where it would serve as a transition from more intensive nonresidential use to low density residential or less intensive public/semi-public use; in areas where office and residential use is established or is determined appropriate as a means of encouraging reuse and neighborhood scale conversion; and along major transportation facilities where maintaining the traffic-carrying capacity is of paramount importance (e.g., scenic/noncommercial corridors). These areas are typically in close proximity to and served by the collector and arterial highway network. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this Threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses. In addition, personal Service/Office Support Use shall not exceed a floor area of three thousand six hundred (3,600) square feet; and no combination of such uses in any single multi-tenant building, or in the alternative, in any group of buildings that are integral to and function as part of a unified project, shall exceed ten (10) percent of the gross floor area of said buildings.

**N. Residential/Office General (R/OG)** - This is a mixed-use designation which is applied to those areas appropriate for development as offices and/or medium-density residential uses or combinations thereof, consistent with the surrounding uses, transportation facilities, and environmental characteristics of such areas. Appropriate locations are transition areas between urban activity centers or intense nonresidential uses and lower density residential or public/institutional/public service uses. These locations are typically close to, and served by, the
arterial highway network and by mass transit. This land use designation allows professional, business, limited personal service uses, and residential uses. With few exceptions, these developments are characterized by moderate traffic generation, daytime hours of operation, and minimal adverse impacts resulting from noise, odors, poor aesthetics, or outdoor activities. No inventory shall be kept on premises, and no outdoor activities or storage are allowed within this land use designation. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses. In addition, personal service/office support use shall not exceed a floor area of five thousand (5,000) square feet; and no combination of such uses in any single multi-tenant building or, in the alternative, in any group of buildings that are integral to and function as part of a unified project, shall exceed ten (10) percent of the gross floor area of said buildings.

O. Residential/Office/Retail (R/O/R) - This is a mixed use designation applied to those areas considered appropriate for development with uses intended to provide commercial goods and services on a citywide basis where public facilities and municipal services are limited. No outdoor activities or storage are allowed within this land use designation. Uses in this designation have the potential for moderate to heavy traffic generation, extended hours of operation, noise due to collection and delivery vehicles, and large outdoor air conditioning units, odors emanating from solid waste containers, and loss of privacy for abutting residential developments. These potential negative impacts upon surrounding uses must be properly mitigated through larger landscaping buffers, noise and odor reduction, and other applicable mitigating measures. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

P. Industrial Limited (IL) - This designation is applied to those areas considered appropriate for development with “clean industry” uses that are consistent with surrounding uses, transportation facilities, and environmental characteristics. Appropriate locations are those of sufficient size to encourage industrial park arrangements with provisions for internal service access, where industrial activity will have minimal adverse impacts upon adjacent developments, and which are served by the arterial highway network as well as mass transit. This land use designation allows large-scale indoor manufacturing, processing, warehousing, bulk sales, and distribution activities. Industrial Limited uses tend to generate heavy truck traffic. Provisions must be made for the containment and mitigation of noise, dust, noxious odors, outdoor activities, and unsightly views. Outdoor activities are allowed only if approved as part of the site plan review process. All outdoor activities is limited to no more than fifty (50) percent of the total site area, excluding all area that is required for buffers, parking and vehicular access. Additional considerations including, but not limited to, acreage limitations, as follows: Institutional; Transportation/Utility; Retail Commercial; Personal Service/Office Support; Commercial/Business Service; Commercial Recreation; Temporary Lodging; Agricultural Uses shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to
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existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

Q. Industrial General (IG) - This designation is applied to those areas considered appropriate for development with general industrial activities, consistent with surrounding uses, transportation facilities, and environmental characteristics. This land use designation includes uses with extensive outdoor storage of bulk materials and the most severe potential impacts due to noxious fumes, hazardous waste, loud or constant noise, and other forms of external pollution. The impacts of noise, dust, noxious odors, outdoor activities, and poor aesthetics make Industrial General uses compatible only with other Industrial General uses and Transportation/Utility uses. Outside storage and activities are allowed within specified areas. Additional considerations including, but not limited to, acreage limitations, as follows: institutional; transportation/utility; agricultural use shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses. In addition, office; retail commercial; personal service/office support; and commercial/business Service shall be allowed only as accessory uses, located within the structure to which it is accessory, and not exceed twenty-five (25) percent of the floor area of the principal use to which it is accessory.

R. Institutional (I) - This designation is applied to those areas of the City which are considered appropriate for development with institutional, public service, or care and rehabilitative uses, consistent with surrounding land uses, transportation facilities, and environmental features. Appropriate locations are wherever educational, health, public safety, civic, religious, and similar institutional uses are needed in order to serve the community. These uses are frequently characterized environmental features. Appropriate locations are wherever educational, health, public safety, civic, religious, and similar institutional uses are needed in order to serve the community. These uses are frequently characterized by large sites and/or structures and extended hours of operation, sometimes resulting in locally heavy traffic during peak hours. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of ten (10) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

S. Recreation/Open Space (R/OS) - This designation is applied to those areas used for predominantly open space and/or recreational purposes. Appropriate locations are those which further the goal of dispersing public and private open spaces and recreational facilities throughout the City, recognizing the natural and man-made conditions which contribute to the active and passive open-space character and recreational use of such locations. This land use designation includes most outdoor recreational and open-space uses, such as parks and public recreation facilities. These uses are generally characterized by large site areas and minimal permanent development except for access roads and public amenities, although specialized recreation buildings are allowable. Due to the low intensity of development, adverse impacts are minimal.

T. Preservation (P) - This designation is applied to those areas which are now characterized, or appropriate for characterization, as environmental or natural resource features worthy of preservation, such as habitat for endangered and threatened species and areas of
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environmental significance. These features will frequently be found in a random and irregular pattern interspersed among uses in the other land use designations. Development of these areas is limited to passive recreation or accessory uses such as docks, boardwalks, gazebos, and picnic shelters.

**U. Transportation/Utility (T/U)** - This designation is applied to those areas appropriate for development with transport and public/private utility uses, consistent with surrounding developments, transportation facilities, and environmental characteristics. Appropriate locations are those which reflect the unique siting requirements and consideration of adjacent uses required in the placement of such facilities. This land use category includes transportation terminals, utility installations, and related facilities. Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and institutional use shall not exceed a maximum area of ten (10) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

**V. Water Drainage Feature (WDF)** - This designation may be applied as an overlay in conjunction with an underlying land use designation as a means of defining existing or proposed water and drainage features which may be part of an allowable development. It may also be applied as a stand-alone designation to man-made waterbodies which may or may not be used as drainage areas in conjunction with allowable developments on adjoining lands. Development of lands with the Water Drainage Feature overlay will be subject to the standards of this CDC which are applicable to the underlying land use designation.

**W. Resort Facilities Overlay (RFO)** - This designation is applied to those areas appropriate to be developed for residential or transient accommodation use, whether it is permanent or temporary, being well suited for a combination of the two uses together with any ancillary uses, consistent with the location, density, surrounding uses, transportation facilities, and natural resource characteristics of such areas. Allowable uses include:

1. Residential uses not exceeding the maximum density of the underlying residential use density;
2. Recreational vehicle (RV) parks;
3. Mobile home parks;
4. Motels;
5. Hotels; and
6. Other commercial, recreational, and public/semi-public uses ancillary to the above uses.

Additional considerations including, but not limited to, acreage limitations, as follows: ancillary nonresidential and transportation/utility use shall not exceed a maximum area of three (3) acres; institutional use (except for public educational facilities which are not subject to this threshold) shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment which shall include such use and all contiguous like uses.

**X. Transit Oriented Development (TOD)** - This designation is applied to those areas that are located on existing or planned fixed-guideway or enhanced bus transit corridors, with a mix of
uses in distinct locations that are centered on and served by transit, with utilization of the TOD
category provisions in accordance with transit station area plans. This category should facilitate
infill and redevelopment to create a desirable mix of residential and nonresidential uses that
encourage the use of transit and other modes of transportation as an alternative to the
automobile, by promoting aesthetically pleasing, safe environments, and buildings that are
consistent with the need, scale, and character of adjoining transit services and the surrounding
areas which they serve. These areas are intended to serve a mix of incomes; provide
sustainable, resilient, and environmentally responsive development and infrastructure that are
interrelated and complementary; and facilitate redevelopment that increases transit ridership,
increases pedestrian activity, increases use of bicycles, and reduces automobile usage and
fossil fuel reliance.

Y. Commercial Recreation (CR) – This classification is applied to those areas used
predominantly for outdoor recreational purposes. Appropriate locations are adjacent to activity
centers or areas designated for commercial use: in water-dependent locations for marina and
boat service uses: with access to major transportation facilities to serve the commercial
recreation: located at or near a scenic, historic, or outdoor recreation area where the public is
attracted: and major sports facility needs of the residential and tourist population. Allowable uses
include a private or quasi-public recreation facility, including but not limited to:

(1) Marinas:

(2) Outdoor/Active recreational facilities:

(3) Commercial campgrounds:

(4) Accessory dwellings in nonresidential districts, a single-family dwelling for an owner or
employee (i.e., a caretaker, night watchman, guard, manager, etc.) maybe permitted as an
accessory use, provided that such residential use is limited to one dwelling unit per parcel of
land. Such a dwelling unit shall not cause the maximum lot coverage to be exceeded: and

(5) Other commercial, recreational, and public/semi-public uses ancillary to the above uses.
Additional Consideration includes, but is not limited to: loading areas, ingresses and egresses
shall be designed to accommodate peak-hour demand and to avoid vehicles queuing into the
street.

Section 5.3 Interpretation of Land Use Boundaries
The Future Land Use Map (FLUM) is maintained by the Community Development Department
of the City of Largo and is hereby made a part of this CDC. The following locational criteria shall
be used to determine any land use designation boundary shown on the FLUM:

A. Boundaries shown as following, or approximately following, the City limits shall be construed
as following such limits;

B. Boundaries shown as following, or approximately following, rights-of-way shall be construed
to follow the centerlines of such rights-of-way;

C. Boundary lines which follow, or approximately follow, platted lot lines or other property lines
as shown on City engineering maps shall be construed as following such lines;
D. Boundaries shown on the FLUM as following, or approximately following, section lines, half-section lines, or quarter-section lines shall be construed as following such lines;

E. Boundaries shown as following, or approximately following, railroad rights-of-way shall be construed to lie midway between the main tracks of such railroad rights-of-way; and

F. Boundaries shown as following, or approximately following, shorelines of any lakes shall be construed to follow the mean high water lines of such lakes. In the event of change in the mean high water line, the boundary shall be construed as moving with the actual mean high water lines.

G. Boundaries shown as following, or approximately following, the centerlines of streams, rivers, or other continuously flowing watercourses shall be construed as following the channel centerline of such watercourses taken at mean low water. In the event of a natural change in the location of such watercourses, the boundary shall be construed as moving with the channel centerline.

H. Boundaries separate from and parallel to, or approximately parallel to, any of the features listed in paragraphs (A) through (G) immediately above shall be construed to be parallel to such features and at such distances therefrom as are shown on the FLUM.

I. Boundaries shown as following the edge of Preservation and Recreation/Open Space areas frequently denote and are intended to delineate natural and physical characteristics and may be generalized. If required to make a more definitive interpretation than is possible from the FLUM, an individual site inspection and survey at the time of plan amendment or Development Order (DO) approval shall be used to determine actual location.
Chapter 6: Allowable Uses

Section 6.1 Classification of Allowable Uses –
The land use classification of a parcel is the basis for the application of the respective development standards of this CDC to a proposed use. Table 6-1: Allowable Uses by Land Use Classification and Table 6-2: Allowable Uses Within the Community Redevelopment Districts provide typical examples of allowable land uses, however these should not be considered the only uses allowed within a particular land use designation. Allowable uses are considered to be either allowed or conditional uses. In addition, some allowable uses must also comply with supplemental standards of this CDC. The DCO shall evaluate any use not specifically listed within these tables to determine use characteristics and compatibility with the most appropriate land use designation.

6.1.1 Allowed Uses
If the use of a proposed development is consistent with the Future Land Use Map (FLUM) designation of the underlying land, then the development is considered to be allowable. If the proposed development meets the requirements for allowable uses it is permitted by right. Allowable uses for each land use classification are listed in Table 6-1, and Table 6-2.

Several allowable uses must also comply with provisions that are supplementary to the general requirements and performance standards of this CDC in order to be considered allowable. These uses and the relevant corresponding supplemental standard section are footnoted in Table 6-1 and 6-2. Supplemental standards are primarily contained in Chapter 15: Supplemental Standards, of this CDC. Where conflicts exists, the provisions of Chapter 15 shall govern.

6.1.2 Conditional Uses
Conditional uses are uses that, because of special requirements or characteristics, may be allowed in a particular land use designation or character district only upon completion of a conditional use review and subject to the limitations and conditions specified therein. All proposed development must meet the review criteria contained in Section 4.2.4. In addition, the Planning Board shall hold a public hearing in accordance with the procedures contained in Section 4.1.2 of this CDC.

6.1.3 Uses Not Normally Allowed in a Land Use Category
Several uses, where noted in Tables 6-1 and 6-2 with a footnote 18, are uses not normally allowed within their corresponding land use category per the Countywide Plan Rules. These uses are considered consistent provided that their use characteristics within this CDC do not exceed the parameters of the respective categories of these Countywide Rules. In order to assure consistency these uses, which may be considered allowable or conditional, are also subject to the following restrictions:

A. The property may not be located on a Scenic/Non Commercial Corridor;

B. The property may not exceed three (3) acres in a residential or mixed use land use classification or more than five (5) acres in a commercial or industrial land use classification;
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C. The maximum permitted intensity of the use shall not exceed the maximum floor area ratio (FAR) or maximum impervious surface ratio (ISR) permitted under the land use category; and

D. The maximum permitted intensity of the use shall be further limited such that no additional traffic is generated above that which would have been produced by the maximum intensity of the land use categories.

Section 6.2 Classification of Non-Allowable Uses –

Uses classified as “Not Allowed” in Tables 6-1 and 6-2 are considered incompatible with the existing land use and are not permitted.

Tables 6-1 Allowable Uses Within Land Use Classifications

A = Allowable
C = Conditionally Allowed
N = Not Allowed

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>RR</th>
<th>RS</th>
<th>RE</th>
<th>RU</th>
<th>RL</th>
<th>RLM</th>
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| Assisted Living Facility (7 to 14 clients)               | N   | N   | N   | N   | N   | N   | A^13 | A^13 | A^13 | A^13 | A^13 | A^13 | A^13 | A^13 | N   | N   | N   | N   | N   | N   | N   |

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Agricultural, Industrial, Manufacturing and Warehousing Uses
### City of Largo, FL: Comprehensive Development Code

#### Sports Arenas & Recreational Facilities

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107
### City of Largo, FL: Comprehensive Development Code

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### OTHER PROVISIONS:

1. Must comply with supplemental standards, Section 15.1
2. Must comply with supplemental standards, Section 15.8
3. Must comply with supplemental standards, Section 15.3
4. Must comply with the provisions of Chapter 7, Part II of the City Code of Ordinances
5. Must comply with supplemental standards, Section 15.9, if applicable
6. Not permitted within 300’ of church, state-licensed child care, or public school
7. Permitted within golf courses with residential designation and residential facilities that meet the criteria of F.S. 561.20
8. Allowable only as an ancillary use
9. Must comply with provisions of Chapter 13, if applicable
10. Must comply with provisions of Section 16.5
11. Must comply with supplemental standards, Section 15.5
12. Outdoor storage must not exceed 50% of the total site area
13. Must comply with supplemental standards, Section 15.2
14. Allowable only as an ancillary use, max floor area shall not exceed 20% of the principle structure’s floor area
15. Must comply with the supplementary standards of Section 15.6
16. Subject to a minimum distance separation of 500 feet between any crematory and any residential property. Such distance is to be measured from the nearest outer edge or wall of the crematory facility to the nearest residential property line.
17. Must comply with supplemental standards, Section 15.4
18. Must comply with provisions of Section 6.1.3
19. Must comply with provisions of Section 15.15
20. No outside storage
21. Must comply with supplemental standards Section 15.7
22. Must comply with supplemental standards Section 15.13
23. Outside storage is limited to 20% of the area of the building to which it is an accessory
24. No business may be operated from these facilities
25. Must comply with provisions of Section 5.2.N
26. Must comply with supplemental standards 15.14

**Table 6-2 Allowable Uses Within Land Uses Within the CRDs**

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<td>Dry Cleaners (store front only)</td>
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<td>Flea Markets, Outdoor Markets</td>
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<td>Greenhouse/Nursery</td>
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<td>Home Improvement Store</td>
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<td>Light Repair Shops (shoe repair, furniture upholstery, bikes)</td>
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<td>Professional Offices (insurance, law, architect, etc.)</td>
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<td>Office Over Storefront</td>
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<td>Retail in existing shopping centers</td>
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<td>Retail Stand Alone</td>
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**Institutional and Medical Related and Use**

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<td>Assisted Living Facility (6 or fewer clients)</td>
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<td>Commercial/Trade School (dance, martial arts, diving, crafts)</td>
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<td>C(^{13})</td>
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<td>Day Care Center/Preschool</td>
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<td>Emergency Response/ Public Safety Services</td>
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<td>Government Offices</td>
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<td>Library, Museum Auditorium</td>
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<td>Medical/Dental Lab</td>
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<td>Agricultural, Industrial, Manufacturing and Warehousing Uses</td>
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<td>Bulk Sales of Fuel Oil, Propane</td>
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<td>Trade Shop (carpentry, refinishing)</td>
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City of Largo, FL: Comprehensive Development Code

**DESCRIPTION**

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<tr>
<td>Truck Terminal, Airport, Heliport</td>
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<td>Warehouse or Storage Facility (includes self-storage)</td>
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**Art, Recreation and Entertainment Uses**

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<tbody>
<tr>
<td>Active Recreation Facility (playground, golf course, pool)</td>
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<td>Arcade (electronic games, pinball)</td>
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<td>Bingo Hall</td>
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<tr>
<td>Boat Ramps and Slips and Docks</td>
<td>A&lt;sup&gt;8&lt;/sup&gt;</td>
<td>A&lt;sup&gt;8&lt;/sup&gt;</td>
<td>A&lt;sup&gt;8&lt;/sup&gt;</td>
<td>A&lt;sup&gt;8&lt;/sup&gt;</td>
<td>A&lt;sup&gt;8&lt;/sup&gt;</td>
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<td>Marinas and Boat Storage Facility</td>
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<td>Race Track</td>
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<tr>
<td>Youth Center (YMCA, Boy Scouts)</td>
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**Lodging Uses**

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<td>Bed and Breakfast</td>
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<td>Boarding House</td>
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<td>Commercial Campground</td>
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<td>Dormitory</td>
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<td>Short and Long Term RV Rental</td>
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*Refer to Table 6-1: Allowable Uses Within Land Use Classifications if Land Use type not present in chart*

**Other Provisions:**

1. Must comply with supplemental standards, Section 15.1
2. Allowable space is limited to 500 sq. ft. or less
3. Must comply with supplemental standards 15.9
4. Allowable space limited to 500 sq. ft.
5. Must comply with supplemental standards Section 15.9, if applicable
6. Permitted within golf courses with residential designation and residential facilities that meet the criteria of F.S. 561.20
7. Allowable only as an ancillary use
8. Light manufacturing uses which have no exterior impact are allowed but limited to 15,000 sq. ft. of gross floor area
9. Must comply with provisions of Section 16.5
10. Not permitted within 50 feet of church, state-licensed child care, public school
11. Must also comply with the provisions of Section 15.2
12. Allowable only as an ancillary use, max floor area shall not exceed 20% of the principle structure’s floor area
City of Largo, FL: Comprehensive Development Code

15 Must comply with the supplementary standards of Section 15.6
19 Must comply with Supplemental Standards, Section 15.16
20 Must comply with supplemental standards Section 15.13
21 Must comply with the supplemental standards of Section 15.7
22 2,700 Max GFA
25 Existing modular homes may be replaced with new modular homes
27 Must comply with supplemental Standards Section 15.17
28 No outdoor repairs or repairs visible from abutting properties. No outdoor overnight storage.
Chapter 7: Special Designations & Overlays

Section 7.1 Special Designations in General

7.1.1 Purpose – The City of Largo Strategic Plan, adopted in 2004 and updated in 2011, recommends that existing commercial nodes be redeveloped into concentrated areas of higher density, mixed-use development which emphasize a multi modal transportation orientation and pedestrian connections to adjacent neighborhoods. This Strategic Plan recommendation is part of a countywide strategy to identify and foster target areas for redevelopment. The City of Largo Comprehensive Plan establishes a framework for implementing this vision through supportive goals and policies, which were used to develop the standards in this section. There are three types of Activity Centers: Major Activity Centers, Neighborhood Activity Centers, and Employment Centers. The three (3) types are described below.

A. Major Activity Centers

(1) Location and Description – There are three (3) Major Activity Centers in the City of Largo: The Downtown Multi modal Activity Center (DMAC), the Largo Mall Activity Center and the intersection of U.S. Highway 19 N. and Roosevelt Boulevard (See Map 7-1). Major Activity Centers are characterized by a mix of business, residential and civic uses in a high density, compact physical arrangement that creates a walkable environment, which makes it convenient for residents and employees to travel by public transit, bicycle, foot, or car.

(2) Regulatory Authority – Development and redevelopment within the Major Activity Centers is guided by Special Area Plans. The Special Area Plans designate allowable uses, development standards, and design standards. The plans also delineate available incentives and provide a framework for public infrastructure improvements within each designated special area boundaries. Dedicated multi modal transportation plans may also be developed for the Major Activity Centers. These plans are coordinated with the Special Area Plan for the area in order to create land use and transportation strategies that are supportive of redevelopment in an urban, pedestrian-oriented form.

B. Neighborhood Activity Centers

(1) Location and Description – Neighborhood Activity Centers, while not overlays governed by special area plans and are not regulatory, generally consist of clusters of commercial land uses located at the intersections of arterials and community streets. These areas typically feature commercial uses that serve adjacent neighborhoods.

(2) Regulatory Authority – Development and redevelopment within the Neighborhood Activity Centers is regulated by the standards applicable to the land uses within each area, as well as by the design guidelines contained within the Urban Design Guidelines for Activity Centers. Development and redevelopment should respect the scale and character of adjacent properties and neighborhoods.

(3) Design – Bicycle, pedestrian, and public transit connections between Neighborhood Activity Centers and adjacent neighborhoods are encouraged in order to reduce reliance on automobiles. Where parcel sizes permit, residential may also be included. Neighborhood
Activity Centers are not expected to result in densities/intensities above what is currently allowed by existing land use designations. However, the change toward a multi-modal orientation (better pedestrian and bicycle access, the facilitation of public transit) will result in changes in the physical form of development (buildings will be closer to the street, for instance).

C. Employment Centers - [reserved]

Section 7.2 Major Activity Centers

Map 7-1: Major Activity Centers in Largo, as identified by the Strategic Plan

7.2.1 Downtown Multi-modal Activity Center (DMAC)
A. General characteristics and purpose – A Multi-modal Activity Center is a designated area that incorporates or is anchored by a Major Activity Center or Transit Station Area and is of sufficient scale to support public transit or internal capture of trips within its boundaries. Within Multi-modal Activity Centers, emphasis is placed on development that supports the use of multiple forms of transportation, leading to a reduction in automobile use. Designated areas shall be supported by an adopted multi-modal capital plan and a CRD Plan, Special Area Plan, Transit Station Area Plan, or Overlay District standards. Multi-modal Activity Centers are designated by amending the Comprehensive Plan. The City of Largo has designated one (1) Multi-modal Activity Center, which is shown in light blue on Map 7-1 Major Activity Centers in Largo.

The Downtown Multi-modal Activity Center (DMAC), encompasses both the Clearwater-Largo Road and West Bay Drive CRD. Both CRDs have adopted Special Area Plans in place. In addition, both were developed through a community-based planning process that directly involved local business owners and residents. The Plans work to cultivate the unique attributes
of each district to foster a distinct sense of place and community identity. The Plans also designate allowable land uses, development standards, and design standards to provide a context for future development in the districts. To facilitate implementation of the Plans, specific strategies, including density and intensity bonuses, affordable housing incentives, economic development incentives, and public infrastructure investments, are specified. The strategies leverage public investments and public-private partnerships to achieve pedestrian-oriented, mixed-use development that supports economic and neighborhood revitalization.

B. Location and boundaries – The Downtown Largo Multi modal Activity Center encompasses the West Bay Drive Community Redevelopment District (WBD-CRD); the Clearwater-Largo Road Community Redevelopment District (CLR-CRD); the Missouri Avenue corridor and adjacent areas between the CRD boundaries to the west and south, Auburn Street to the north, and 4th Street NE to the east; and the area south of 4th Avenue SW, west of Central Park Drive, north of 8th Avenue, and east of the Pinellas Trail, as indicated by Map 7-1.

C. Transportation Management System – The Transportation Management System refers to the development impacts on transportation facilities and the implementation of mobility improvements pursuant to the Pinellas County Mobility Plan. The Mobility Plan implements multi modal impact fee that is “consumption based” in that new development is assessed based on the value of the increment of a transportation facility needed to serve it. Downtown Districts, which in the case of the City of Largo is the DMAC, receive a reduced rate because generally they produce less vehicle trips due to the concentration and mix of land uses in these areas. These fees shall be used within the district for multi modal improvements based on need. A list of public improvement needs is available in the Downtown Largo Multi modal Plan.

D. Development standards – Specific development standards for the Downtown Largo Multimodal Activity Center are detailed in Section 7.2.2, Community Redevelopment Districts, below and in this Section.

(1) Landscape/ Pedestrian Improvements – Landscape requirements are intended to recognize the urban nature of the downtown area. Accordingly, the landscape requirements are organized into the following categories:

(a) Streetscaping - Streetscaping involves the creation of a pedestrian friendly environment with adequate sidewalks, well-spaced canopy trees between the street curb and the sidewalk for shade, and low hedges of evergreen shrubs behind the sidewalk to soften building edges and help screen parking lots. Utilities (such as street lights) and street furniture (such as bus shelters, benches and trash cans) are also located in the area between the street curb and the sidewalk in order to separate vehicles from pedestrians and provide a safe, unobstructed walking area. Visibility of the buildings and site from the street is emphasized. Signs, usually monument signs, do not conflict with the higher growing canopy trees. As the trees grow, they can be limbed up, raising the canopy and keeping the building visible. Where outdoor dining is provided, no low growing vegetation at all is needed.

Streetscape in the Mixed Use Corridor (MUC) and Professional Office (PO) Character Districts (CLR-CRD), the MUC and Medical Arts (MA) Character Districts (WBD-CRD) and the Commercial General (CG) and Institutional (I) designated properties in the remainder of the DMAC should receive a treatment suitable to higher density/intensity development and designed to withstand a high volume of pedestrian traffic, while streetscape plantings in the City Home (CH) and Neighborhood Residential (NR) Character Districts (CLR-CRD), the CH and NR
Character Districts (WBD-CRD) and residential and all other land use designations in the remainder of the DMAC should reflect the less dense, purely residential nature of the development. Plantings, including street trees, are intended to be consistent in kind and design along each block face. Information on the appropriate types of plant materials, including Florida Friendly landscaping, may be found in Chapter 10 of this CDC.

All street frontages in the DMAC are required to have streetscaping as part of the Pedestrian Zone. Streetscaping shall also be provided along the major interior driveways which are intended to provide the primary multimodal access into and through the sites of proposed multi-building developments (see Primary Pedestrian Streets in Activity Center Guidelines, City of Largo, Florida, adopted October 19, 2010). The width and layout of the Pedestrian Zone varies for each Character District and is shown both in tabular and graphic form in the WBD-CRD Plan.

(b) Curbside Landscaping/Utilities Area - The area between the back of street curb and the sidewalk in all Character Districts shall minimum of five (5) feet wide and contain:

(i) Street trees intended to provide an urban tree canopy along each side of the street plus additional low growing landscaping (where appropriate) such as grass or ground cover. Street trees may be planted using a number of treatments, including the use of tree grates and pavers/bricks, or mulch beds with groundcover or grass. Street trees shall be approved canopy trees from the list maintained by the City of Largo Department of Recreation, Parks and Arts. Where overhead utility lines or other special conditions exist, understory trees may be substituted for canopy trees subject to approval by the DCO. Trees shall be spaced according to the landscape standards contained within Activity Centers, Table 7-1.

(ii) Utilities such as street lights, fire hydrants, parking meters and the conduit serving these utilities; and

(iii) Street furniture, where applicable, such as bus shelters, benches and trash cans.

Figure 7-1: Streetscaping within the DMAC, above, graphically shows applicable streetscaping requirements within the MUC, PO, and MA Character Districts.

(c) Sidewalk – The sidewalk allows unimpeded pedestrian movement and varies in width from a minimum of five (5) feet wide in the CH and NR Character Districts for both the CLR- and the
WBD-CRDs to a maximum of ten (10) feet wide in the MUC and PO Character Districts for the CLR-CRD and in the MUC and MA Character Districts for the WBD-CRD. Within the remainder of the DMAC, the sidewalks are required to be a minimum of five (5) feet wide, with the exception of parcels with Commercial General (CG) and Institutional (I) land uses, which are required to have eight (8) feet wide sidewalks. The sidewalks may be constructed of concrete or pavers and are intended to be consistent in design along each block face. Accordingly, the first project on any block face will determine the design for the remainder of the block face. The sidewalk material shall be chosen not only on the basis of aesthetics but also to minimize maintenance costs.

(d) Areas between sidewalk and building - This area is five (5) feet wide (in the MUC, PO and CH Character Districts for the CLR-CRD and in the MUC, MA and CH Character Districts for WBD-CRD) (it is not required in the remainder of the DMAC) and provides space for additional landscaping to screen surface parking or accent building facades, seating for restaurants and paving for patios. This shall be finished either in paving or landscaping at the option of the property owner. In the NR Character District in both the CLR and WBD CRDs, the Pedestrian Zone ends at the build-to line, where the front yard of residences.

(e) Buffers - Landscaped buffers are required:

(i) Along a property line shared with a less dense Character District within the CRD;

(ii) Along a property line shared with a property designated as either Residential Low or Residential Urban Future Land Use Map designation at the perimeter of the CRD; and

(iii) Around the perimeter of surface parking lots.

Buffers along shared property lines next to less dense development shall be placed in the required perimeter setback (as required in the WBD-CRD Plan for each Character District) and shall be a Type A buffer as defined in Table 10-3 of this CDC. Where a higher density/intensity Character District is separated from a less dense Character District by a public street, landscape buffers are not required; instead, a Pedestrian Zone with streetscaping is required as shown in Figure 7-2. Perimeter buffers for parking lots are required whether they are adjacent to shared property lines or public streets.

Figure 7-2: Streetscaping within the DMAC, above, graphically shows applicable streetscaping requirements within the CH, NR Character Districts, as well as residential use and CG
(f) Parking lot landscaping - Perimeter landscaping for surface parking lots will include a minimum five (5) feet wide landscape buffer with canopy trees and a solid three (3) feet minimum height to four (4) feet maximum height wall, fence, linear evergreen hedge, or combination thereof. Interior parking lot landscaping will meet the requirements of Chapter 10 of this CDC.

(g) Sustainable street and parking lot infrastructure - “Green” street infrastructure (landscaped swales in the green space next to the right of way to improve water quality and aid in storm water management) are encouraged within the DMAC. The use of green infrastructure is also encouraged to be incorporated into parking lot design through the installation of ribbon curb at the edge of parking lot islands and planting areas, with the plantings installed in swales below the grade of the parking lot to encourage natural drainage and filtration before rainwater enters the conventional stormwater system. Previous parking systems, such as grasscrete, are also encouraged where appropriate. Green infrastructure included in Appendix B. Optional Design Standards (Objective 1.2 Sustainable Downtown: “Use of Alternative Surfaces”) of the WBD-CRD Plan and can be used to justify density, intensity and height bonuses.

(h) Optional landscaping - Landscaping may be provided between the back of sidewalk and the front of building, and/or on open space on the property either at the owner’s discretion or as part of Optional Design Standards (Appendix B of the adopted WBD-CRD Plan) used to justify bonus height and/or density/intensity.

(2) Mobility and site connectivity improvements

(a) Sidewalks - Sidewalks will be provided along all street rights-of-way. Where sufficient right-of-way width does not exist to support these improvements, the developer will construct it within an easement approved by and dedicated to the City. Sidewalks shall also be provided along the full length of the primary facade of each building.

(b) Building design – At least one primary entrance shall be visible from the public street and connected to that street by a pedestrian sidewalk aligned with the primary entrance. The primary entrance shall be clearly defined and highly visible. The entrance shall be accentuated with at least three (3) of the following design features:

- Architectural features such as outdoor patios or plazas;
- Display Windows;
- Integral Planters or Wing Walls;
- Canopies;
- Arcades;
- Parapets;
- Peaked Roofs;
- Arches; or
- Architectural details other than those listed above such as details of building design.
(c) Connectivity - Well-defined, safe pedestrian access will be provided between building entrances and public sidewalks, transit stops, parking facilities, external sidewalks, and outparcel buildings. Pedestrian walkways shall be designed in a manner that reduces conflicts between the walkways and vehicular traffic. Public transit facilities shall be provided using landscaped areas, sidewalks, and pavement markings or pavers when crossing vehicular use areas.

**Figure 7-3: Pedestrian Connection Example**

(d) Site design- Building sites shall be designed to promote connectivity to surrounding land uses and streets. Techniques may include development of internal street systems, interconnected driving aisles and shared access, pedestrian access, and siting of buildings in relationship to adjacent development.

(i) Internal and new streets shall connect to existing streets or be designed to facilitate future connections to the maximum extent possible.

(ii) Interconnected driving aisles and shared access shall be provided to connect with adjoining sites.

(iii) Internal street systems shall be required for sites containing multiple buildings

(iv) Siting of buildings shall take into consideration the relationship of the site to adjacent buildings and internal street systems and driving aisles to promote interconnectivity between adjacent land uses. Separation of buildings by internal streets or driving aisles may be required to promote connectivity and pedestrian orientation.

(e) Bike parking – At a minimum, either Class 1 or Class 2 bicycle parking facilities shall be provided for each project constructed in the MUC, PO Character Districts (CLR-CRD), as well as the MA and CH Character Districts (WBD-CRD). Class 1 bicycle parking facilities shelter the bicycle and its associated components and accessories from theft, vandalism and inclement weather. Examples of Class 1 facilities include bicycle lockers, restricted access parking, guarded parking and valet service. Class 2 bicycle parking refers to short-term storage racks that allows at least one wheel to be secured with a user-provided lock. Racks with two points of contact help prevent bicycles from falling over and are preferred.

(3) Bonus height, density or intensity – Provision of mobility improvements that address multi modal needs as listed within the Multi modal Vision for Downtown Largo, may be considered to be a public amenity and used to justify bonus height, density and intensity under the Optional Design Standards
Appendix of the WBD-CRD Plan, subject to a Development Agreement with the City.

(4) Safety and lighting – Site Standards for service areas, security and crime prevention, outdoor lighting and minimum open space requirements are contained within both the CLR-CRD and the WBD-CRD Plans for each Character District.

(5) Stormwater management - Developments shall comply with all stormwater management requirements in Chapter 11, including the standards in 7.2.1.D(1)g. Sustainable Street and Parking Lot Infrastructure, above.

(6) Redevelopment Incentives – Two incentive programs have been established to facilitate redevelopment in the Downtown Largo Major Activity Center, they are as follows:

(a) Downtown Multi modal Impact Fee Reductions- Multi modal Impact Fees within the DMAC are reduced by 50 percent as compared to districts outside the DMAC; and

(b) Provision of an alternate development process – Within the DMAC, and the other Activity Centers, a developer and/or property owner may choose the Alternate Development Process. This is an administrative process designed to achieve the City’s vision for urban form and mobility standards as provided in the City’s Strategic Plan and the “Urban Design Guidelines for Activity Centers,” as amended and the CRD Plans for the two CRDs. This process also is administrative and is intended to allow a developer/property owner the ability to propose a project which meets the intent of the City’s vision, while allowing for the administrative flexibility to amend certain site layout standards.

(i) Applications - shall meet all applicable standards of Chapter 3, Level III, Full Scale Review;

(ii) Review - shall meet the requirements of the Level III, DRC Review contained in Chapter 3. In addition, a review shall be conducted by the staff of the Community Development Department Urban Design Studio. Applicants are encouraged to participate in collaborative manner with the Urban Design Studio. The Urban Design Studio shall use the principles of the City of Largo Strategic Plan, the guidelines of the “Urban Design Guidelines for Activity Centers” and the mobility standards contained in the Downtown Multi modal Plan as a basis for review;

(iii) All development plans reviewed under this provision must be approved by the Development Controls Officer (DCO); and

(iv) Community Development staff shall make a quarterly presentation of all plans approved under this provision to the Community Development Advisory Board (CDAB) at a publicly advertised meeting for the purpose of receiving feedback and guidance on the development of revised principles and guidelines going forward.

(v) Projects approved under this provision are not required to meet Pinellas County transportation concurrency requirements.

7.2.2 Community Redevelopment Districts in General

A. Relationship to state and regional growth management requirements – Chapter 163, Part III, Florida Statutes governs community redevelopment districts (CRDs) and provides a process for their review and approval.
B. Relationship to countywide land use planning – Both the Clearwater Largo Road Community Redevelopment District (CLR-CRD) and West Bay Drive Community Redevelopment District (WBD-CRD) Plans have been approved under the requirements of the Special Area Plan (SAP) provisions of the Pinellas Countywide Rules. The Countywide Plan and Countywide Rules provide a general land use map and a set of general land use rules common to all the local governments within Pinellas County. Under the Countywide Plan Rules, an SAP is required to designate an area as a Redevelopment District (CRD) on the Countywide Plan Map. Both the Largo City Commission and the Pinellas Board of County Commissioners (acting as the Countywide Planning Authority) must approve a SAP.

C. Land use designations within the CRDs – In both the CLR-CRD and the WBD-CRD, overlay districts have been created as part of the land use designation of Community Redevelopment District. These are called “Character Districts” and represent areas within the Districts targeted for redevelopment opportunities. In addition, other land use designations found under Section 6.2, exist within the CRDs and represent areas which must be protected and are not currently considered as redevelopment opportunities. Character Districts and other land use designations are shown for each CRD on Map 7-3 Clearwater Largo Road CRD Character District Map, and Map 7-4 West Bay Drive CRD Character District Map.

D. Relationship to City of Largo land use policy

(1) Relationship to the Comprehensive Plan - The Comprehensive Plan is the City’s growth management tool which identifies the long-range goals that the City wants to achieve over the next 15 to 25 years. The framework of the Comprehensive Plan is regulated by the State of Florida. Every seven (7) years, the City is required to update its Comprehensive Plan by evaluating the status of the goals, objectives, and policies contained in the Plan and identifying new issues of public concern. The Comprehensive Plan is the planning and policy link between the vision and principles of the City of Largo Strategic Plan and the regulatory mechanism of the CDC. The importance of the implementation of both the Clearwater Largo Road and West Bay Drive Community Redevelopment District Plans are specifically reflected in the goals and objectives of the City of Largo Comprehensive Plan, particularly in the Future Land Use Element.

(2) Relationship to Strategic Plan - The City of Largo Strategic Plan provides a vision for how commercial centers and corridors within the City will redevelop, how the business community will thrive, how infrastructure assets will be maintained, how transportation choices will be expanded, how parks and open space will be cultivated, and how neighborhoods will be preserved. The Strategic Plan is used to align City programming and capital improvements with the community’s goals. The redevelopment of the CRDs are incorporated into one of the Strategic Plan’s six principles, “create activity centers and mixed use corridors.” The Strategic Plan itself is incorporated into the Comprehensive Plan.

(3) Relationship to adopted mobility plans - The Downtown Largo Multi modal Plan was adopted by the City Commission in 2011. It includes both of the City’s downtown CRDs within its boundaries. Consistent with the Comprehensive Plan and the Strategic Plan, the Downtown Largo Multi modal Plan is intended to encourage development and redevelopment of the downtown, creating a community that is walkable and inviting. Implementing the Multi modal Plan for Downtown Largo will provide mobility through options other than the single occupant vehicle. The Multi modal Plan is part of the implementation program for both the Clearwater
Largo Road Community Redevelopment District and the West Bay Drive Community Redevelopment District. The boundaries of the Downtown Multi modal Activity Center are shown on Map 7-2.
City of Largo, FL: Comprehensive Development Code

Map 7-2: CRDs and Multi-modal Activity Center Boundaries

Clearwater Largo Community Redevelopment District
West Bay Drive Community Redevelopment District
Downtown Multimodal Activity Center
City of Largo, FL: Comprehensive Development Code

Map 7-3 – Clearwater-Largo Road CRD Character District Map
7.2.3 Clearwater Largo Road Community Redevelopment District (CLR-CRD)
A. General characteristics

(1) Objective – to implement the CLR-CRD Plan (as adopted by Ordinance No. 2006-49, as amended by Ordinance No. 2009-05) by creating standards that transform the CLR-CRD into a vibrant mixed use district. The CLR-CRD Plan is intended to serve as the guide for redevelopment of this area for thirty years from the date of adoption.

(2) Boundaries – The boundaries of the CLR-CRD are provided in Map 7-3.

(3) Use characteristics

(a) Allowable uses - as contained within Figure 3.1 Allowable Uses within Character Districts in the CLR-CRD Plan, as well as Table 6-2 of this Code. Uses not included in either table, which contribute to the intent of the CRD Plan as stated in Section 3.1. Goals, Objectives and Policies, may be approved by the DCO.
(b) Prohibited uses - as contained within Figure 3.1 Allowable Uses within Character Districts in the CLR-CRD Plan, as well as Table 6-2 of this CDC. Also, uses which do not contribute to the intent of the CRD Plan as stated in Section 3.1. Goals, Objectives and Policies, may be prohibited subject to a finding by the DCO.

(c) Use restrictions - The following restrictions shall apply to all redevelopment within the CLR-CRD:

(i) Convenience stores are permitted up to a maximum gross floor area of 2,700 square feet.

(ii) Gas stations are limited to a maximum of four (4) multi-pump dispensers (MPDs) and twenty-four (24) hoses (associated convenience store maximum of 1,000 square feet of gross floor area).

(iii) Automotive repair garages engaging in outdoor repairs, or repairs visible from abutting properties or the right-of-way, are prohibited. Included are automotive repair garages which have overnight, outdoor storage of vehicles.

(iv) Car and boat lots, including retail car sales, using outdoor displays are prohibited.

(v) Drive-thrus for restaurants are permitted as connections to the site. When a fence is required, shrubs set at three foot on center along the fence, shall also be provided.

(vi) Live/Work Units are permitted as conditional uses that must also comply with any supplemental standards contained in the CLR-CRD Plan or this CDC.

B. Character District Descriptions – see Section 5.2.4 J

C. Development Standards - The development standards contained in this Section are supplementary to the performance standards contained elsewhere in this CDC. Standards not specifically addressed in this Section shall be governed by the performance standards of the CDC. Where a conflict exists, the provisions of this Section shall govern.

(1) General Development Standards - Standards for density/intensity, impervious surface ratio (ISR) and minimum lot size for all Character Districts are contained in Table 3.2, Site Design Standards in the CLR-CRD Plan.

(2) Site Design Standards

(a) Building height - Building height by Character District is contained in Figure 3.3, Building Height in the CLR-CRD Plan.

(b) Building setbacks – Building setbacks are provided in Section 3.7.A.3 Setbacks in the CLR-CRD Plan. In addition, the following shall be required:

(i) Building Placement – New developments are encouraged to promote a pedestrian-friendly atmosphere by locating the building(s) as close to the sidewalk as possible while complying with all applicable requirements.

(ii) A maximum setback of seventy (70) feet shall be maintained from the centerline of Clearwater-Largo Road, unless the surrounding buildings are set back at a lesser or greater distance. In such cases, the DCO shall determine the appropriate setback by evaluating the average setback distance of the surrounding structures.
(iii) When the building is set back seventy (70) feet or more from the centerline of the road, fencing shall not exceed four (4) feet in height along abutting rights-of-way and shall include openings to allow for sidewalk connections to the site. When a fence is required, shrubs set at three foot on center along the fence, shall also be provided.

(c) Parking - Parking requirements are contained in Section 3, District Plan, of the CLR-CRD Plan. Where not specifically provided for in the CRD Plan, the requirements of Chapter 10 of the CDC shall govern. Where a conflict exists, the provisions of the CLR-CRD Plan shall govern.

(d) Mobility Improvements

(i) The Downtown Largo Multimodal Plan was adopted by Resolution No. 2031. The Plan is part of the implementation program for the CLR-CRD and is intended to provide a functional and attractive environment, supporting both pedestrian and bicycle mobility. Accordingly, sidewalks will be provided along all street rights-of-way. Where sufficient right-of-way width does not exist to support these improvements, the developer will construct them within an easement approved by and dedicated to the City.

(ii) Well-defined, safe pedestrian access will be provided between building entrances and public sidewalks, public transit stops, and parking facilities.

(iv) Bicycle parking facilities shall be provided for each project constructed in the MUC, PO and CH Character Districts. This encompasses both Class 1 and Class 2 facilities. Class 1 bicycle parking facilities shelter the bicycle and its associated components and accessories from theft, vandalism and inclement weather. Examples of Class 1 facilities include bicycle lockers, restricted access parking, guarded parking and valet service. Class 2 bicycle parking refers to short-term storage racks that allows at least one wheel to be secured with a user-provided lock. Racks with two points of contact help prevent bicycles from falling over and are preferred.

Stormwater management - Developments shall comply with all stormwater management requirements in Chapter 11, including the standards in Section 7.2.1.D(1)g Sustainable Street and Parking Lot Infrastructure, above.

(f) Signs – Signage shall be built at a pedestrian scale and integrated with the associated building’s architectural style. Signage shall comply with the standards of Section 12.11 Signage in the CRDs.

(g) Outdoor Displays of Merchandise – All outdoor displays, whether permanent or temporary, shall not cumulatively exceed twenty-five (25) percent of the gross floor area of the building(s) on the property. Outdoor display of vehicles, automotive supplies, appliances, machinery, and similar products are not allowed. The following restrictions shall apply:

(i) Permanent outdoor displays of merchandise require site plan approval for the addition floor area. The display area shall comply with the same building setback and landscaping requirements applicable to the primary structure.

(ii) Temporary outdoor displays of merchandise shall be limited to a representative sample of items sold within the store in a compact and orderly area not to exceed twenty (20) square feet. The display area(s) shall be located near the building entrance(s) and shall be parallel to, and, abutting, either the building facade or the private sidewalk/walkway leading to the entrance(s).
Outdoor displays shall be brought indoors when the business is closed. Outdoor displays shall not obstruct parking spaces or handicap accessibility of public or private sidewalks or walkways.

**7.2.4 West Bay Drive Community Redevelopment District (WBD-CRD)**

**A. General characteristics**

1. **Objective** - to implement the West Bay Drive Community Redevelopment District (WBD-CRD) Plan (as adopted by Ordinance No. 2009-31) by creating standards that allow existing businesses, residents and institutions to prosper within the District, while encouraging new investment at urban scale and density in the City's historic downtown. These standards also further the goals of the Strategic Plan and Comprehensive Plan, the Special Area Plan (SAP) provisions of the Pinellas Countywide Rules, and the Downtown Multi modal Activity Center.

2. **Boundaries** – The boundaries of the WBD-CRD are provided above in Figure 8.1 Community Redevelopment Districts (CRDs) and Multi modal Activity Center Boundaries.

3. **Use characteristics**

   a. **Allowable uses** - as contained within Table 6.2 Allowable Uses by Land Use Classification in the CRDs. The following classifications are allowable uses within the WBD-CRD, where indicated by that table.

   i. **Work force housing in the Medical Arts (MA) District** – The construction of Work Force Housing Units are encouraged within the Medical Arts (MA) additional uses, subject to Planning Board approval. The intention is to provide affordable housing near places of employment and to support the development of medical uses within the MA Character District.

   Occuancy or purchase of work force housing is targeted towards those with a medical related job such as nurses, medical technicians and other medical personnel, as well as service workers.

   Definition – Work Force Housing is defined as housing for households earning between one hundred twenty (120) percent and one hundred fifty (150) percent of median household income, available at a monthly cost of no more than thirty (30) percent of a household's average gross monthly income.

   Size – There is no limitation on the gross floor area (GFA) of a Work Force Housing Unit.

   Density bonus - The WBD-CRD Plan provides for a density bonus of up to five (5) dwelling units per acre for the dedication of a minimum of ten (10) percent of the total units in a project as Work Force Housing.

   Work force housing structures and units shall meet all setback, height and placement requirements contained in the WBD-CRD Plan.

   ii. **Short term stay uses** - Short term occupancy units (including hotels) are permitted in the MA Character District, subject to the requirements for such uses found elsewhere in this CDC.

   iii. **Accessory dwelling units** - Accessory Dwelling Units (ADUs) are permitted in the NR Character District. The intention is to provide the opportunity for selective residential infill while preserving the single family residential character of existing neighborhoods.

   b. **Prohibited uses** - as listed within each Character District of the WBD-CRD Plan.
Conditional uses in Character Districts – as listed within each Character District of the WBD-CRD Plan.

(i) Live/Work Units are permitted as conditional uses that must also comply with any supplemental standards contained in the CLR-CRD Plan or this CDC.

(ii) Drive-thru restaurants - Drive-thrus for restaurants are permitted as conditional uses, subject to Level III Planning Board approval.

**Figure 7-4: Conceptual Pedestrian Zone**

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### B. Character Districts

For a description of Character Districts see Chapter 5 of this CDC.

### C. Development standards

The development standards of this Section of the CDC are supplementary to the performance standards contained elsewhere in this CDC. Standards not specifically addressed in this Section shall be governed by the performance standards of the CDC.

Where a conflict exists, the provisions of this Section shall govern.

1. General development standards – Standards for density/intensity, height, impervious surface ratio (ISR) and minimum lot size for all Character Districts are contained in Table 2-4: WBD-CRD Development Standards are in the WBD-CRD Plan.

2. Site design standards - The following site design standards shall apply to all Level II, Full Scale Review proposals within the WBD-CRD. To the extent practical, Level I, Small Scale Review proposals within the WBD-CRD shall also meet the following standards:

   (a) Setbacks/pedestrian zone – In order to create a pedestrian oriented urban environment, building placement is defined by an area around the entire perimeter of a site called the “Pedestrian Zone.”

   Buildings in the MUC, MA and CH Character Districts are placed at a build-to line, where applicable, immediately behind (or inside of) the Pedestrian Zone. Buildings in the NR Character District are set back behind a front yard in addition to the Pedestrian Zone and placement is further defined by side yard setbacks and rear garages. Figure 7-5 depicts the required front, side and rear setbacks within the MUC Character District.
Figure 7-5: Required Streetscape within the MUC

(b) Building design standards including standards for building height and stepbacks; building placement to create an appropriate transition to adjacent residential neighborhoods; standards to achieve an active ground floor; and standards for architectural design treatments. These standards are provided in the WBD-CRD Plan for each Character District.

(c) Landscaping - Landscaping requirements for the WBD-CRD, including streetscaping, buffers, parking lot landscaping, sustainable street and parking lot infrastructure, and optional landscaping, are contained below in Section 7.2.1.D.

(d) Parking – The WBD-CRD Plan provides “Parking Accommodation” standards for each Character District. Standards not specifically addressed in the WBD-CRD Plan shall be governed by the requirements contained elsewhere in the CDC. Where a conflict exists, the provisions of the WBD-CRD Plan shall govern.

(e) Signs – Sign requirements for the WBD-CRD are contained in Section 12-11.

7.2.5 Largo Mall Activity Center

A. General characteristics and purpose - The Largo Mall Activity Center (LMAC) is one of three Major Activity Centers identified in the City’s Strategic Plan. The LMAC is both a major activity center and an area of regional importance. The objective of the LMAC is intended to provide for a higher quality, including density and intensity, form of development that can serve multiple modes of transportation and promote compact, walkable development. The activity center overlay is intended to provide flexibility within the district to allow development to have higher densities and intensities of up to two times its current allowable dwelling units per acre (du/ac) and floor area ratio (FAR), but not to exceed 30 du/ac or a FAR of 1.1. Table 7-1 provides an outline of the existing and proposed allowable development thresholds per land use within the LMAC. Properties within the LMAC are not required or expected to be developed to the maximum allowable du/ac or FAR as some properties may be restricted due to site location. Properties/projects which provide design and development elements consistent with the Largo Mall Activity Center overlay standards contained within the CDC are entitled to additional density and/or intensity to the thresholds identified by Table 7-1. These standards are intended
City of Largo, FL: Comprehensive Development Code

to enhance the function of new development, minimize community impacts associated with such uses, meet the mobility goals of the Special Area Plan and improve the visual appearance/cohesiveness of all new uses.

**B. Location and boundaries** – The LMAC encompasses approximately 325 acres of property that is roughly bisected by Seminole Boulevard and Ulmerton Road, as indicated by Map 7-1.

C. Streetscape within the LMAC

(1) Applicability – Streetscape standards apply to all parcels directly abutting public streets within the LMAC.

(a) Area between the back of the street curb and the sidewalk – This area, which is a minimum of five (5) feet in width regardless of adjacent street shall provide space for a minimum of three (3) canopy trees for every one hundred feet of right-of-way. Shrubs and ground cover are not required.

(b) Sidewalk width – Sidewalk widths vary between five (5) feet in width minimum along collector, local and internal streets and eight (8) feet along arterial streets.

(c) Area between the sidewalk and building - This area, which is a minimum of five (5) feet in width, provides space for additional landscaping to screen surface parking or accent building facades, seating for restaurants and paving for patios. This area shall be finished either in paving or landscaping at the option of the property owner.

(d) Sustainable street infrastructure - “Green” street infrastructure (landscaped swales in the green space next to the right of way to improve water quality and aid in storm water management) is encouraged. Green infrastructure is included in Appendix B., Optional Design Standards (Objective 1.2 Sustainable Downtown: “Use of Alternative Surfaces”) of the WBD-CRD Plan. The provision of these measure can be used to justify density, intensity and height bonuses. The DCO may reduce required streetside landscaping (including width of buffer and amount of trees and vegetation required) in return for the installation of bioswales or other green infrastructure adjacent to the street curb as part of the streetscape.

(2) Internal street network requirements

(a) Applicability – Major interior driveways providing access to the entire site shall be designed as primary pedestrian streets.

(b) Pedestrian streets through parking lots – Diagonal or straight-in parking is not allowed within the primary ingress/egress drive of the primary pedestrian street. Parallel parking is allowed (See Figure 7-5).
Table 7-1: LMAC Overlay Development Intensity Bonus

<table>
<thead>
<tr>
<th>FUTURE LAND USE CATEGORIES</th>
<th>Current Max</th>
<th>LMAC Max</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>D/U per Acre</td>
<td>FAR</td>
</tr>
<tr>
<td>Commercial General (GC)</td>
<td>24.0</td>
<td>0.55</td>
</tr>
<tr>
<td>Commercial Neighborhood (CN)</td>
<td>10.0</td>
<td>0.40</td>
</tr>
<tr>
<td>Institutional (I)</td>
<td>12.5</td>
<td>0.07</td>
</tr>
<tr>
<td>Industrial Limited (IL)</td>
<td>-</td>
<td>0.65</td>
</tr>
<tr>
<td>Residential/Office/Retail (R/O/R)</td>
<td>18.0</td>
<td>0.40</td>
</tr>
<tr>
<td>Residential/Office General (R/O/G)</td>
<td>15.0</td>
<td>0.50</td>
</tr>
<tr>
<td>Residential Estate (RE)</td>
<td>1.0</td>
<td>0.30</td>
</tr>
<tr>
<td>Residential Low (RL)</td>
<td>5.0</td>
<td>0.40</td>
</tr>
<tr>
<td>Residential Low Medium (RLM)</td>
<td>10.0</td>
<td>0.50</td>
</tr>
<tr>
<td>Residential Medium (RM)</td>
<td>15.0</td>
<td>0.50</td>
</tr>
<tr>
<td>Residential Urban (RU)</td>
<td>7.5</td>
<td>0.40</td>
</tr>
<tr>
<td>Transportation/Utility (T/U)</td>
<td>-</td>
<td>0.70</td>
</tr>
</tbody>
</table>

(c) Design elements – Primary pedestrian streets shall have a sidewalk on both sides that is a minimum of five (5) feet in width and streetscaping consisting of a minimum five (5) foot wide continuous landscape strip between the street or vehicle way curb and the sidewalk. Streetscaping in this landscape strip shall consist of canopy trees and evergreen ground cover. See Table 7-2.

Table 7-2: Streetscape Dimension Requirements Within Activity Center

<table>
<thead>
<tr>
<th>Location</th>
<th>Curbside Landscape Area¹</th>
<th>Sidewalk Width</th>
<th>Area between sidewalk &amp; building</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Width</td>
<td>Street Trees²</td>
<td>Shrubs/ Groundcover³</td>
</tr>
<tr>
<td>Collector &amp; local streets</td>
<td>5'</td>
<td>3'</td>
<td>Not required</td>
</tr>
<tr>
<td>Arterial streets</td>
<td>5'</td>
<td>3'</td>
<td>Not required</td>
</tr>
<tr>
<td>Internal streets &amp; drives designated as primary pedestrian streets</td>
<td>5'</td>
<td>3'</td>
<td>Not required</td>
</tr>
</tbody>
</table>

¹Quantities are given for every one hundred feet of right of way. Where parking, loading or internal driveways directly about the street right of way and/or an internal Primary Pedestrian Street, a Type A Landscape Buffer will be required in addition to the streetscape requirements.

²Where overhead utilities exist, understory trees may be planted as a substitute for the canopy tree requirement at a ratio of 2 understory trees for each canopy tree. There would thus be a total of six (6) understory trees required for each one hundred lineal feet of right of way.

³Shrubs are to be low growing, evergreen shrubs. Alternately, a sufficient quantity of evergreen ground cover to cover an area 5 feet wide x 100 feet long (500 square feet) for each one hundred lineal feet of right of way may be planted.
D. Off-street parking design in activity centers

(1) Parking sub-groups – All parking lots shall be divided into clearly defined groupings of spaces with no more than fifty (50) spaces in a group. Such groups shall be broken into individual areas and/or separated by landscaping and/or by design components of the site or buildings.

(2) Loading and storage areas – The site plan must demonstrate that loading and storage areas are carefully screened from view by pedestrians, motorists and nearby residents and businesses.

(3) Dumpsters – All dumpsters must have solid panels that screens the area from the view of pedestrians, motorists and nearby residents and businesses. See Figure 7-6.

Figure 7-6: Example of and Internal Street Network

(4) Utility equipment – Mechanical equipment or other utility hardware on roofs, ground, or buildings shall be screened from public view with architectural and/or landscape materials consistent with the building, or they shall be located so as not to be visible from any public ways. See Figure 7-7. (5) Sustainable Parking Lot Infrastructure – The provision of green infrastructure can be used to justify density, intensity and height bonuses. The DCO may reduce required streetside buffer landscaping (including width of buffer and amount of trees and vegetation required) as well as number of required parking spaces, in return for the installation of bioswales or other green infrastructure adjacent to the street curb as part of the streetscape. Green infrastructure is included in Appendix B.

Optional Design Standards (Objective 1.2 Sustainable Downtown - “Use of Alternative Surfaces”) of the WBD-CRD Plan.
Figure 7-7: Dumpster Enclosure

Figure 7-8: Internal Street Standard Within the Largo Mall Activity Center
Section 7.3 Other Activity Centers

7.3.1 Neighborhood Activity Centers

A. Location – The Neighborhood Activity Centers are generally located at the intersections of arterials and community streets and encompass all sites within a one half (½) mile radius of each intersection.

B. Development standards – The land uses generally found within Neighborhood Activity Centers include: Commercial General, Commercial Neighborhood, Residential Office General, Residential Office Retail, Residential Office Low, Industrial Limited, Industrial General, and Institutional. Development and redevelopment within the Neighborhood Activity Centers is regulated by the standards applicable to these land use designations, and the Urban Design Guidelines for Activity Centers.

7.3.2 Employment Centers [reserved]

Section 7.4 Corridors

7.4.1 Purpose

Corridors, while not overlays, are defined as the land uses, generally one (1) parcel deep that line significant roadways in the City and support the modes of transportation intended for those roadways. Within the City, there are three (3) types of corridors: Mixed-Use Corridors, Community Streets, and Scenic Non-Commercial Corridors. These corridor types are described below.

7.4.2 Mixed-Use Corridors

A. Location – The Strategic Plan identifies East/West Bay Drive, Roosevelt Boulevard, Ulmerton/Walsingham Road, Missouri/ Seminole Boulevard, and 66th Street as sprawling strip commercial corridors that should be redeveloped into mixed-use corridors over time. Development along these corridors should contain a mixture of complimentary/supportive uses, such as a combination of residential, office, and commercial uses. These uses should support all modes of transportation (automobile, bicycling, walking, and mass transit).

B. Development standards - The land uses generally found along the Mixed-Use Corridors include: Residential Urban, Residential Medium, Commercial General, Commercial Neighborhood, Residential Office General, Residential Office Retail, Residential Office Low, Industrial Limited, Industrial General, and Institutional. Development and redevelopment along
Mixed-Use Corridors is regulated by the standards applicable to those land use designations. In addition, within the right-of-way of each Mixed-Use Corridor, streetscape standards of Section 7.2.1.D.(1) a. above, shall be instituted as part of the redevelopment of the sites.

C. Incentives [reserved]

7.4.3 Community Streets

A. Purpose – The City's Community Streets form a local interconnecting street network that provides safe and attractive connections between neighborhoods, parks, community facilities, and daily commercial services. Context sensitive design is used to design these roadways to respect existing land uses along the roadways and balance options for residents of the City, as well as help reduce the number of bicycle and pedestrian accidents that occur along these streets. See Map 7-5, Community Streets.

Map 7-5: Community Streets
B. Incentives - [reserved]

7.4.4 Scenic Non-Commercial Corridors

A. Intent and purpose – The intent and purpose of the Scenic Non-Commercial Corridor designation is to guide the preservation and enhancement of scenic qualities, to ensure the integrity of the Countywide Plan Map, and to maintain and enhance the traffic operation of these especially significant roadway corridors in Pinellas County. The principal objectives of Scenic Non-Commercial Corridor designations are:

1. To preserve and enhance scenic qualities found along these corridors and to foster community awareness of the scenic nature of these corridors;

2. To encourage superior community design and enhanced landscape treatment, both outside of and within the public right-of-way;

3. To encourage land uses along these corridors which contribute to an integrated, well planned, and visually pleasing development pattern, while discouraging the proliferation of commercial, office, industrial, or intense residential development beyond areas specifically designated for such uses on the Countywide Plan Map;

4. To assist in maintaining the traffic operation of roadways within these corridors through land use type and density/intensity controls, and by conformance to access management regulations, by selective transit route location, and by the development of integrated and safe pedestrian and bicycle systems; and
(5) To encourage design standards identified within the Pinellas Countywide Scenic Non-Commercial Corridor Master Plan, through the adoption of local ordinances and regulations consistent with those standards set forth within the Master Plan.

B. Applicability – Countywide rules for land use changes along Scenic Non-Commercial Corridors shall be applied to those corridors identified in Map 7-5.

C. Countywide Rules – When an application is made to amend the Countywide Plan Map on a Scenic Non-Commercial Corridor, the Pinellas Planning Council and the Countywide Planning Authority review the application according to provisions within the Countywide Rules.

Section 7.5 Transit Oriented Development

7.5.1 Purpose
Transit Oriented Development (TOD) focuses on creating a compact development pattern with housing, jobs, shopping, community services and facilities, and recreational opportunities, all recognizes two (2) types of TOD designations: Transit Station Areas and Transit Corridors, as described below.

7.5.2 Transit Station Areas
A. Purpose – A designated transit station area is typically within a 1/4 to 1/2 mile radius from a transit station, where, using Transit Oriented Development principles, the land development pattern is designed to maximize transit use by increasing density and intensity of development and requiring a mix of complementary land uses. Locational characteristics are based on the appropriate Transit Station Area Typology and density/intensity specified in the local transit station area plan and the commensurate locational characteristics found in the applicable plan categories under the Countywide Plan Rules.

B. Location and boundaries - [reserved]

C. General development standards [reserved]

7.5.3 Transit Corridors
A. Location and boundaries [reserved]

B. General development standards [reserved]

Section 7.6 Overlay Districts

7.6.1 Special Flood Hazard Area, Coastal High Hazard Areas and Shoreline
Properties within the High Hazard Areas and along the shoreline must comply with all of the standards for the underlying land use and the restrictions of this Subsection.

A. Coastal High Hazard Area (CHHA) - This is a designation by the Federal Emergency Management Agency (FEMA) for those areas vulnerable to storm surge during a hurricane. The CHHA is one in the same as the area shown as Evacuation Level A in the most current Official Hurricane Guide for the Tampa Bay Area.

B. Special Flood Hazard Area (SFHA) - This is a designation by FEMA affecting properties located within Flood Zone A or the 100-Year Flood Plain as shown in the most current Flood Insurance Rate Maps available for review at the City’s Engineering Department.
(1) Use and Density Restrictions Within the CHHA and SFHA:

(a) Residential uses

(i) Vacant parcels - Undeveloped residential land shall not be developed at densities greater than two and one-half (2.5) units per acre.

(ii) Developed land - Developed residential land shall not be redeveloped at densities greater than seven and one-half (7.5) units per acre.

(iii) Maximum density - Residential and Mixed Use land use designations within the CHHA or SFHA shall in no case be granted amendments which would increase residential densities above the existing density.

(iv) Manufactured housing shall not be allowed within the CHHA.

(b) Non-residential uses

(i) Critical facilities such as hospitals, police and fire stations, and other public facilities shall not be allowed within the CHHA or SFHA.

(ii) Facilities with in-patient care or indigent residents such as clinics, care and rehabilitative facilities, nursing homes, etc., shall not be allowed within the CHHA or SFHA.

(iii) Developments which pose a significant threat of releasing harmful pollutants into surface waters and groundwater during flooding and other natural events shall not be permitted within the CHHA or SFHA. This includes any development or change of use involving the production, use, or storage of volatile, explosive, or toxic materials.

(iv) Facilities that house animals such as kennels, veterinarian offices, pet stores, animal shelters, etc., shall not be allowed within the CHHA or SFHA.

(v) Industrial uses shall not be allowed within the CHHA or SFHA.
C. Shoreline – New developments along the shoreline, including at the mouths of McKay Creek, Allen’s Creek, the Intracoastal Waterway, and areas containing coastal resources and estuarine environments, shall be required to provide and maintain public access to the shoreline.

Map 7-8: Yachthaven Estates Overlay Area

Figure 7-10: Platted Yachthaven Building Setbacks
A. Purpose – Neighborhood Overlay Districts apply supplemental standards to a specific geographic area, in order to strengthen the identity and economic viability of the area. The standards are not considered appropriate for City wide implementation. This Section provides for the implementation of supplemental residential development standards, as identified in neighborhood plans adopted by the City of Largo.

B. Applicability – Supplemental standards shall apply to the geographical area or areas identified in each prospective subsection.

(1) Yachthaven Estates

(a) Purpose and area – This Section implements recommendation of the Yachthaven Estates Neighborhood Plan developed through a collaborative neighborhood planning process and adopted by the City Commission on April 15, 2003. The Yachthaven Estates Neighborhood overlay area comprises all seventy-three (73) residential lots bounded to the north by Channel Drive, the south by 124th Avenue North, the west by 145th Avenue North, and the east by 143rd Avenue North. This area is shown in Map 7-8.

(b) Development standards – Establish all existing lots as legal, conforming lots, recognizing the historical evolution of the neighborhood and that the gross land area, including rights-of-way, is within the 7.5 units per acre density allowed by the neighborhood's Residential Urban land use designation:

(i) Lot redevelopment – The smaller lots (e.g., forty (40) feet by sixty (60) feet and forty-five (45) feet by ninety (90) feet) are allowed to redevelop in one (1) of three (3) ways:
- Individually as single-family residences following the same standards applied to the other lots;
- “Together” as two (2) single-family attached (zero lot line) residences with a single-family appearance. Each unit must be maintained as a separately deeded parcel capable of being independently owned and sold; or
- Be combined into one (1) lot (without requiring replat), allowing them to be returned to the same size as the other surrounding lots.

(ii) Lot line adjustments – Minor lot line adjustments to the lots located between Channel Drive and Valentine Drive may be allowed when the purpose is to combine lots in a manner aesthetically consistent with the rest of the neighborhood. The proposed lot configuration requires City Commission approval (but not replat) prior to any lot line adjustments being made.
The resulting lot or lots require minimum lot dimensions of sixty (60) feet by eighty (80) feet and shall not result in the creation of “flag” lots. No increase in the number of lots is allowed.

The burden of proof to establish compliance with the requirements for consideration of a proposed lot line adjustment is placed on the applicant, not the neighborhood, City staff, or City Commission.

(iii) Mobile home replacement - Mobile homes cannot be replaced on the lots. This requirement does not preclude the maintenance and repair of existing mobile homes and additions. Modular, wood frame, masonry, or similar new construction in compliance with Florida Building Code is allowed. All structures shall meet Flood Zone, Coastal High Hazard Area, and wind load standards appropriate for the neighborhood’s proximity to the Intercoastal Waterway.

(iv) Building setback

- Unplatted lots – Minimum building setbacks are ten (10) foot front, five (5) foot side, and five (5) foot rear. Corner lots require a ten (10) foot setback on both road frontages. The minimum garage or carport setback is twenty (20) feet, in to allow a car to be parked in the driveway and entirely on-site.

- The maximum building height is twenty-five (25) feet above the required minimum furnished floor elevation.

- Platted lots – Minimum building setbacks for the platted Sleepy Hallow lots are twenty (20) foot front, seven and a half (7.5) foot side, and fifteen (15) foot rear. The maximum height is twenty-five (25) feet, unless an additional five (5) foot side and rear is provided for each ten (10) feet (or one (1) story) above twenty-five (25) feet (see Figure 8-6).

(v) Parking – At least two (2) paved parking spaces (driveway, garage, and/or carport) are required. Parking on the lawn or other unpaved surfaces is prohibited. Historically established grass and mulch parking spaces shall be paved or eliminated when a new home is constructed on the lot.

(vi) Front porches – Front porches are encouraged to improve the appearance of the home and provide a semi-private/public outdoor gathering place.
Chapter 8: General Development Standards & Impact Fees

Section 8.1 Purpose

8.1.1 Purpose
To protect the general health, safety, and welfare of the citizens of Largo and to implement the adopted Largo Comprehensive Plan through the application of detailed land development standards. The specific standards herein regulate the density and intensity of development, building setbacks, placement and height, impervious surface ratio (ISR), and the transfer of development rights.

8.1.2 Authority
All proposed developments must comply with the development standards established in this CDC and all the provisions of the adopted Comprehensive Plan. Compliance is a precondition for the issuance of a Development Order (DO) and/or Development Permit (DP).

8.1.3 Applicability
The development of any use shall be permitted only in full compliance with the performance standards described in this CDC.

Section 8.2 Density and Intensity of Development

8.2.1 Objective
To provide for the proper location of uses consistent with their traffic generation and density/intensity characteristics.

8.2.2 Gross Site Area
Gross site area shall be calculated based on the total area of the parcel or the total area of contiguous parcels, under common ownership, that will be or have been platted as one parcel prior to the issuance of a Certificate of Occupancy for the given project. Land needed for drainage improvements, including retention/detention areas, existing ponds, lakes and streams, wetlands, private streets, future public rights-of-way, parkland dedication, circulation, recreation facilities, etc., shall be included in the calculation. However, land in existing public rights-of-way and any parcels with no allowable density shall not be included in density calculations.

8.2.3 Density
Residential density is measured by units per acre (U/A). Units per acre regulates the density of residential development based on the policies of the Comprehensive Plan. The maximum permissible density of dwelling units (DU) developed on a parcel may not exceed the density limits of the underlying land use classification, except for single family lots of record. Where minimum lot sizes yield inconsistent density with the land use plan, the land use plan shall govern. Applicants may also consider a transfer of development rights, pursuant to the requirements of Section 4.7.
Calculation: Units per Acre is calculated by dividing the total number of units by the number of acres represented by the gross site area (see 8.2.2) or by multiplying the density allowed for the underlying land use classification (FLUM) by the number of acres represented by the gross site area.

\[ U/A = \frac{\text{Total number of units}}{\text{Number of acres}} \text{ or } U/A = \text{FLUM allowable density per acre times (x) Number of acres} \]

8.2.4 Intensity
Non-residential intensity is measured by Floor Area Ratio (FAR). The term FAR refers to a ratio of a building's gross floor area to the size of the piece of land upon which it is built. Gross floor area is the sum of the horizontal areas of all floors within building walls covered by a roof, measured to the outside surfaces of exterior walls. However, parcels with outdoor storage shall include the outdoor storage area as part of the gross floor area in the calculation. This CDC provides a maximum permitted ratio of total square footage of the gross floor area of all buildings on a lot to the gross site area of a lot for non-residential uses.

Calculation: FAR is calculated by dividing the total gross floor area square footage by the gross site area in square feet.

Example: A mixed use development is proposed for a two acre site (87,120 sq. ft.). The site has a land use designation of R/OG. The site can develop to a maximum of either 43,560 sq. ft. (.50 FAR) or 30 dwelling units (15 DU per acre), or a combination thereof. As a result, the proposed mixed use development could include a combination of 8,712 sq. ft. of professional office space (20% of 43,560 sf. ft.) and twenty four (24) residential units (80% of 30 units). Alternatively, it could include 17,424 sq. ft. of professional office space (40% of 43,560 sq. ft.) and eighteen (18) residential units (60% of 30 units).

8.2.5 Density and Intensity for Mixed Use Projects in Multimodal Activity Centers
Density and intensity of mixed use developments within designated Multimodal Activity Centers shall not exceed, in total, the maximum number of permitted units and the maximum FAR for the underlying land use. The following example shows how density and intensity may be stacked on a single site:

Example: A mixed use development is proposed for a two acre site (87,120 sq. ft.) within a designated Multimodal Activity Center. The site has a land use designation of R/OG. The site can develop to a maximum of 43,560 sq. ft. (.50 FAR) in addition to 30 dwelling units (15 DU per acre). The proposed mixed use development would include 43,560 sq. ft. of professional office space (.50 FAR) and 30 dwelling units (15 DU per acre).

8.2.6 Residential Equivalents
A. Clustering - Single-family developments with individually platted lots may be clustered and have less than five thousand (5,000) square feet per lot, provided the total development contains sufficient land in common ownership to make up the per-lot differential. However, each individually platted lot shall have a minimum lot area as required for multifamily developments.

B. Zero lot line - Zero Lot Line Developments are allowed in all land use designations with shared wall agreements.
C. Assisted Living Facilities (ALFs) - ALFs and similar uses shall be calculated as 2.5 beds equals one dwelling unit.

8.2.7 Impervious Surface Ratio (ISR)
Impervious surface is a measure of use intensity. The control of impervious surfaces ensures continued absorption of rainwater, aids in the control of stormwater runoff, and implements the policies of the Natural Resources Element of the Comprehensive Plan.

A. Method of calculation - The maximum allowable impervious surface coverage, or that portion of the site which may be covered by building, paving, or other impervious materials, is expressed as a ratio. The ratio is calculated by dividing the total impervious surface area by the gross area of the site.

\[
\text{ISR} = \frac{\text{Total impervious area}}{\text{Gross site area}}
\]

B. Use of pervious materials - The impervious square footage of areas covered by semipermeable materials, such as turf block or porous concrete, shall be calculated by multiplying the total square footage of these areas by the percentage of perviousness of the covering material. The use of semipermeable materials may be used, for purposes of ISR calculation only, to a maximum of fifty (50) percent of the required standard. These areas shall be considered pervious for purposes of drainage calculations.

C. Residential properties - Maximum allowable Impervious Surface Ratio (ISR) for residential developments shall be determined for the entire project during site plan review. Swimming pools shall be considered impervious surfaces. The placement, installation, or construction of sealed material (which includes, but is not limited to asphalt, concrete, bricks, pavers, etc.) within front, side, or rear yards (including landscaped areas) of residential properties shall not result in an ISR of greater than sixty-five (65) percent of the entire parcel. A Development Permit shall be required for the placement, installation, or construction of sealed materials (which includes, but is not limited to asphalt, concrete, bricks, pavers, etc.) in residential yards.

8.2.8 Exceptions
At the discretion of the DCO, developments may be prohibited from developing to the maximum ISR and/or intensity depending on underlying site conditions such as:

A. Ground water quality and recharge capabilities;
B. Stormwater percolation capacity across the site;
C. Quality of stormwater discharge to adjacent wetlands or estuarine environments;
D. Relationship of the proposed use to surrounding existing uses;
E. Availability of public facilities and services to accommodate the project; and
F. Level of Service (LOS) on the transportation network serving the project.
Table 8-1: Maximum Density and Intensity of Development by Land Use Classification

<table>
<thead>
<tr>
<th>Land Use Classification</th>
<th>Max Density (Dwelling unit/acre)</th>
<th>Min Lot Size (sq. ft.)</th>
<th>Max Intensity (FAR)</th>
<th>Max Intensity (ISR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Estate (RE)</td>
<td>1</td>
<td>43,560</td>
<td>0.30</td>
<td>0.60</td>
</tr>
<tr>
<td>Residential Rural (RR)</td>
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<td>65,340</td>
<td>0.30</td>
<td>0.60</td>
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<tr>
<td>Residential Suburban (RS)</td>
<td>2.5</td>
<td>17,424</td>
<td>0.30</td>
<td>0.60</td>
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<tr>
<td>Residential Low (RL)</td>
<td>5</td>
<td>8,712</td>
<td>0.40</td>
<td>0.65</td>
</tr>
<tr>
<td>Residential Urban (RU)</td>
<td>7.5</td>
<td>5,808</td>
<td>0.40</td>
<td>0.65</td>
</tr>
<tr>
<td>Residential Low Medium (RLM)</td>
<td>10</td>
<td>5,000</td>
<td>0.50</td>
<td>0.65</td>
</tr>
<tr>
<td>Residential Medium (RM)</td>
<td>15</td>
<td>5,000</td>
<td>0.50</td>
<td>0.65</td>
</tr>
<tr>
<td>Residential High (RH)</td>
<td>30*</td>
<td>15,000</td>
<td>0.60</td>
<td>0.85</td>
</tr>
<tr>
<td>Recreation/Open Space</td>
<td>N/A</td>
<td>N/A</td>
<td>0.25</td>
<td>0.60</td>
</tr>
<tr>
<td>Commercial Recreation (CR)</td>
<td>24 Du/A*</td>
<td>43,560</td>
<td>0.55</td>
<td>0.90</td>
</tr>
<tr>
<td>Institutional (I)</td>
<td>12.5</td>
<td>7,500</td>
<td>0.65</td>
<td>0.85</td>
</tr>
<tr>
<td>Commercial Neighborhood (CN)</td>
<td>10</td>
<td>7,500</td>
<td>0.40</td>
<td>0.80</td>
</tr>
<tr>
<td>Commercial General (CG)</td>
<td>24</td>
<td>7,500</td>
<td>0.55</td>
<td>0.90</td>
</tr>
<tr>
<td>Residential/Office Limited (R/OL)</td>
<td>7.5</td>
<td>7,500</td>
<td>0.40</td>
<td>0.75</td>
</tr>
<tr>
<td>Residential/Office/Retail (R/O/R)</td>
<td>18</td>
<td>7,500</td>
<td>0.40</td>
<td>0.85</td>
</tr>
<tr>
<td>Residential/Office General (R/OG)</td>
<td>15</td>
<td>7,500</td>
<td>0.50</td>
<td>0.75</td>
</tr>
<tr>
<td>Activity Center (AC)</td>
<td>See Chapter 7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Redevelopment District (CRD)</td>
<td>See Chapter 7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resort Facility Overlay (RFO)</td>
<td>Same as the underlying use</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial Limited (IL)</td>
<td>N/A</td>
<td>20,000</td>
<td>0.65</td>
<td>0.85</td>
</tr>
<tr>
<td>Industrial General (IG)</td>
<td>N/A</td>
<td>20,000</td>
<td>0.75</td>
<td>0.95</td>
</tr>
<tr>
<td>Preservation (P)</td>
<td>N/A</td>
<td>N/A</td>
<td>0.10</td>
<td>0.20</td>
</tr>
<tr>
<td>Water/Drainage Feature</td>
<td>Same as the underlying use</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation/Utility (T/U)</td>
<td>N/A</td>
<td>N/A</td>
<td>0.70</td>
<td>0.90</td>
</tr>
</tbody>
</table>

*Density above 24 DU/Ac shall require a Development Agreement

Section 8.3 Residential Infill Standards for Subdivisions Approved Before the Enactment of this CDC

8.3.1 Vacant Lots in Single-Family Subdivisions
Vacant lots within single-family platted subdivisions shall develop in compliance with established development standards in effect at the time of original platting. It is the intent of this Section to provide for compatibility in the construction of new residential units in areas approved for development prior to enactment of this CDC. Single-family dwellings to be constructed on previously platted lots are exempt from the concurrency review requirements.

8.3.2 Development Standards for Infill Lots
A. Single family - If an existing residential lot, as originally platted, contains less than the minimum area required for a single-family dwelling under this CDC, then one single-family dwelling shall nevertheless be allowable on that lot or parcel.
**City of Largo, FL: Comprehensive Development Code**

**B. Duplex and triplexes** - If an existing residential lot was platted with City approval for a specific dwelling type, other than a single-family dwelling, then the specified dwelling type shall be allowable on that lot provided that duplex/triplex structures comply with supplemental standards in Section 15.1.

**C. Lots platted prior to 1983** - Existing single-family and duplex/triplex residential lots platted prior to 1983 are eligible to use infill standards as described in Table 8-2. In addition:

1. Minimum side yard setback from an abutting right-of-way shall be fifteen (15) feet or twice the side yard setback, whichever is greater; and

2. The rear setback is reduced for dwellings with alley access for garages. The minimum setback for these units is five (5) feet from the alley right-of-way.

**Figure 8-1: Minimum Setbacks for Infill Lots**

![Diagram of minimum setbacks](image)

**Table 8-2: Infill Development Standards**

<table>
<thead>
<tr>
<th>Land Use District</th>
<th>Min Lot Size (sq. ft.)</th>
<th>Max density (units/acre)</th>
<th>Min ground floor building area (sq. ft)</th>
<th>Min Width (ft.)</th>
<th>Min Depth (ft.)</th>
<th>Front Yard</th>
<th>Side Yard</th>
<th>Rear Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Estate (A-E)</td>
<td>87,120</td>
<td>1</td>
<td>Determine by setback</td>
<td>90</td>
<td>100</td>
<td>50</td>
<td>25</td>
<td>25</td>
</tr>
<tr>
<td>Estate Residential (E-1)</td>
<td>32,670</td>
<td>1</td>
<td>Determine by setback</td>
<td>125</td>
<td>125</td>
<td>25</td>
<td>15</td>
<td>20</td>
</tr>
<tr>
<td>Rural Residential (R-R)</td>
<td>16,000</td>
<td>0.5</td>
<td>Determine by setback</td>
<td>90</td>
<td>100</td>
<td>25</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>Residential (R-1)</td>
<td>9,500</td>
<td>1</td>
<td>Determine by setback</td>
<td>80</td>
<td>90</td>
<td>25</td>
<td>8</td>
<td>10</td>
</tr>
<tr>
<td>Residential (R-2)</td>
<td>7,500</td>
<td>2</td>
<td>Determine by setback</td>
<td>70</td>
<td>80</td>
<td>20</td>
<td>7</td>
<td>10</td>
</tr>
<tr>
<td>Residential (R-2.5)</td>
<td>15,000</td>
<td>2.5</td>
<td>1,400</td>
<td>100</td>
<td>125</td>
<td>30</td>
<td>10</td>
<td>30</td>
</tr>
<tr>
<td>Residential (R-3)</td>
<td>6,000</td>
<td>3</td>
<td>Determine by setback</td>
<td>60</td>
<td>80</td>
<td>20</td>
<td>6</td>
<td>10</td>
</tr>
<tr>
<td>Residential (R-4)</td>
<td>7,500</td>
<td>4</td>
<td>Determine by setback</td>
<td>75</td>
<td>80</td>
<td>25</td>
<td>7.5</td>
<td>10</td>
</tr>
<tr>
<td>Residential (R-4.3)</td>
<td>10,000</td>
<td>4.3</td>
<td>1,200</td>
<td>90</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
<tr>
<td>Residential (R-5.8)</td>
<td>7,500</td>
<td>5.8</td>
<td>1,000</td>
<td>60</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>15</td>
</tr>
<tr>
<td>Land Use District</td>
<td>Min Lot Size (sq. ft.)</td>
<td>Max density (units/acre)</td>
<td>Min ground floor building area (sq. ft.)</td>
<td>Min Width (ft.)</td>
<td>Min Depth (ft.)</td>
<td>Front Yard</td>
<td>Side Yard</td>
<td>Rear Yard</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------</td>
<td>--------------------------</td>
<td>------------------------------------------</td>
<td>-----------------</td>
<td>----------------</td>
<td>------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Residential (R-8.7)</td>
<td>5,000</td>
<td>8.7</td>
<td>800</td>
<td>50</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
<tr>
<td>Residential (R-12.4)</td>
<td>15,000</td>
<td>2.5</td>
<td>1,400</td>
<td>100</td>
<td>125</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
<tr>
<td>Residential (R-14.5)</td>
<td>10,000</td>
<td>4.3</td>
<td>1,200</td>
<td>90</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
<tr>
<td>Residential (R-21.8)</td>
<td>7,500</td>
<td>5.8</td>
<td>1,000</td>
<td>60</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
<tr>
<td>Residential (RM-30)</td>
<td>5,000</td>
<td>8.7</td>
<td>800</td>
<td>50</td>
<td>100</td>
<td>20</td>
<td>7.5</td>
<td>20</td>
</tr>
</tbody>
</table>

D. Multifamily lots - Redevelopment of multifamily lots must comply with current standards.

**8.3.3 Construction Requirements**

The above standards and the following requirements must be complied with prior to issuance of any Development Permit on an infill lot:

A. Construction Standards of Chapter 18;

B. Erosion control and tree protection standards as described in Chapter 10 of this Code;

C. The final grade elevation:

(1) Shall be eighteen (18) inches to twenty-four (24) inches above the road crown, however it shall not exceed the grade elevation of the adjacent lots; and

(2) Shall direct drainage away from the infill structure(s) and as well as any existing adjacent structures.

**Section 8.4 Building Setbacks**

**8.4.1 Objective**

To minimize the potential negative impacts from a new development upon existing adjacent uses; as well as to protect the new development from future uses on adjacent parcels.

**8.4.2 Building Placement**

A. Setback from abutting properties - Setback distance shall be measured at the narrowest distance between the structure wall and the property line.

(1) One and two-story structures - Buildings shall be set back at least five (5) feet away from property lines.

(2) Three-story and higher structures - Buildings higher than two (2) stories shall have a minimum setback of at least five (5) feet for the first two stories and five (5) additional feet for each additional story. C

B. Exceptions

(1) Development in Activity Centers shall follow setback requirements contained in Chapter 7.

(2) Clearwater-Largo Road Community Redevelopment District; setback standards shall follow specific CLR-CRD plan requirements.
(3) West Bay Drive Community Redevelopment District (WBD-CRD); setback standards shall follow specific WBD-CRD Plan Requirements.

(4) Zero lot line development - A building may abut the property line only under the following conditions:

(a) Attachment easements or maintenance agreements between the subject property and the affected adjacent properties shall be provided and are subject to approval. The maintenance agreement must grant a minimum of a five (5) foot ingress and egress easement for the purpose of maintenance;

(b) To allow the use of zero lot line, the subject property and affected adjacent property must have the same land use designation.

(c) Plantings required as part of a landscaping buffer must still be provided on the site; and

(d) Roof overhangs (eaves), not including vertical supports, may extend into the setback area, but not beyond a property line.

**Figure 8-2: Zero Lot Line Placement**

![Diagram of Zero Lot Line Placement]

**C. Separation between structures**

(1) One story structures - The minimum separation between principal structures, with the exception of single-family homes, shall be fifteen (15) feet whether the structures are within the same or on adjacent properties.

(2) Multistory structures - Buildings higher than two stories shall have the minimum distance from an adjacent building increased by five (5) feet for each additional story.
(3) Mixed use projects in Activity Centers - [reserved]

(4) Cluster development – [reserved]

(5) Setback from abutting rights-of-way - The minimum setback from an abutting right-of-way shall be measured from the center line of the abutting right-of-way based on the Transportation Map Series of the Comprehensive Plan. To determine the setback from all collector and arterial roads, see Map 8-1: Setbacks from Centerlines Map.

Section 8.5 Building Height

8.5.1 Method of Calculation
Building height shall be calculated from the average elevation of the finished grade adjacent to the base of the building and running along its frontage to the highest point of the building's roof, including any architectural attachments and/or embellishments.
8.5.2 Exceptions: [reserved]

8.5.3 Maximum Height

A. Residential

(1) The maximum residential building height for all residential lots, platted or unplatted, shall not exceed two stories measured from the average elevation of the finished grade to the highest elevation of the structure, excluding the roof system and any architectural attachments and/or embellishments.

(2) The maximum residential building height for all lots located within a Special Flood Hazard Zone which requires the first floor elevation to be one (1) foot above the base flood elevation shall not exceed two stories measured from the first floor elevation to highest elevation of the structure, excluding the roof system and any architectural attachments and/or embellishments.

B. Non-residential - There is no height requirement for non-residential future land use districts. Instead, the bulk and height of a building is controlled by: required building setbacks and building separation; maximum impervious surface ratio; and site constraints such as required buffers and parking.

C. Activity centers - as required in individual Special Area Plans (see Chapter 7).

Figure 8-5: Maximum Building Height
Section 8.6 Parkland and Recreation Facilities

8.6.1 Purpose and Authority

A. Purpose - The availability of parkland is an important element in preserving the quality of life in a highly urbanized area. Parks and open space lands, together with necessary support facilities, also meet the active and passive recreational needs of the population of Largo.

B. Authority - This Section implements policies of the Recreation and Open Space Element of the Comprehensive Plan by outlining standards for provision of parkland and recreational support facilities within the City.

8.6.2 Parkland and Recreation Facilities Impact Fee Requirements

A. Objective - To provide parkland and recreation facilities to benefit and serve residents of new development.

B. Applicability - New residential subdivisions, multifamily, congregate care facilities and mobile home developments shall be required to pay a Parkland and Recreation Facilities Impact Fee for the purpose of providing funding for parkland and recreation sites to serve existing and future residents of those developments. The required impact fee shall be due as provided for in Section 8.6.2.E, as a condition of approval for:

(1) Recording of a final subdivision plat;

(2) Development Order (DO) for a multifamily development or a mobile home development;
(3) A subdivision replat or the amendment of any site plan, where the density of the development involved will be increased; and

(4) DOs for Assisted Living Facilities and similar uses which provide some “congregate” services and/or facilities, such as group transportation, dining halls, emergency monitoring systems, etc., but have individual dwelling units rather than sleeping quarters only.

C. Establishment of Parkland and Recreation Facilities Impact Fees – A Parkland and Recreation Facilities Impact Fee as established by the methodology developed in the August 2016 Tindale Oliver City of Largo Parks and Recreational Facilities Impact Fee Update Study Phase II Analysis Final Report is hereby imposed on residential development in the City. The fee shall be established at the rates identified in Table 8-3.

Table 8-3: Parkland and Recreation Facilities Impact Fees for Residential Development

<table>
<thead>
<tr>
<th>Type of Unit</th>
<th>Total cost per dwelling unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single family (attached/detached)</td>
<td>$4,089</td>
</tr>
<tr>
<td>Multi-family (apartment/condo)</td>
<td>$2,726</td>
</tr>
<tr>
<td>Mobile home</td>
<td>$2,726</td>
</tr>
<tr>
<td>&quot;Congregate&quot; multi-family unit</td>
<td>$2,042</td>
</tr>
</tbody>
</table>

D. Imposition of Parkland and Recreation Facilities Impact Fees - Unit costs shall be assessed per dwelling unit for all residential type development at the rates identified in Table 8-3, effective January 1, 2017. The City Commission may enact a discount to the calculated rates identified in Table 8-3 by separate ordinance.

In order to support development within Clearwater-Largo Road Community Redevelopment District and West Bay Drive Community Redevelopment District (CRD) as identified on Map 7-2, the City waives Parkland and Recreation Facilities Impact Fees in CRDs.

E. Administration of Parkland and Recreation Facilities Impact Fees

(1) Parkland and Recreation Facilities Impact Fees shall be held in trust by the City in a separate trust fund to be used for the acquisition, expansion, and construction of park and recreational land and facilities as identified in the Capital Improvements Program. Such land and facilities shall be available to serve the immediate or future needs of the residents of the new development, or for the improvement of other existing local park and recreational land which already partially serve such needs.

(2) Parkland and Recreation Facility Impact Fees under Section 8.6.2 may be paid in installments, on per building basis for multifamily developments, or per lot basis for single-family or duplex subdivisions. The amounts of these partial payments shall be determined by the DCO and set forth in a detailed schedule to be included as a formal condition of approval and agreed to by the applicant before a DO will be issued and/or the final plat is recorded. The total amount due for Parkland and Recreation Impact Fees must be paid prior to the issuance of any building permit.

F. Periodic Review of Parkland and Recreation Facility Impact Fees – The City Commission shall undertake a periodic review of Parkland and Recreation Facility Impact Fees to ensure that
the adopted fee is commensurate with the level of growth and the accompanying land and facilities needs to support that growth.

8.6.4 Reserved Section

8.7 Open Space Standards

8.7.1 Purpose and Authority
A. Purpose - To preserve land in its natural state to provide an aesthetically pleasing landscape; buffer incompatible uses; and preserve sensitive environmental features and important natural resources.

B. Authority - This section implements policies of the Future Land Use Element, Natural Resources Element, Recreation Open Space Element, and Drainage Sub-element of the Largo Comprehensive Plan.

8.7.2 Open Space Requirements
A. Objective - To protect areas unsuitable or undesirable for development including, but not limited to, areas containing drainage-ways, flood plains, significant natural features, or environmentally sensitive land.

B. Applicability and incentives - The following lands shall be designated open space prior to approval of a Development Order (DO).

(1) Natural areas of undisturbed vegetation, wildlife habitat, or areas replanted with native vegetation, such as buffer areas along waterbodies, shall be designated Preservation once development rights have been provided either by clustering or under a Transfer of Development Rights (TDR) agreement. Remaining or unused development rights shall be extinguished by recording a conservation easement.

(2) Agricultural uses may be designated Recreation/Open Space or preserved as open space through a conservation easement.

(3) Greenways are linear green belts that contain bicycle paths or footpaths outside public rights-of-way that link residential areas with open space areas, or that connect wildlife habitat. Developments providing greenways may receive Multi-modal Impact Fee (MIF) credit when a public access easement is provided, if approved by the DCO. Developers that construct improved greenways will receive a refund from the total amount of MIF collected, prior to issuance of a Certificate of Occupancy (CO).

(4) Drainage facilities and other waterbodies shall be designated Water Drainage Feature or protected with conservation easements.

(5) Golf courses and other altered green areas where the development rights that have been transferred either by clustering or under a TDR agreement shall be designated Recreation/Open Space unless future development is prohibited through a land use covenant or a conservation easement.
C. Restrictions - Open space land shall not be occupied by buildings, roads, and road rights-of-way, and may not be separately sold, subdivided, or developed. However, reasonable improvements for passive recreation purposes are allowable.

D. Ownership of open space - Open space areas may be owned, preserved, and maintained through any of the following mechanisms or combinations thereof:

1. Dedication to the City of Largo - If the City accepts the dedication of open space, it may occur in its totality prior to issuance of a CO or incrementally with each phase, if applicable;

2. Dedication to an appropriate public or nonprofit agency approved by the City, if there is an agency willing to accept the dedication;

3. Common ownership by a homeowners’ association which assumes full responsibility for its maintenance. A copy of the Homeowner’s documents must be provided and approved prior to final site plan approval;

4. Dedication of development rights to an appropriate public agency with ownership remaining with the developer or homeowners’ association. Maintenance responsibility shall remain with the property owner; and/or

5. Deed-restricted private ownership preventing development and/or subsequent subdivision and providing for maintenance responsibility. The final plat must contain a stipulation advising the future owners of the property of the restrictions upon the land and the maintenance responsibilities.

E. Maintenance - Open space areas shall be maintained so that the use and enjoyment thereof is not diminished or destroyed. Areas designated for open space generally require minimal maintenance.

1. Areas of undisturbed vegetation and those designated as preservation shall not be disturbed except for the removal of litter and invasive plant species. Dead trees and brush shall only be removed if a threat of fire exists within the area due to unusually dry conditions.

2. Natural watercourses shall be maintained as free flowing and devoid of debris and invasive vegetation.

3. Stream channels shall be maintained so as not to alter flood plain levels.

4. Greenways shall be maintained as to allow for the safe passage of bicycles and pedestrians.

5. Altered green areas such as golf courses shall be properly mowed and sodded to prevent soil erosion.

6. Maintenance by the City - In the event that any private owner fails to maintain an area designated for open space, the City may demand that the deficiency be corrected. If following reasonable notice, the deficiency has not been corrected, the City may, upon determining that the condition is a threat to the health, safety, or welfare of the community, enter the open space for maintenance purposes. All costs thereby incurred by the City shall be charged to the property owner and may become a lien upon the property.
Chapter 9: Access Management, Traffic Circulation & Parking Standards

Section 9.1 – Purpose
The regulations in this section govern transportation systems within the City, including vehicular and non-vehicular parking, driveways, intersections, and lighting. These standards are established to provide safe and efficient circulation, and to implement the objectives and policies of the Comprehensive Plan. While it is recognized that the automobile is the predominant mode of transportation within the City at this time, the parking requirements outlined in this chapter are intended to encourage bicycling, walking, as well as the use of transit, Transportation Demand Management (TDM), and shared use of parking, generally throughout the City and specifically within the Activity Centers by providing a range of acceptable parking that is responsive to the market conditions and individual project needs. The City’s "Engineering Design and Construction Standards," 2002 edition, and other applicable standards referenced in Chapter 18, Construction Standards, shall be used for construction in City rights-of-way and for all roads, utilities, sidewalks, bikeways, parking lots, or other required paving. Site plans requiring access to Pinellas County roads or access to State roads shall be submitted to Pinellas County or the Florida Department of Transportation (FDOT), respectively, for review and approval. In addition to the requirements of this CDC, Pinellas County and FDOT standards shall be used for construction in county and state rights-of-way, respectively.

Section 9.2 Access Management and Traffic Circulation Standards

9.2.1 Access Management Standards
A. Objective – To provide safe and efficient circulation, while ensuring that on-site circulation will minimally interrupt the traffic flow of public road facilities, and to implement the objectives and policies of the adopted Comprehensive Plan. Internal streets, roads, driveways and parking, loading, and service areas shall be designed to provide safe and convenient vehicular access to all uses and facilities.

B. Modifications – The access management requirements of this CDC may be modified by:

(1) The City Engineer in accordance with permits issued by other agencies which have jurisdiction; or

(2) To meet the needs of a specific situation where strict application of the requirement would be technically impractical due to existing conditions, property size, natural conditions, safety engineering/design/construction practices, or similar conditions.

C. Public safety at access connections – In the interest of public safety, the City reserves the right to close, modify, or relocate roadway access connections where the City Engineer deems that there exists a hazard to the general public.
D. Cul-de-sacs – Cul-de-sacs are allowed if approved by the City Engineer and the Development Control Officer (DCO). Cul-de-sacs shall be designed to meet the City’s Engineering Design and Construction Standards.

E. Intersection separation – Where feasible, when measuring from centerline to centerline:

1. Intersections of roads that are designated as arterial roads should not be less than 1,320 feet apart;
2. Intersections of roads designated as collector roads should not be less than 660 feet apart;
3. Intersections of roads designated as local roads should not be less than 150 feet apart (see Figure 9-1 for illustration);

Figure 9-1: Minimum Intersection Separation

F. Cross access – The City recognizes cross access easements, which connect adjacent properties, as an effective tool to maximize the existing roadway system capacity, improve traffic flow on arterials and collectors, improve traffic flow within development projects, protect residential areas from cut-through traffic, and assist in effective deployment of emergency services such as police and fire. Properties shall utilize cross access easements to connect adjacent properties and to allow the traveling public to more conveniently enter and exit commercial, office, and multifamily properties. It is the intent of the City to allow residents, people conducting business within the City, emergency vehicles, and special services vehicles such as transit vehicles to be able to use the cross access easements. Refer to illustration 9-2, where appropriate.
Figure 9-2: Conceptual Cross Acres

(1) Properties fronting on arterial and collector streets shall provide cross access easements and construct cross access connections, as required by the City, as a condition of new development, redevelopment, infill development, or change of use, unless approved by the DCO.

(2) The property owner shall grant the cross access easement to the City in the form of a cross access easement agreement acceptable to the City Attorney, which shall be recorded in the official records of Pinellas County at the owner’s expense.

(3) The cross access shall be constructed and maintained in good and useful condition by the property owner so as to reasonably implement and facilitate the use of the easement area for the easement purposes stated in this section and in the cross access easement agreement.

(4) Cross access easements are not intended to be, nor shall they become, public rights-of-way.

(5) Cross access easements must be a minimum of twenty-four (24) feet in width, in order to accommodate two-way vehicular travel.

(6) Should an immediate connection to adjacent properties not be possible, or should implementation of the connection join dissimilar land uses (i.e., commercial to multifamily), the owner shall dedicate a cross access easement with a future construction obligation, which shall be in writing, in a form acceptable to the City Attorney, and shall be recorded in the official records of Pinellas County at the owner’s expense.

G. Site lighting – Lighting is required within the parking areas and walkways of all private developments. A lighting plan depicting the foot-candle illumination level limits at grade shall be submitted as part of the site plan review process.

Exposed sources of light shall be controlled so that illumination in the horizontal or vertical plane at a point five feet inside the lot line of residential properties shall not exceed one foot candle. The use of solar powered light fixtures is encouraged. The final location and intensity of the lighting shall be approved by the City Engineer.
9.2.2 Driveways/Curb Cuts

The following circulation and access standards shall be met, when applicable, as a condition of site plan approval.

Figure 9-3: Minimum Distance Between Driveways and Intersections

A. Location

(1) Driveway entrances and exits shall be located as far as possible from street intersections consistent with Figure 9-3. Except where approved by the City Engineer, curb cuts or access points shall be no closer than one hundred and fifty (150) feet measured from the edge of the driveway to the edge of pavement. Curb cuts or access points along collector or arterial roadways, shall be no closer than two hundred and fifty (250) feet measured from the edge of the driveway to the edge of pavement;

(2) Curb cuts and access points along roadways constructed and/or maintained by the County or FDOT shall meet the design requirements of the City as well as the specific maintenance entity, whichever is more restrictive. Where existing driveway connections are removed, all associated right-of-way improvements must also be removed;

(3) Driveways should align with opposite driveways, wherever feasible, when access is planned on a public road;

(4) Curb cuts for driveways shall be minimized, and the location and number of cuts should relate to lot size, turnover rate, relationship to adjoining streets, functional classification of the roadway, and the type of clientele served;

(5) Nonresidential lots having frontage on two (2) or more streets shall only be provided access to the street(s) with the lowest functional classification, unless approved by the DCO;

(6) Private driveways shall have access onto the lower classification road (For example: [a] no access onto arterial roadways if access along a local road is available; and [b] no access onto local roadways if access along an alley is available);

(7) Joint curb cuts with adjacent development parcels shall be provided wherever feasible; and

(8) Reverse-frontage lots, where the plat clearly indicates that primary access is from a local street, shall not have access from a higher classification street, unless approved by the DCO.
City of Largo, FL: Comprehensive Development Code

B. Design

(1) Merging and turnout lanes and traffic dividers shall be provided on abutting roadways and on-site where existing or anticipated heavy flows of traffic indicate the need;

(2) Traffic circulation and maneuvering shall be accomplished on-site;

(3) Except where approved by the City Engineer, driveways shall not exceed forty (40) feet in width at their junction with the street or highway pavement in commercial and industrial districts or twenty-four (24) feet in width at the property line in all other districts;

(4) All turn radii into and within the development shall be designed to adequately accommodate emergency vehicles; (5) All driveways and all sidewalks crossing through driveways shall be designed and built in conformance with the Driveway Cross Section specifications in the City of Largo’s Engineering Design and Construction Standards, 2008 Edition, and on file with the City Clerk; and

(6) All front yard parking in residential areas shall be designed and built in conformance with the Driveway Cross Section specifications in the City of Largo’s Engineering Design and Construction Standards, 2008 edition, and on file with the City Clerk, to provide specific design standards. Front yard parking must be on a paved surface (i.e. asphalt, concrete, bricks or pavers) and built to these design specifications.

9.2.3 Visibility Triangles

A. Purpose – Visibility triangles are portions of private property and the abutting right-of-way that must be maintained clear of visibility obstructions. Visibility triangles must be maintained at street intersections, intersections of private access points as well as intersections of private access points with sidewalks.

B. Design standards

(1) Street layout – Streets shall be laid out to intersect as nearly as possible at right angles. Multiple intersections involving the juncture of more than two streets shall be prohibited;

(2) General features in the visibility triangle – Nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially obstruct vision within the visibility triangle between a height of three (3) feet and eight (8) feet above the crown of the road, with the exception of utility poles and traffic control devices. This prohibition also applies to the location of vehicle parking spaces and signs;

(3) Sign placement – Generally, to avoid obstructing the visibility triangle, signs and other possible obstructions should be placed outside of the required visibility triangle, a minimum of twenty (20) feet away from the front edge of curb. Sight distance shall be provided to comply with the provisions of this Section;

(4) Visibility triangle from street intersections - For all other intersecting rights-of-way and connections to public roadways, sight distance requirements shall adhere to FDOT Roadway and Traffic Design Standards, Index Number 546 (Sight Distance at Intersections), see Figure 9-4. Deviations from this standard may be made on a case by case basis, as approved by the City Engineer;
(5) Visibility from private access points - To provide a clear view from private access drives (such as from an apartment complex, or shopping center), there shall be a triangular area of clear vision that shall meet the design requirements of the City as well as the specific maintenance entity, whichever is more restrictive.

The City Engineer reserves the right to adjust the legs of a particular visibility triangle to assure the safety of the general public; and

(6) Visibility triangle from intersections of private access points and sidewalks – To provide a clear view from private access points and sidewalks, a triangle with five (5) foot sides extending from the intersection formed from the edge of the sidewalk and the edge of the alley or driveway access point shall be provided.

Figure 9-4: Visibility Triangle from Street Intersections

C. Landscaping – When a public and/or private street, or driveway intersects a public right-of-way, landscaping may be used to define the intersection; provided, however, that all landscaping within the triangular areas shall provide unobstructed cross-visibility at a level between a height of two (2) and eight and one-half (8.5) feet (Figure 9-5). Trees having limbs and foliage trimmed in such a manner that no limbs or foliage extend to inhibit visibility shall be allowed, provided they are located so as not to create a traffic hazard for vehicles, pedestrians, and/or bicyclists. Landscaping, except sod or other groundcover, shall be at least three (3) feet from the edge of any right-of-way pavement.
D. Maintenance – Maintenance of the visibility triangle is the responsibility of the adjacent property owner.

9.2.4 Rights-of-Way

A. Objective – To maintain the adopted Levels of Service (LOS) on the transportation system by requiring the dedication and/or reservation for acquisition of rights-of-way for bikeways, pedestrian ways, and/or vehicular rights-of-way.

B. Functional classification of rights-of-way – The roadways within the City are classified according to existing and projected future traffic counts and the type of service to be provided. Each classification has its own general design criteria and primary function. Minimum planned setbacks are established from the centerline of a road. Roadways constructed and/or maintained by the County or FDOT shall meet the design requirements of the specific maintenance entity.

The Future Transportation Map Series of the Comprehensive Plan and any amendments hereto are hereby made a part of this CDC. This map is the basis for requiring reservation or dedication of right-of-way for road improvements.

Minimum Right-of-Way Widths

Principal Arterial: 150'
Minor Arterial: 100'
Major Collectors: 80'
Minor Collectors: 60'
Local/Private Roads: 50'
Alley: 20'
C. Dedication or reservation of rights-of-way - Dedication or reservation of rights-of-way shall be a condition of site plan approval when the width of the adjacent right-of-way is less than as shown in Map 8-1.

1. The DCO shall be authorized to offer incentives to encourage dedication of right-of-way by granting relief of a CDC requirement where it can be shown that the dedication would be of greater public benefit;

2. Required road right-of-way shall either be dedicated to the City of Largo or reserved for future acquisition;

3. A Phase I Environmental Audit, meeting the standards in this CDC, shall be performed on all areas to be dedicated prior to dedication and at the property owner's expense;

4. If an area is being reserved for future dedication, the required stormwater improvements, along with public improvements such as sidewalks and approved access driveways, may be provided within the reserved area. No buildings, parking lots, landscaping buffers, or other site improvements shall be allowed within areas reserved for future dedication; and

5. If an area will be dedicated at the time of site plan, no improvements of any kind shall occur within that area subject to the dedication; however, the dedicated land may be eligible for credit toward payment of Multi-modal Impact Fees.

Section 9.3 Fire Safety
Fire Safety shall be provided per Florida Fire Prevention Code In addition:

A. Fire lanes - Fire lanes shall be provided in accordance with the requirements of Florida Fire Prevention Code;

B. No blocking – No parking space may block pedestrian travel, fire hydrants and/or standpipes, meter rooms, doorways, or overhead doors (except for the garage of a private dwelling); and

C. Fire hydrants – Fire hydrants shall be located and spaced in accordance with Section 13-20 of the Code of Ordinances.

Section 9.4 Pedestrian, Bicycle and Transit Mobility
9.4.1 Pedestrian Mobility (Includes Sidewalks)
A. Objective – The proper location of sidewalks reduces reliance on fossil-fuel powered vehicles, and creates safer access and pedestrian movement for wheelchairs, strollers, the elderly, children, and pedestrians in general. Special consideration shall be made for development and redevelopment adjacent to public school facilities per the Public Schools Facilities Element (PSFE) of the Comprehensive Plan.

B. Design standards - Sidewalks shall be installed within the right-of-way of each public and private street and in any pedestrian area within a development project.

1. All sidewalks shall be constructed in accordance with the Engineering Design and Construction Standards of the City;
(2) All sidewalks must be of the same paving material and tie into sidewalks already in place; and

(3) For property within a two (2) mile radius of any existing or planned public school facility, the developer(s) shall be responsible for the construction of sidewalk(s) along the right-of-way contiguous to the property being developed that directly serves the public school facility.

C. Pedestrian access standards – Pedestrian access shall be arranged to provide safe and convenient routes to and from the development and need not be adjacent to, or in the vicinity of, vehicular access routes. Pedestrian ways to be used by substantial numbers of children shall be located and controlled to minimize contact with vehicular traffic. Passages over and under vehicular routes may be required. Developed recreation space and other open space intended for pedestrian use and pedestrian oriented structures, e.g., schools and churches, shall be accessible from related structures, such as dwellings and office buildings with a minimum of street crossings. Where possible, such uses shall be interconnected by a common pedestrian system. Pedestrian access shall be provided from a public right-of-way to any dedicated parkland.

9.4.2 Bicycle Parking

A. Purpose – Bicycle parking requirements are intended to encourage the use of bicycles as a means of transportation within the City, by ensuring the provision of bicycle parking facilities at travel destinations. B. Bicycle parking requirements – The provision of adequate and properly located bicycle parking shall be a condition of site plan approval.

(1) Applicability – The City’s minimum bicycle parking requirements shall apply to all new developments, redevelopments, and expansion of use that exceeds a Level I, small scale review by the City, with the exception of single-family, duplex and triplex residential lots.

(2) Minimum bicycle parking requirement – All applicable (re)development projects, shall be required to provide no fewer than one (1) bicycle rack per building, up to the number required in Table 9-2. A bicycle rack is equivalent to five (5) bicycle parking spaces. The required number of bicycle parking spaces will be rounded up or down to the nearest interval of five (5) to determine the total number of required bicycle racks.

(3) Maximum bicycle parking requirement – The City shall not require more than fifty (50) bicycle parking spaces, or ten (10) bicycle racks per (re)development.

(4) Modifications – This requirement may be administratively reduced or waived by the DCO if the applicant can demonstrate that provision of the required bicycle parking would be unnecessary or inappropriate. The evidence of this claim may be provided or supported by the submission of a traffic impact analysis/parking generation study, if requested by the DCO. The minimum bicycle parking requirements for the various land uses are summarized as follows:

C. Types of bicycle parking facilities – The type of the bicycle parking facility will depend on the use of the site and the average length of the time that bicycles are parked. The types of bicycle parking facilities and the recommended facilities are described as follows:
Table 9-1: Bicycle Parking Requirements

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Bike Space as a % of Required Vehicle Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multifamily Residential</td>
<td>5</td>
</tr>
<tr>
<td>Commercial</td>
<td>10</td>
</tr>
<tr>
<td>Office</td>
<td>10</td>
</tr>
<tr>
<td>Industrial</td>
<td>5</td>
</tr>
<tr>
<td>Recreational, Community or Education Facility</td>
<td>25</td>
</tr>
<tr>
<td>Activity Center</td>
<td>20</td>
</tr>
<tr>
<td>All Other (excludes single-family, duplex &amp; triplex)</td>
<td>10</td>
</tr>
</tbody>
</table>

(1) Short-term parking shall consist of bicycle racks or lockers that are not protected from the weather;

(2) Long-term parking shall consist of bicycle lockers or bicycle racks located in covered areas protected from the weather, such as under a roofline; and

(3) The provision of weather-protected bicycle parking is required for no fewer than twenty-five (25) percent of all required number of bicycle spaces on sites where the average length of parking exceeds four (4) hours per day (examples include office/industrial employee parking, educational facilities, and community facilities).

D. Design standards – The following standards apply to all bicycle parking facilities:

(1) The bicycle rack shall be designed to allow each bicycle to be supported by its frame, anchored to resist removal of bicycle, accommodate a variety of bicycle types and to facilitate easy locking without interfering with the surroundings in color and design and be incorporated into the building and site furniture design;

(2) A minimum twenty-eight (28) inch clearance from the center line of adjacent bicycles shall be provided on each side, so as to allow parked bicycles to be locked to the parking rack. Said rack shall also be placed at least ten (10) inches from walls or other obstructions. Bicycle parking spaces shall be at least six (6) feet deep;

(3) A surface of stabilized aggregate such as shale, mulch over a stabilized surface, porous asphalt, or porous concrete shall be provided in all bicycle parking areas; and

(4) The use of grid- or fence-style bicycle racks is prohibited.

E. Placement of facilities – Placement of bicycle parking facilities shall be approved by the DCO and:

(1) Separated from vehicle parking by physical barriers such as curb stops or similar methods to prevent damage to the bicycles by cars;

(2) Conveniently located adjacent to the main entrance(s) without obstructing pedestrian walkways;

(3) Located outside required buffer areas; and
(4) Located in a highly visible and well lighted areas including adjacent to primary building accesses, transit stops or similar.

9.4.3 Transit Mobility

A. Purpose – The standards contained within this Section are intended to encourage development of an environment where higher numbers of people are placed close to transit through higher densities, intensities and mixed use amenities, promoting higher ridership levels, and justifying higher service frequencies, thereby enabling transit to be more competitive with the automobile.

B. General standards

(1) Sidewalks shall provide direct connections from adjacent street to building entrances and civic spaces;

(2) Transit facilities shall be easily accessible for pedestrians and bicyclists through short and direct connections from buildings, surrounding neighborhoods, and employment areas through the use of lighting, sidewalks, and signage;

(3) Pedestrian walkways and crosswalks shall be provided from the parking areas to the building entrances;

(4) Transit facilities shall be located, designed and constructed consistent with Pinellas Suncoast Transit Authority (PSTA) standards;

(5) The provision of no fewer than one (1) sheltered transit facility is required for the following (re)development scenarios:

(a) (Re)development projects within a ¼ quarter-mile radius of major bus transfer facilities;

(b) Any “Large Scale Retail” (re)development, subject to all the provisions of Chapter 13 of this CDC; or

(c) Any multifamily (re)development on a parcel of land with the RH land use designation; and

(6) Modifications: The DCO may waive the requirement for a sheltered transit facility based on PSTA requirements or if there are similar, sheltered transit facilities present or immediately adjacent to the site.

Section 9.5 Vehicular Parking

A. Purpose – To ensure the provision of adequate parking facilities without negative impacts upon adjacent uses and to encourage the use of bicycles as a clean, energy efficient, and inexpensive alternative means of transportation.

9.5.1 Off-Street Parking

A. Purpose – The parking space range provided in this Section is based on case study research of current parking trends of the various types of land use. The City recognizes that the requirement for excess amounts of parking can serve as a detriment to promote other modes of transportation including bicycling, walking, and transit. An excess supply of parking also results in inefficient use of land at the expense of additional building area, civic space, or landscaping.
In general, the space requirement has been reduced from the previously adopted standards, in order to address the problems associated with excess parking.

**B. Applicability** – At the time of construction of any building or structure, when any building or structure is enlarged or increased in capacity by ten (10) percent or 2,500 gross square feet, whichever is less, when a more intensive use occupies a parcel, or when dwelling units are added, off-street parking spaces, with adequate provisions for ingress and egress, shall comply with the requirements of Table 9-2. Unless otherwise noted, off-street parking requirements for non-residential uses are primarily based on the square footage of the floor area (gfa) of the use. Off-street parking requirements for residential uses shall be based on number of dwelling units.

**C. Minimum and maximum thresholds** – Developments shall not provide less than ninety (90) percent of the minimum required parking or more than one hundred and ten (110) percent of the maximum parking except where provisions for shared parking and/or multi-use parking facilities are proposed or as approved by the DCO upon submission of an approved parking study.

**D. Other uses** – Parking requirements for uses not listed in the table shall be determined by the DCO and the City Engineer.

**E. Community Redevelopment District (CRD) application** – Standards contained within this section of the CDC do not replace or update those standards currently included within the CRDs.

**F. Pervious parking** - Pervious pavement is an acceptable Low Impact Development (LID) strategy, subject to the approval of the DCO/City Engineer prior to construction and or implementation. Pervious parking must be designed consistent with the City’s Engineering Standards Manual. Pervious parking shall not be located within the minimum required buffer, required open space area, or retention area. Up to fifty (50) percent of the parking spaces may remain unpaved, subject to the DCO’s approval. The applicant shall supply evidence demonstrating that the lack of paving would have no detrimental effects such as erosion, reduced air or water quality, or other significant degradation of the natural or built environment. Driveway aisles must be fully paved.

**G. Parking for compact vehicles/alternative vehicles** - In cases where a development complies fully with the minimum required number of parking spaces, a maximum of twenty-five (25) percent of the required spaces may be reserved for use by compact vehicles and/or alternative vehicles. All compact parking areas must be clearly designated through the use of signage and pavement markings. Compact parking spaces must be distributed throughout the entire parking area with no more than fifty (50) percent of the proposed compact parking spaces located in any one (1) area.

**H. Minimum parking dimensions** – Minimum space width shall be consistent with the Engineering Standards Manual and in no case be less than eight feet and six inches (8’6”) and eighteen (18) feet in depth. The proposed parking area layout shall be subject to approval by the City Engineer.

**I. Off-site parking** - One (1) or more parking areas needed to meet the applicable parking requirements for a primary development site may be located on noncontiguous lots or parcels, subject to the following conditions:
(1) The availability of the off-site parking areas must be guaranteed in perpetuity by virtue of common ownership with the primary site, recorded easements, or other binding agreements acceptable to the City;

(2) The off-site parking areas shall be located within a 1/4 mile radius of the primary site, as measured from the driveway to the main building entrance on the primary site. Sidewalks, shade structures (such as awnings, or landscape materials providing shading), as well as pedestrian lighting to ensure safe pedestrian access to and from the off-site parking shall be provided;

(3) The off-site parking areas and the primary area shall meet the development standards applicable to the primary site;

(4) A nonresidential use proposing off-site parking on a residential parcel shall be reviewed under the conditional use standards of this CDC, whereby compatibility with the neighborhood shall be required. The burden of proof that the proposed parking lot will not create negative impacts upon the neighborhood it encroaches upon shall fall on the applicant proposing the off-site parking and not the residents of the impacted neighborhood.

(5) When a parking area is developed separately from the primary site, a permit application shall be made to the Engineering Department.

9.5.2. Alternatives to the Provision of Required Off-Street Parking

A. On-street parking – On-street parking along local roads and minor collectors, is permitted where designated. On-street parking is allowed along major collectors, arterials, and limited access facilities only when a traffic study demonstrates adjustments to the roadway facility will compensate for the loss of capacity and provide for a safe means of entering and exiting parking spaces, as approved by the DCO. A reduction in the number of off-street parking spaces required may be granted by the DCO, if the conditions of the on-street parking otherwise meet the requirements of Section 9.5.1.

B. Provision of multi modal site design elements – Parking reductions may be granted by the DCO for a project that incorporates multi modal design features which correspondingly reduce the requirements for parking on-site. Such design features may include but are not limited to:

(1) Cross-access for pedestrian bikeway circulation as part of an overall system;

(2) Participation by business owners in a shuttle bus service system;

(3) The provision of bus parking facilities; or

(4) Integration of transit facilities that are above and beyond the requirements of this CDC.

If the DCO determines that a development provides two or more of the above elements, or similar, the DCO may reduce the required minimum parking requirement by ten (10) percent without the requirement for a parking study or may allow the development to exceed the maximum pervious pavement ratio of fifty (50) percent by an additional five (5) percent.

C. Shared parking - The DCO may authorize a reasonable reduction in the total number of required parking spaces for two (2) or more contiguous developments which jointly provide off-street parking when the hours of maximum parking demand of said developments do not
normally overlap or where an adjacent existing development may have parking capacity in excess of that currently required by this CDC or there is available on-street parking within 1/4 mile of the property(s). Said excess parking capacity may be credited toward the minimum requirement for the primary site.

The following conditions must be met:

(1) Sufficient data to demonstrate that hours of maximum parking demand of the respective developments do not normally overlap must be submitted to the City and found to be valid by the City Engineer;

(2) There must be one (1) or more paved driveway connections or one (1) or more pedestrian connections between the parking areas of the developments involved. The number, location(s), and design specifications of said driveway(s) and pedestrian connections must be acceptable to the City Engineer; and

(3) A cross-access and cross-parking easement agreement, in recordable form acceptable to the City, must be executed by the owners of all developments involved. Said agreement must guarantee the joint use of a specified number of parking spaces, approved by the City, until additional parking sufficient to comply fully with the applicable provisions of this CDC has been provided elsewhere. The easement shall be recorded in the official records of Pinellas County at the owner's expense.

D. Parking modification – An applicant can request modification from the parking requirements (minimum or maximum adopted parking range) in conjunction with submission of traffic impact analysis/parking generation study. If supported by the findings of the analysis or study, the DCO may approve a modification in the number of required parking spaces.

9.5.3 Accessible (ADA) Parking Space Requirements
A. Number of spaces – The number of required accessible parking spaces shall be based on the requirements as listed in the following table. Accessible Parking spaces are permitted to be counted towards the total number of required spaces. Accessible parking design shall comply with Chapter 553, Part II, Florida Statutes (F.S.).

9.5.4 Parking Lot Design
A. Development review – The City Engineer and the DCO shall review and approve all proposed parking lot designs.

B. Drainage – All off-street parking facilities shall be drained so as not to cause any nuisance to adjacent or public property.

C. Lighting

(1) Any lighting thereon shall be so oriented and shielded to prevent any glare or excessive light on adjacent property;

(2) Light poles should be arranged on the perimeter of the lot. Large parking lots may include light poles within landscaped areas of the interior of the parking lot;

(3) Light poles are not permitted within drive aisles or in stall lines between parking spaces; and
(4) A combination of lighting heights should be used to reflect different lighting functions, i.e. driveways – 30 feet; parking areas 20-25 feet; pedestrian areas 10-15 feet.

**Table 9-2: Vehicle Parking Requirements**

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Min Spaces</th>
<th>Max Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Family</td>
<td>1 / DU</td>
<td>No Max</td>
</tr>
<tr>
<td>Multi-family</td>
<td>1 / DU</td>
<td>2.5 / DU</td>
</tr>
<tr>
<td>Senior Housing</td>
<td>0.5 / DU</td>
<td>1 / DU</td>
</tr>
<tr>
<td>Assisted Living Facility</td>
<td>1 / 3 Beds</td>
<td>1 / 2.5 beds</td>
</tr>
<tr>
<td>Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical</td>
<td>1 / 350 gfa</td>
<td>1 / 250 gfa</td>
</tr>
<tr>
<td>Professional</td>
<td>1 / 400 gfa</td>
<td>1 / 250 gfa</td>
</tr>
<tr>
<td>Commercial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Commercial</td>
<td>1 / 400 gfa</td>
<td>1 / 250 gfa</td>
</tr>
<tr>
<td>Shopping Centers/Large Scale Retail</td>
<td>1 / 500 gfa</td>
<td>1 / 250 gfa</td>
</tr>
<tr>
<td>Restaurants (eating &amp; drinking establishments)</td>
<td>1 / 4 seats</td>
<td>1 / 3 seats</td>
</tr>
<tr>
<td>Theaters</td>
<td>1 / 4 seats</td>
<td>1 / 3 seats</td>
</tr>
<tr>
<td>Lodging</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging</td>
<td>0.5 / room plus 50% of required spaces for accessory uses (i.e., restaurants, retail, gathering areas, etc.) that exceeds 5% of the principle use gfa</td>
<td>1 / room plus 50% of the required spaces for accessory uses (i.e., restaurants, retail, gathering areas, etc.) that exceed 5% of the principle use gfa</td>
</tr>
<tr>
<td>Recreational Vehicle</td>
<td>1 / 400 gfa office and related accessory uses plus 1 / rental space</td>
<td>1 / 250 gfa office and related accessory uses plus 1 / rental space</td>
</tr>
<tr>
<td>Industrial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wholesale/Warehouse</td>
<td>1 / 1,000 gfa (office/showroom area) plus 1 / 4 employees largest shift</td>
<td>1 / 500 gfa (office/showroom area) plus 1 / 2 employees largest shift</td>
</tr>
<tr>
<td>Recreational</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Religious</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public &amp; Civic</td>
<td>1 / 500 gfa</td>
<td>1 / 300 gfa</td>
</tr>
<tr>
<td>Religious Institution (based on main assembly hall)</td>
<td>1 / 5 seats</td>
<td>1 / 3 seats</td>
</tr>
<tr>
<td>Educational</td>
<td>1 / classroom plus 1 / employee</td>
<td>2 / classroom plus 1 / employee</td>
</tr>
</tbody>
</table>
### Table 9-3: Accessible Parking Space Requirements

<table>
<thead>
<tr>
<th>Total # Required Spaces</th>
<th>Total # Required Accessible Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-25</td>
<td>1</td>
</tr>
<tr>
<td>26-50</td>
<td>2</td>
</tr>
<tr>
<td>51-75</td>
<td>3</td>
</tr>
<tr>
<td>76-100</td>
<td>4</td>
</tr>
<tr>
<td>101-150</td>
<td>5</td>
</tr>
<tr>
<td>151-200</td>
<td>6</td>
</tr>
<tr>
<td>201-300</td>
<td>7</td>
</tr>
<tr>
<td>301-400</td>
<td>8</td>
</tr>
<tr>
<td>401-500</td>
<td>9</td>
</tr>
<tr>
<td>501-1,000</td>
<td>2% of total requirements</td>
</tr>
<tr>
<td>1,001 +</td>
<td>20, plus 1 for each 100 over 1,000</td>
</tr>
</tbody>
</table>

### D. Layout -

(1) Parking facilities shall be arranged for convenient access and safety of pedestrians and vehicles. Parking that is attached to the immediate front of a building should be avoided. Parking stall aisles should be perpendicular to the building in order to provide safer building access;

(2) Access aisles and driveways shall be of sufficient size to accomplish traffic circulation and maneuvering on site;

(3) Interior throughways within parking areas shall be separated from parking aisle areas; and

(4) Where “dead-end” parking aisles are proposed, they should not exceed 100 feet in length. In addition, adequate reserve maneuvering space, a minimum of five (5) feet, must be provided to prevent use of buffers for turning Sign the reserve space with a “no parking” sign.

### E. Landscaping -

All landscape shall be provided consistent with Chapter 10 of this CDC for interior vehicular use areas to provide visual and climatic relief from broad expanses of pavement and to channelize and define pedestrian, bicycle, and vehicular traffic.

### F. Primary drive aisles –

Parking spaces shall not be permitted on primary drive aisles within one hundred and fifty (150) feet of the intersection of a driveway and a public or private roadway as measured from the edge of pavement of the public or private road where the drive aisle serves to provide access to multiple parking fields, two or more lots or is approved as an access easement. The City Engineer may waive this requirement as part of a site plan. This requirement shall not apply where only the drive aisle serves less than twenty-five (25) parking spaces or does not provide connection to adjacent properties.

### G. Large parking lots –

Additional parking lot design standards consistent with those contained in Chapter 13 Large Scale Retail Uses are required within all new or redeveloped parking areas. For sites containing more than one hundred (100) parking spaces, sites shall be defined so that no more than fifty (50) spaces of the total required spaces are part of a clearly defined grouping of spaces. Such groups shall be broken into individual areas and/or separated by landscaping and/or by design components of the site or building. The DCO may waive certain standards
necessary to meet the needs of a specific situation where strict application of the requirement would be technically impractical due to existing conditions, property size, natural conditions, safety constraints, engineering/ design/ construction practices, or similar conditions.
Chapter 10: Landscape Standards

Section 10.1

Purpose – To purpose of this chapter is to promote the health, safety, and welfare of residents and to increase the aesthetic appeal of the community by establishing minimum standards for the installation and maintenance of landscaping within the City. It is also the intent of this Chapter to protect natural plant communities and preserve an adequate tree canopy Citywide. More specifically, the standards in this Section are intended to:

A. Promote water conservation by: encouraging the preservation of existing plant communities, encouraging the planting of natural or uncultivated areas, encouraging the use of site specific plant materials, providing for natural water recharge, preventing excess off-site runoff, mitigating flood impacts down stream and down pipe, and establishing best management practices for the installation and maintenance of sustainable landscape materials and irrigation systems.

B. Improve environmental quality by: recognizing the numerous beneficial effects of landscaping upon the environment, including:

(1) Improved air quality by reduction of harmful air pollutants such as carbon dioxide and through the interception of airborne particulate matter;

(2) Improved water quality by moderating storm water run – off and absorbing contaminants;

(3) The maintenance of permeable land areas essential to surface water management, aquifer recharge, and the conservation of fresh water resources;

(4) Improved control of soil erosion through soil stabilization by tree and plant roots;

(5) Reduced levels of air, heat, and chemical pollution through the biological filtering capacities of trees and other vegetation;

(6) Energy conservation through the creation of shade, reducing heat gain in or on buildings or paved areas;

(7) Conservation of topsoil resources; and

(8) The provision of habitat for urban wildlife.

C. Improve the aesthetic appearance of the City by: enhancing the natural and built environment, which in turn encourages economic development.

D. Reduce the negative impacts: (such as noise and glare) from adjacent uses.

Section 10.2 Authority –

This Chapter implements the policies of the adopted Comprehensive Plan. Compliance is a statutory precondition for the issuance of a Development Order (DO).
Section 10.3 Applicability –
The requirements of Sections 10.4 and 10.5 shall apply to all developments subject to a DO (see Section 3.4: Level II, Full Scale Review). These Sections do not apply to the development of individual single family, duplex, triplex, as well as mobile homes on already platted lots, since they do not require a DO. Landscape standards for these types of low density residential developments are found in Section 10.5.3.

Section 10.4 Landscape Submittal Requirements
10.4.1 Preliminary Landscape Site Plan Submittal Requirements –
The following information shall be provided as part of the preliminary site plan submittal:

A. Stormwater retention areas - The location of proposed stormwater retention areas are required to be shown on the preliminary site plan;

B. Landscape buffer and site data table - Location of required landscaping buffers are required to be shown on the preliminary site plan with data (including types of buffers and widths) entered in the Site Data Table, similar in form and content to Table 10-1, Example Site Data Table, shown below; and

Table 10-1: Example Site Data Table

<table>
<thead>
<tr>
<th>Buffer</th>
<th>Buffer Types (A,B,C,D)</th>
<th>Width (feet)</th>
<th>Length (feet)</th>
<th>Species Common Name (Botanical Name)</th>
<th>Quantity Proposed</th>
<th>Quantity Required</th>
<th>Category (Canopy, Understory or Shrub)</th>
<th>Size (Caliper Inches)</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>South</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>East</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>West</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interior Landscaping</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relocated Trees</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage Native Species</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notes</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

C. Tree inventory - The tree inventory shall be completed and signed by a registered Landscape Architect, licensed Arborist, or similarly credentialed professional. The identification of trees to be removed and/or preserved are required to be shown on the preliminary site plan. A corresponding data table itemizing the total of caliper inches of existing trees to be removed and the total of proposed tree caliper inches to be replaced must also be included, similar in form and content to Table 10-2: Tree Preservation and Replacement Table. The applicant shall also include the following additional information:

(1) Existing Trees - The location and type of all existing trees on site that are four (4) inches in caliper or greater must be specifically indicated, either on the landscape plan or on a separate tree inventory plan;

(2) Trees to be Preserved - An inventory of all preserved trees existing on site and all trees on adjacent properties within twenty-five (25) feet of the property lines. The inventory will list each
tree by a number in the inventory that will correspond to a number on the site plan that will identify the trees in the field (location), size (in caliper inches), species (common and botanical name) and condition (overall rating of health, structure and form). Trees growing off-site, but within twenty-five (25) feet of a property line on adjacent properties must be similarly inventoried but do not require a condition rating. The following information must also be included as part of the tree inventory submittions:

(a) Location and details of tree barricades and other proposed tree protection methods, indicating how existing trees will be protected from damage during construction;

(b) A written explanation as to the reason for requesting the removal of protected tree(s) (see Chapter 20 for definition of protected trees);

(c) Location of all planned roadways, drives or other vehicular use areas, all structures, signs, all easements and utility lines or mains above or below ground; and

(d) Grading plan, showing all existing and proposed grades on the site. Existing and proposed grades must be shown on the plan within fifty (50) feet of any protected tree.

10.4.2 Final Landscape Site Plan Submittal Requirements

A. Applicability - Approval of the master landscape plan is required prior to issuance of a DO. All sub-elements of the final landscape site plan shall be completed and signed and sealed by a registered landscape architect as part of the final site plan portion of the development review process. The following information shall be provided as part of the final site plan submittal.

B. Final landscape plan required submittals - The final landscape plan must include the following elements:

(1) Date, scale, north arrow, and the names, addresses, and telephone numbers of both the property owner and the person preparing the plan;

(2) Location of existing boundary lines and dimensions of the site, the land use designation of the site and adjacent properties;

(3) Approximate centerlines of existing watercourses and the location of the twenty-five (25) year and one hundred (100) year floodplain, if applicable; location of significant drainage features; and the location and size of existing and proposed buildings, streets, utility easements, overhead utilities, driveways, parking, sidewalks, and similar features;

(4) Location, height, and material of proposed screening and fencing;

(5) Complete description of plant materials shown on the plan (which must be consistent with Table 10-9 of this CDC), including common and botanical names, locations, quantities, container or caliper sizes at installation, heights, spreads, method of irrigation, and spacing;

(6) Size, height, location, and material of proposed lighting, seating, planters, sculptures, and water features;

(7) The location of the water source and size of well (if applicable), backflow preventer (if applicable), the location of irrigation heads, drip lines, water lines, or other items to show that one hundred (100) percent irrigation is serving all required landscape areas. The irrigation system should be automatically timed and activated;
(8) Location of visibility triangles (for vehicles, pedestrians and bicyclists) on the site and a cross-section of any landscaping within the triangle showing that clear visibility will be maintained; and

(9) Descriptive tables similar to the one shown in Table 10-1 and Table 10-2.

C. Site clearing and grading final site plan submittal requirements

(1) Objective - To minimize the negative impacts of development upon the land during the site clearing process by establishing standards for erosion control, which directly impacts tree protection.

(2) Submission requirements - A site clearing, grading, and grubbing plan, including a tree survey and applicable detail, shall be submitted as part of the final site plan review process.

(3) Restrictions - Approval of proposed sediment and erosion control plans and tree protection measures during construction is required prior to issuance of a Development Order (DO). On parcels undergoing site plan review, no land clearing or grading may occur until after the DO is issued. Tree protection submittal requirements are contained in Section 10.4.2.D Tree Preservation Plan. Sediment and erosion control submittal requirements are contained in Section 10.6.4.

D. Tree preservation plan

(1) Objective - To encourage the inclusion and protection of existing trees on-site.

(2) Scope - The tree preservation plan shall describe in detail the measures that will be implemented to ensure the survival of trees chosen for preservation. The plan shall be a separate page of the construction plans and shall clearly delineate preservation measures to be utilized.

Examples include: type and location of all tree barricades, root prune lines including the depth and length, pre-construction pruning, location and design of aeration systems, location and design of cabling and bracing procedures, location and design of retaining walls, and structural pruning plans etc.

(3) Plan extent - The tree preservation plan shall include the measures taken to ensure survival of trees growing on adjacent properties within twenty-five (25) feet of a property line. If there are no existing trees on the site or trees to be removed, the applicant shall include a note on the cover sheet of the site plan stating this information.

(4) Implementation of the tree preservation plan - A monthly project status report shall be submitted by the end of each month to the Building Division detailing the status of tree protection measures, (e.g., the date tree barricades are installed, retaining walls constructed, tree pruning completed etc.) In addition, a Certified Arborist shall inspect the site bi-weekly and include a status report on the tree barricades. The project status report shall be submitted from the date the construction permits are approved until the certificate of occupancy is issued unless the Building Division decides otherwise.

(5) Credit for preservation of protected trees - Protected trees shown on the tree preservation plan proposed to be saved may be credited against the tree planting requirement for all sites, based on the following conditions:
(a) Trees proposed to be saved must meet all the requirements of Section 10.7.2 and figure 10-20; and

(b) Trees that are proposed to be saved may be credited toward new trees required at the ratios shown in Table 10-8: Tree Replacement Ratio.

For example, a twenty-four (24) inch caliper canopy tree preserved provides a credit of two (2) new buffer trees or forty-eight (48) inches of preservation credit against the requirement for new trees.

Table 10-2: Tree Preservation and Replacement Table

<table>
<thead>
<tr>
<th>(a) DBH of Existing Trees</th>
<th>(b) Total Inches Removed</th>
<th>(c) Total Inches Preserved</th>
<th>(d) b-c=</th>
<th>(e) Replacement Rate</th>
<th>(f) Inches to be Replaced</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-15”</td>
<td>4-16”</td>
<td>4-20”</td>
<td>x1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16-30”</td>
<td>17-30”</td>
<td>16-24”</td>
<td>x2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Over 30”</td>
<td>31”</td>
<td>28”</td>
<td>x3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Cash in lieu of replacement = _____inches x $(fee per inch)= $____

Section 10.5 Landscape Design Standards

10.5.1 Landscape Design Standards within the City's Activity Centers

A. Activity centers defined- The City's Activity Centers are shown on Map 7-1. For the purposes of the application of this CDC, the geographic area of Activity Centers are further defined as all properties within one half mile of the intersection of a Mixed Use Corridor and arterial street at the center of the circle delineating each Activity Center. Where a Special Area Plan (SAP) has been adopted for an Activity Center, the area and standards of that SAP shall apply. In cases of conflict between CDC standards and an SAP, the more stringent standard shall apply.

B. Required streetscape within activity centers - Streetscapes and internal pedestrian streets within Activity Centers must comply with the regulations contained in Chapter 7 of this CDC.

C. Buffer landscape requirements - Landscape buffers within Activity Centers must comply with the requirements of Chapter 7 of this CDC.

10.5.2 Citywide Design Standards for Non-Residential and Multi-Family Residential Sites

A. Objective -

(1) To enhance the appearance of buildings and sites, thus improving the City's image.

(2) To enhance the pedestrian environment, thus supporting mobility through sites and along public streets.

(3) To provide shade over parking lots, sidewalks and other paved areas, thus providing an environmental benefit.

(4) To protect natural plant communities and natural water recharge.
(5) To provide for pervious areas, thus addressing Florida's stormwater standards.

**B. Applicability** - The following standards shall apply to all development with the exception of single-family, duplex, triplex, and mobile homes, as well as areas with Special Area Plans.

**C. Buffer landscape requirements**

(1) Objective - To separate potentially conflicting uses and to provide attractive boundaries, improving the City’s image. Landscaping buffers are required along site perimeters to screen unsightly uses and structures, glare, noise, parking areas, and to reduce heat from parking lots.

(2) Types of site perimeter landscaping:

(a) Landscape buffers between parcels - Landscape buffers are required between parcels with different land use intensities. Table 10-3: Landscape Buffer Types by Use and Location Table 10-4: Minimum Buffer Standards provide specific standards a:

**Table 10-3: Minimum Buffer Standards**

<table>
<thead>
<tr>
<th>Buffer Width</th>
<th>Canopy Trees</th>
<th>Understory Trees</th>
<th>Shrubs</th>
<th>Other Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 feet</td>
<td>3</td>
<td>4</td>
<td>10</td>
<td>6’ tall wall or fence</td>
</tr>
<tr>
<td>15 feet</td>
<td>2.4</td>
<td>3.2</td>
<td>8</td>
<td>6’ tall wall or fence</td>
</tr>
<tr>
<td>20 feet</td>
<td>1.8</td>
<td>2.4</td>
<td>6</td>
<td>6’ tall wall or fence</td>
</tr>
<tr>
<td>25 feet</td>
<td>1.2</td>
<td>1.6</td>
<td>4</td>
<td>6’ tall wall or fence</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Buffer Width</th>
<th>Canopy Trees</th>
<th>Understory Trees</th>
<th>Shrubs</th>
<th>Other Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type B</td>
<td>15 feet</td>
<td>4</td>
<td>6</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>20 feet</td>
<td>3.6</td>
<td>5.4</td>
<td>10.8</td>
</tr>
<tr>
<td></td>
<td>25 feet</td>
<td>3.2</td>
<td>4.8</td>
<td>9.6</td>
</tr>
<tr>
<td></td>
<td>30 feet</td>
<td>2.4</td>
<td>3.6</td>
<td>7.2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Buffer Width</th>
<th>Canopy Trees</th>
<th>Understory Trees</th>
<th>Shrubs</th>
<th>Other Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type C</td>
<td>30 feet</td>
<td>6</td>
<td>7.5</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>40 feet</td>
<td>4.8</td>
<td>6</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>50 feet</td>
<td>3.6</td>
<td>4.5</td>
<td>18</td>
</tr>
</tbody>
</table>

A Type D buffer is intended to have the same or greater planting requirements as Type C buffer; however, to ensure protection of natural resources, buffers adjacent to Preservation land use and some Water Drainage Feature areas shall be determined on a case-by-case basis in conjunction with the requirements established for conservation and maintenance easements as provided in the stormwater management standards, of the CDC.

**Table 10-4: Landscape Buffer Types by Use and Location**
### Adjacent Land Use

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Multifamily</td>
<td>B</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>D</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>B</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public/ Institutional</td>
<td>B</td>
<td>A</td>
<td>N</td>
<td>A</td>
<td>A</td>
<td>D</td>
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<td>B</td>
<td>B</td>
<td>B</td>
<td>B</td>
<td>A</td>
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<td>A</td>
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<tr>
<td>Care/Rehab Facility</td>
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<td>B</td>
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<td>A</td>
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<td>A</td>
<td>A</td>
<td>A</td>
<td>B</td>
<td>B</td>
<td>B</td>
<td>A</td>
</tr>
<tr>
<td>Transportation/ Utility</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>N</td>
<td>C</td>
<td>D</td>
<td>A</td>
<td>C</td>
<td>A</td>
<td>A</td>
<td>C</td>
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<td>A</td>
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<td>A</td>
<td>B</td>
</tr>
<tr>
<td>Recreation/ Open Space</td>
<td>B</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>N</td>
<td>D</td>
<td>A</td>
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<td>A</td>
<td>A</td>
<td>A</td>
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<td>D</td>
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<tr>
<td>Residential/ Office Limited</td>
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<td>A</td>
<td>A</td>
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<td>D</td>
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<td>A</td>
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<td>A</td>
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<tr>
<td>Residential/ Office Retail</td>
<td>B</td>
<td>B</td>
<td>A</td>
<td>B</td>
<td>A</td>
<td>A</td>
<td>D</td>
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<td>A</td>
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<tr>
<td>Commercial Neighborhood</td>
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<td>A</td>
<td>D</td>
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<td>A</td>
<td>N</td>
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<td>B</td>
<td>B</td>
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<td>Commercial General, Heavy</td>
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<td>Industrial Limited</td>
<td>C</td>
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</tr>
</tbody>
</table>

**Figure 10-1: Type A Buffer Typical (Streetside)**

- **CANOPY TREE (Typ.)**
- **SHRUB (Typ.)**
- **UNDER STORY TREE (Typ.)**
- **PUBLIC SIDEWALK**
- **5' GRASS LAWN (MIN.)**
- **5' PLANTED BUFFER (MIN.)**
- **100'**
(b) Landscape buffers adjacent to streets – Buffers adjacent to streets are required where buildings, parking, driveways, loading and trash facilities are adjacent to the right-of-way. All buffers shall either be Type A or B (see Figures 10-1 and 10-2);

(i) Typical treatment - A grass lawn shall be provided with a width of at least five (5) feet at the back of the public sidewalk, between the sidewalk and any required landscaping, including any shrubs, understory and canopy trees. This lawn area shall be kept clear of plantings other than sod and shall extend along the edge of interior driveways and walkways leading into the site from the street.

(ii) Alternate treatment - Where additional improvements are made to facilitate pedestrian accessibility, as recommended by the Transportation Element of the Comprehensive Plan and the Strategic Plan (such as enhanced pedestrian improvements above CDC requirements in a driveway between a building and the right-of-way) the DCO has the discretion to reduce or alter the width and/or planting required in a streetside buffer to facilitate the implementation of an alternate streetside plan.

(iii) Scenic non-commercial corridors - Along all rights-of-way within a scenic non-commercial corridor, as designated on the Pinellas County Countywide Plan, a streetside buffer B shall be installed. Within Activity Centers, the required streetscape, see Chapter 7, shall be installed.

(c) Fencing – Fences are required for proposed non-residential uses and along non-residential parcels that abut residential land use. This requirement may be administratively waived where adjacent to the right-of-way or if the property abuts parcels that are residential in use. Fence height and material must be consistent with the requirements of this CDC.
(d) Commercial general buffers - Commercial uses shall comply with the buffer standards for CG-Heavy when outdoor activities, such as drive-thrus, call boxes, or outside storage will be part of a proposed use.

**D. General site landscaping standards** - The following standards are intended to ensure compatibility among uses while promoting creativity and flexibility that enhances the aesthetic appeal of the site and moderates the heat generated by asphalt parking areas.

(1) Landscape spacing - All trees must be spaced so as to attain their natural height and spread at maturity. Species that naturally grow in clusters may be grouped at a minimum of ten (10) feet on center. All other species of trees shall be installed at a minimum of fifteen (15) feet on center. Shrubs must be installed at a minimum of three (3) feet on center.

(2) Visibility triangle - Required landscaping to be located in the sight triangle shall not limit the line of sight between three (3) feet above grade and eight (8) feet above grade (Figure 10-4).

**Figure 10-4: Preservation of the Visibility Triangle with Landscape**

(3) Overhead utility lines - For buffers that contain overhead utility lines, the requirement for canopy trees may be altered to low understory trees, or palms in clusters of three, at a ratio of 2.5 understory/palm trees for each required canopy tree (Bismarck, Canary Island, and Medjool palms, because of their large canopies, may be substituted for canopy trees in the above situations on a one-to-one ratio).

(4) Plantings within easements and rights-of-way - Trees shall not be planted within public right-of-way, or private utility easements without an approved right-of-way permit from the Engineering Department or permission from the respective easement holder.

(5) Use of native species - At least forty (40) percent of all landscaping material planted on a parcel must be species native to central Florida. Use of 100% Florida-friendly landscaping (F.S. Ch. 373.185) drought resistant species is strongly encouraged.

(6) Use of palms - A maximum of forty (40) percent of all required understory trees may be palm trees. Palms are not approved for use as canopy trees, except as noted in Table 10-9.

(7) Plant selection - Plant species best suited for the soils and topography of the site shall be selected, thereby minimizing maintenance demands. All plants used in required landscaping areas shall be selected from Table 10-9 and have non-invasive growth habits.
(8) Water treatment swales and storm water ponds within buffers - Water treatment swales and storm water ponds may not be located within a required buffer unless the swale or pond is designed with the planting included in the pond/swale capacity calculation and is graded to meet minimum grade requirements of 6:1 for plantings.

(9) Trees adjacent to signs - Trees shall not be located adjacent to freestanding signs or below wall signs where the tree will create a visual obstruction at time of planting or in the future (Figure 10-5).

Figure 10-5: Avoid Sign Obstruction

(10) Clustering of trees - Clustering of trees is permitted to prevent obstruction of signs and conflicts with overhead power lines. Clustering of interior parking area landscaping may be permitted when existing native vegetation will be preserved.

(11) Landscape of retention ponds - Retention ponds may be used for the planting of replacement trees subject to the following:

(a) Stormwater facilities shall be designed and utilized as site amenities;

(b) Stormwater retention areas shall be naturalistic in shape, dry, sodded, and designed to blend with the overall landscape theme and landform;

(c) Stormwater retention areas may be wet, if designed to be part of a water feature; and

(d) Where fencing or wall enclosures are required, only decorative, aesthetically-pleasing fence railings or walls, as approved by the DCO, shall be approved. Neither opaque fences nor chain link fences are permitted along retention areas.

(12) Trees in close proximity to each other shall be combined in a continuous mulch bed as to minimize maintenance and eliminate small strips of turf.
Figure 10-6: Continuous Mulch Bed

(13) Landscape at the base of US19 signs - Freestanding signs permitted along the US Highway 19 roadway in accordance with Section 12.7.3.C of this CDC shall have a minimum 200 square foot landscaped area located at the base of the sign, excluding the area occupied by the base of the sign, designed in accordance with the landscaping design standards of this Chapter. The landscaping shall consist of a minimum of nine (9) shrubs planted three (3) feet on center and one (1) understory tree selected from the Approved Species List contained in Table 10-9 of this Section. The landscaped area shall be irrigated in accordance with Section 10.6.2.

Figure 10-7: Landscape at Base of US-19 Sign

(14) Tree species diversity - The applicant shall choose a variety of species, consistent to the requirements of Table 10-5, to ensure diversity throughout a proposed development.

Table 10-5: Minimum Tree Diversity Requirement

<table>
<thead>
<tr>
<th>Table of Quantity of Trees</th>
<th>Minimum Number of Species</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-5</td>
<td>1</td>
</tr>
<tr>
<td>6-10</td>
<td>2</td>
</tr>
<tr>
<td>11-20</td>
<td>3</td>
</tr>
<tr>
<td>21-30</td>
<td>4</td>
</tr>
<tr>
<td>31-40</td>
<td>5</td>
</tr>
<tr>
<td>41 or over</td>
<td>6</td>
</tr>
</tbody>
</table>
(15) Walls and fences within buffers - All walls or fences shall comply with the requirements of Section 16.3 of this CDC. Acceptable fence materials include: concrete aggregate, stucco finish (either colored or painted), brick, stone, PVC, or glass block. Concrete masonry shall be allowed only if split face design or stucco covered. No chain link (including chain link with slats) shall be allowed except in residential, institutional, industrial, preservation or recreational applications. All chain link and associated posts must be vinyl-coated to blend into surroundings. Wood fences shall only be permitted on individual residential lots, but is not permitted as subdivision perimeter fencing. Required fences must be structurally safe and made of durable materials. Applicants shall provide visual relief from long expanses of walls through the use of staggering, capping, recessing, or providing inlays, columns, texture or similar treatments.

E. Landscaping for parking lots and vehicular use areas - The following landscaping standards shall apply to all off-street parking and vehicular use areas.

Figure 10-8: Typical Parking Layout

Figure 10-9: Wheel Stops Next to Walkways
(1) Tree island spacing - To encourage design flexibility while achieving the intent of this Section of the CDC, the maximum number of parking spaces allowed between landscape areas shall be as follows:

(a) Twelve (12) parking spaces (Figure 10-10), except as provided herein.

**Figure 10-10: Off-Street Vehicular Parking**

(b) As an alternative, fourteen (14) parking spaces shall be allowed on one side of a head-to-head parking row when an interior landscape area is provided, with an interval of no more than six (6) spaces, on the opposite side of the head-to-head parking row (Figure 10-11). The row end landscape areas shall be a minimum of twenty (20) feet in width and ten (10) feet in length.

**Figure 10-11: Off-Street Vehicular Parking**

(c) There shall be no maximum number of spaces in a row when the parking spaces meet the following requirements:

(i) Include terminal landscaped areas at least twelve (12) feet in width and abut a central median divider at least 7.5 feet in width or a central median divider at least 7.5 feet in width or a central median divider with pedestrian walkway at least 11.5 feet in width (Figure 10-14 through 10-17); or

(ii) Abut a perimeter landscape area; or abut a landscape area adjacent to a right-of-way or property line.

(d) Other spacing scenarios may be considered as long as they meet all other requirements of this Section of the CDC.

(2) Tree island and median divider minimum dimensions - All dimensions shall be taken from the inside of the curb. The minimum length of landscape islands required by this Section shall
be equal to the length of the adjacent parking space. The minimum width of landscape areas required by this Section shall be as follows:

(a) Terminal island - The required length of all terminal islands shall be equal to the equivalent of two (2) head-on parking spaces. The minimum width of terminal islands shall be no less than:

(i) Twelve (12) feet (Figure 10-14, 10-15, 10-16, or 10-17 divider median); or (ii) Fifteen (15) feet (Figure 10-13, intermediate islands), twenty (20) feet (Figure 10-12 and Figure 10-13). The required length of all terminal islands shall be equal to the equivalent of two (2) head-on parking spaces.

Figure 10-12: Off-Street Vehicular Parking “Diamond Islands”

Figure 10-13: Off-Street Vehicular Parking “Median Divider”

Figure 10-14: Off-Street Vehicular Parking “Median Divider”
(b) Interior island:

(i) Ten (10) feet in width, and the equivalent of two (2) head-on parking spaces in length (Figure 10-11); or

(ii) Twenty (20) feet in width and the equivalent of one (1) parking space in length (Figure 10-12); or

(iii) Twelve (12) feet and the equivalent of two (2) head-on parking spaces in length (Figure 10-13).

(c) Intermediate “diamond” island (Figure 10-13) – five (5) feet by five (5) feet.

(d) Divider median -

(i) No pedestrian walkway (Figure 10-13) - 7.5 feet with wheel stops, 10.5 feet without wheel stops.

(ii) Divider median with pedestrian walkway (Figure 10-16) - 11.5 feet with wheel stops on both sides of the divider or 14.5 feet with wheel stops on one (1) side adjacent to pedestrian walkways.

(iii) Divider median with landscape on both sides of the pedestrian walkway (Figure 10-16) - 14 feet with wheel stops on both sides of the median divider; 16.5 feet with wheel stops on one side of the divider median; or 19 feet with no wheel stops on either side of the divider median.
(3) Use of wheel stops within parking areas - Wheel stops are required abutting pedestrian walkways to prevent vehicular encroachment over the walkways. Vehicle overhang of landscaped areas is allowed provided the adjacent landscaped area meets or exceeds the required planting dimensions.

(4) Planting requirements - Landscaping shall be provided in accordance with Tables 10-9 and the following additional requirements:

(a) Intermediate "diamond" landscape islands (Figure 10-12) shall contain one palm and groundcover. No sod is permitted.

(b) Interior and terminal islands shall contain a minimum of one canopy tree, five (5) shrubs and groundcover. No sod is permitted.

(c) Median dividers shall contain canopy trees thirty (30) feet on center, with a minimum of five (5) shrubs per tree. Shrubs may be either grouped or linear in arrangement. Up to fifty (50) percent of the ground may be sodded within the divider, the remainder must be covered by groundcover.

(5) Terminal island placement - Terminal islands shall be required at the ends of rows of parking spaces adjacent to interior drive aisles to reduce vehicular conflicts and provide for safe turning movements for vehicles. They must be no less than twelve (12) feet in width.

(6) Site lighting - Site lighting shall be installed so that it does not conflict with the natural growth of canopy trees within and around parking lots and vehicular use areas. No pole mounted site lighting shall be closer than twenty (20) feet to a canopy tree.

(7) Preservation of natural areas - To encourage the protection of natural plant communities and natural water recharge, the DCO may reduce required landscaping for parking lots and vehicular use areas (including amount of trees and vegetation required and number of tree islands) in return for the preservation of existing natural areas on a site; or the installation of bioswales, as part of a parking lot or elsewhere on site, in addition to required storm water retention ponds.

F. Deviations from required landscape plantings - Deviation from the above requirements may be allowed, at the discretion of the DCO or his/her designee, in situations such as the following:

(1) A masonry wall may be required where a fence will not adequately provide a buffer between the proposed use and adjacent existing uses.

(2) Tree substitution - Canopy trees may be substituted for understory trees and vice versa where safety is impacted by the strict interpretation of the CDC. This includes, but is not limited to, situations where an understory tree would obstruct the line of sight from a vehicle, pedestrian or bicyclist.

(3) Preservation of existing plantings - This CDC requires the preservation of trees and other plantings where the existing native vegetation fulfills the intent of the CDC, or where replacement of the existing native vegetation fulfills the intent of the CDC, or where replacement of the existing vegetation along with required plantings would result in a less-intensive buffer.
(4) Increased building visibility - In order to minimize conflicts with monument signs and to allow better visibility of buildings, the DCO or his/her designee has the discretion to reduce the quantities of any plant materials required in the street frontage buffer by up to thirty (30) percent and to approve a landscape plan that provides for staggered spacing of landscaped materials in the street frontage area.

(5) Blank wall screening - Windows and architectural detailing are encouraged on building walls facing the public right-of-way. To reduce the negative effect of blank, windowless building walls facing the public right-of-way, the DCO or his/her designee have the discretion to require additional evergreen shrubs and trees to screen such walls from public view.

10.5.3 Landscape Requirements for Low-Density Residential Development

A. Objective

(1) To create and maintain the City's urban forest;

(2) To enhance the appearance of low density residential lots;

(3) To provide the benefits of shade; to help meet Florida's stormwater standards.

B. Applicability - The following provisions shall apply to the development of single-family, duplex and triplex lots as well as mobile homes on already platted lots. The standards in this Section shall be required to be met on all parcels prior to the issuance of a certificate of occupancy for new construction and prior to the approval of a final inspection for any property that requires a site plan amendment for a repair or reconstruction in excess of fifty (50) percent of the property's value as shown on the records of the property appraiser.

C. General requirements

(1) Applicants are not required to submit landscape plans.

(2) Tree diversity - The applicant shall choose a variety of species, consistent to the requirements of Table 10-5, to ensure diversity throughout a development.

(3) Existing trees - Existing trees preserved during site development will be counted toward fulfillment of this requirement in accordance with Table 10-8: Tree Preservation and Replacement.

(4) Minimum size - The minimum size of canopy and understory trees at the time of planting shall be of two (2) inch caliper and shall be Florida Grade No. 1 or better, as specified by the State Division of Plant Industry Grades and Standards for Nursery Plants manual published by the Florida Department of Agriculture and Consumer Services - 2015 edition.

(5) Removal and replacement - Any removal of trees greater than ten (10) inches diameter at breast height (DBH) from the site will require that the minimum planting requirement, shown on Table 10-6, is maintained. Any trees determined by the City as left in a healthy growing condition on the site may be counted toward these minimum numbers. Existing single family, duplex and triplex lots shall not be required to replace trees that are ten (10) inches in DBH or less, provided that the minimum planting requirement is met. However, providing that the minimum planting requirement in Table 10-6 is met, replacements shall not be required for the removal of trees greater than ten (10) inches in diameter.
Alternatively, on lots where the DCO determines that there is insufficient space to meet the minimum tree planting requirement, applicants may elect to pay a cash-in-lieu fee, in accordance with the then current fee schedule.

(6) Trees planted shall conform with the species listed in Table 10-9 Approved Species List. Each single-family, duplex and triplex lot shall contain a minimum number of trees based on Table 10-6: Tree Requirements for Single Family, Duplex Triplex Lots.

One canopy or understory tree is required for each 2,500 square feet, or portion thereof, in excess of 15,000 square feet. Where site constraints exist, on sites above 6,000 square feet, understory trees may be substituted for canopy trees at a ratio of two (2) understory trees for each canopy tree.

Table 10-6: Tree Requirements for Single Family, Duplex and Triplex Lots

<table>
<thead>
<tr>
<th>Lot Size (Sq. Ft.)</th>
<th>Min. # of Canopy Trees Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-5,000</td>
<td>2</td>
</tr>
<tr>
<td>5,001-7,500</td>
<td>3</td>
</tr>
<tr>
<td>7,501-10,000</td>
<td>4</td>
</tr>
<tr>
<td>10,001-12,500</td>
<td>5</td>
</tr>
<tr>
<td>12,501-15,000</td>
<td>6</td>
</tr>
</tbody>
</table>

D. Mobile home development lots - Individual lots in mobile home parks shall be exempt from the requirement to contain a minimum number of canopy and/or understory trees. When determining replacement requirements for tree removal from individual lots in mobile home communities, required replacements shall not be required to be replaced on individual lots but shall be replaced into areas maintained by the park as a whole, such as common areas, buffer yards, and areas around retention ponds.

Where the DCO determines that there is insufficient space to meet the minimum tree planting requirement, the applicant may elect to pay a cash-in-lieu fee in accordance with the then current fee schedule. Alternatively, a master landscape plan may be approved by the DCO at the request of a mobile home park for the purpose of identifying receiving areas for replacement trees. When the replacement requirements of the master landscape plan have been fulfilled, no further replacement or fees in lieu of replacement shall be required for trees removed on individual lots.

Section 10.6 Landscape and Irrigation Standards

10.6.1 Standards for Plant Material

A. Plant material grade - All new and replacement plantings shall be graded State Department of Agriculture Nursery Grade No. 1 or better, as specified by the State Division of Plant Industry Grades and Standards for Nursery Plants manual published by the Florida Department of Agriculture and Consumer Services.

B. Approved species list - The City prefers drought-resistant, Florida-friendly, native species. These plants are preferred for their hardiness, resistance to disease and pests, and drought-tolerance. For a list of approved species see Table 10-9. Substitutions or additions to this list may be approved by the DCO or his/her designee.
C. Use of field-grown trees - All sites with a Development Order (DO) shall require the use of field grown trees. If such trees are not available the contractor may substitute with container grown trees at the discretion of the DCO. Containers that prevent the development of circling roots must be used for all container-grown trees. Landscape contractors must provide the City’s inspector with documentation (i.e. receipts or invoices) at the time of inspection to validate the use of such containers. All field grown trees must be hardened off (see definition Chapter 20) at the time of inspection.

D. Minimum installation standards - The following standards shall be considered the minimum requirements for the installation of plant materials within the City:

1. Pre-installation inspection - All plant material must be inspected by the City prior to installation to determine proper root ball size and compliance with all minimum standards of this CDC.

2. Approved installer - All landscaping shall be installed by a person knowledgeable of proper horticultural practices and having a Business Tax Receipt (BTR) on file with the City of Largo. Landscape shall be installed according to accepted and proper planting procedures.

3. Soil - All required landscape materials shall be installed using planting soil of a type appropriate to the individual plant material and the soil conditions in which the planting is occurring. Fertilizers that add phosphorus to the soil are generally discouraged. All applicable Pinellas County fertilizer ordinance requirements shall be followed. A pH test shall be performed at each site subject to a DO. The results of the soil test shall be submitted prior to planting. Prior to the pre-installation inspection a certified letter, stating that the planned species match the existing conditions, must be submitted.

4. Use of mulch - The use of organic mulches is required to reduce the growth of weeds and add nutrients to the soil as well as retain moisture over the root zones of plant materials. A two to three (3) inch layer of organic mulch shall be placed over all newly installed tree, shrub, and ground cover planting areas. No mulch shall be placed on the root flair of a tree. The use of cypress mulch is prohibited. The harvest of cypress trees for mulch eliminates valuable cypress trees, which are an essential component of Florida’s wetlands.

5. Approved size - All landscape shall be installed in accordance with Table 10-7 Minimum Size of Landscape at Planting. In the event of a market shortage, the DCO may at his/her discretion, approve a reduction of the required caliper to the largest available Grade No. 1 tree.

Table 10-7: Minimum Size of Landscape at Time of Planting

<table>
<thead>
<tr>
<th>Minimum Standards at Planting</th>
<th>Canopy Tree</th>
<th>Understory Tree</th>
<th>Palm</th>
<th>Shrub</th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>Refer to FL Grades and Standards</td>
<td>Refer to FL Grades and Standards</td>
<td>10 feet clear trunk (CT)</td>
<td>18 inches</td>
</tr>
<tr>
<td>Caliper</td>
<td>3 inches</td>
<td>2 inches</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Gallon/Root Ball Diameter</td>
<td>Refer to FL Grades and Standards</td>
<td>Refer to FL Grades and Standards</td>
<td>Refer to FL Grades and Standards</td>
<td>3 gallons</td>
</tr>
<tr>
<td>Spread</td>
<td>Refer to FL Grades and Standards</td>
<td>Refer to FL Grades and Standards</td>
<td>Refer to FL Grades and Standards</td>
<td>18 inches</td>
</tr>
</tbody>
</table>

6. Staking and wire basket removal - The top 1/3 of wire baskets shall be removed prior to mulching. No wire shall be placed around the trunk of a tree as part of a staking system. A
rubber tree tie is required as part of all tree staking systems. All staking systems shall be removed by the approved installer one year after a Certificate of Occupancy (CO) is issued or sooner at the discretion of the DCO.

E. Prohibited species - Prohibited species include any invasive exotic plant species listed on the current Florida Exotic Pest Plant Council exotic and invasive species list at http://www.fleppc.org/list/list.htm. These species shall not be planted on any site subject to a DO or Development Permit (DP). Existing prohibited species shall be removed from a site as a condition of a DO and/or DP at the discretion of the DCO. After the issuance of the certificate of occupancy, the property owner shall control re-growth of invasive exotic plants. Citrus trees in existing residential lots do not have to be removed as a condition of a DP.

Figure 10-17: Preferred Palm Planting Detail
Figure 10-18: Preferred Tree Planting Detail

NOTES:
1. OTHER TREE STAKING SYSTEMS MAY BE ACCEPTABLE IF APPROVED BY THE DDO
2. LANDSCAPE CONTRACTOR SHALL REMOVE STAKING AND GUARDING MATERIALS AFTER ONE YEAR.

CROWN SPREAD

2" WOOD LOOSE POLES DRIVEN AT OBLIQUE ANGLE THEN TIGHTENED TO VERTICAL DRIVE STAKES OUTSIDE OF ROOT BALL

CORE HEIGHT

CROWN OF ROOT BALL TO BE 1" - 2" ABOVE FINISH GRADE

I-HOLD MULCH 2" FROM TRUNK

4" SAUCER RIM WITH 1" MULCH LAYER

FORM SAUCER IN UNIFORM DIMENSIONS

ALL ROOT BALL TIES AND WIRE BASKETS TO BE CUT AT TOP OF 8"X8" TREE ROOT BALL REMOVES OR CUT FLUSH WITH FINISH GRADE

FINISH GRADE

CONTAINERIZED TREES SHALL BE SHAVED 1 1/2 TO 2" AROUND ALL SIDES OF THE ROOT BALL AFTER TREE IS PLANTED AND BACKFILLED TO PREVENT CIRCUMFERENCE ROOT SYSTEMS

UNDISTURBED SOIL

NATIVE SOIL BACK FILL

TIME RELEASE FERTILIZER APPLIED AT THE RATE SPECIFIED ON THE LABEL.

TREE PLANTING DETAIL

NOT TO SCALE
10.6.2 Standards for Irrigation Systems

A. Objective – The standards for irrigation systems are intended to ensure the long term survivability of required plantings while protecting water resources by reducing demand through conservation and management efforts.

B. Authority - This Section implements the policies of the adopted Comprehensive Plan. Compliance is a statutory precondition for the issuance of a DO.

C. Applicability - The irrigation requirements of this section shall apply to all developments subject to a DO.

D. Submittal requirements - The following standards shall apply to the design, installation, and maintenance of the irrigation systems:

1. Irrigation System Plan - Submittal of an irrigation system plan is required for all landscaped areas. An irrigation system may either be a separate plan or shown on the submitted landscape plan.

2. Automatic Irrigation System - One hundred (100) percent automatic irrigation systems shall be required for all projects subject to a DO, except for single-family residential lots.

3. Rain or moisture sensing shut-off devices shall be installed with any irrigation system. Drip or microjet irrigation shall be used where possible. Low trajectory spray nozzles are encouraged.

4. Hose bibs are not allowed for developments subject to a DO.

5. Existing plant communities, maintained in a natural state, will not require supplemental irrigation.
(6) Potable Water Use - Development proposing to irrigate with potable water must demonstrate that no alternative is available and shall be required to xeriscape a minimum of fifty (50) percent of the provided open space area.

(7) Potable Water Alternatives -

(a) Reclaimed Water Use: Reclaimed water shall be used when service connection to a property can be made without digging under a roadway or extending a main reclaimed water line, if available. This provision applies to all properties applying for a DO and a lawn irrigation permit.

(b) Stormwater reuse, shallow wells, and wet retention/detention ponds shall also be used as alternatives to potable water whenever available.

(8) Irrigation systems shall be designed to minimize the amount of water applied to or running off into impervious surfaces. Spray heads or nozzles shall be directed away from all travel lanes and sidewalks.

(9) Irrigation systems and landscaping may extend into the green portion of the City controlled right-of-way (between sidewalk and road) subject to the following conditions:

(a) Repairs, maintenance, proper operation and replacement of irrigation and landscaping within the right-of-way shall be the sole responsibility of the property owner. Irrigation and landscaping within the right-of-way shall be considered an encroachment and may be removed by the City or entities having easement rights for purposes of maintenance or installation of utilities or other public improvements.

(b) For public health and safety reasons, the City may rescind any approval and cause removal of any irrigation line within the rights-of-way without cause or reimbursement to the property owner.

(10) Properties adjacent to County or State rights-of-way must obtain proper approval from the appropriate agencies.

E. Inspection and approval - Prior to issuance of a CO, the professional responsible for the landscape portion of the project shall provide written, sealed, or notarized certification that the installation of irrigation and landscaping has been completed in accordance with the approved plan. A site inspection will be made by the City to verify compliance with all provisions of the DO and this Section. Final approval is required prior to issuance of any CO.

10.6.3 Protection of Trees and Native Vegetation from Construction – The following specifications must be followed before and during construction:

A. Tree preservation standards - When construction activities impact the tree protection zone of a protected tree(s), adherence to the following procedures is required:

(1) Disturbance within the tree protection zone - When the Tree Protection Zone will be disturbed, affected roots must be severed by clean pruning cuts at the point where construction impacts the roots. Roots shall be pruned by utilizing a root pruning machine designed for this purpose.
(2) When underground utility lines are to be installed within the critical root zone, the root pruning requirements may be waived by the Building Division if the lines are installed via directional boring or tunneling as opposed to open trenching.

B. Tree protection barriers - A protective barrier shall be erected around all trees and native vegetation, which are to remain permanently on-site. Such trees and vegetation shall be identified by flagging or staking.

(1) Barrier construction - Protective barriers are to be constructed using no less than 2” x 4” lumber for upright posts. Upright posts are to be at least four (4) feet in length with a minimum of one (1) foot anchored in ground and three feet above ground. Upright posts are to be placed at a maximum distance of six (6) feet apart. Horizontal rails are to be constructed using no less than 2” x 4” lumber and shall be securely attached to the top of the upright posts. A PVC-type safety fence, the height of the barrier, shall be attached to the upright posts, the top rail, and the ground, with fasteners a maximum of eight (8) inches apart. Barriers shall extend at least one (1) foot beyond the drip line of all protected trees on the property and shall be at least three (3) feet high. (See Figure 10-20.)
(2) Alternative protective method - Alternative methods may be utilized when extending protective barriers beyond the drip line is not feasible. Possible alternatives include pumping concrete from a truck through conveyor pipes rather than driving over roots, or bridging root areas with steel plates. Any proposed alternatives must be designed by a certified arborist and approved by the DCO prior to issuance of a DO or Permit.

(3) Barrier duration - All protective barriers shall be in place and inspected prior to any site clearing or demolition and shall remain in place until all construction activity is completed. Protective barriers...
may be temporarily removed only if reasonable access into the site is obstructed. Removal of barriers must be approved and inspected by the City’s Arborist prior to any site clearing or demolition. Should removal of the barriers result in stress or damage to the tree, as determined by the City’s Arborist or designee, removal or replacement of the tree may be required.

(4) Excess fill within barrier - No excess soil or additional fill, building materials, debris, or litter shall be placed within protective barriers. Any demolition within the protective barriers shall be accomplished by hand operated equipment. Once all material has been successfully dislodged by hand, heavy equipment will be allowed one entry into the barriers in order to push demolition materials beyond the barriers, after which the barriers must be reinstalled. Under no other circumstances shall tractors or heavy machinery be allowed to work, park, or locate within barrier areas.

(5) Signs, building permits, wires, (other than protective guy wires), or other attachments of any kind shall not be attached to any trees or shrubs within protective barriers.

(6) All underground utilities shall be routed outside the protective barriers. If this results in unreasonable hardship, a soil auger shall be used to tunnel under the root systems. The DCO shall be notified and at his option may require a staff member present during this procedure to assure adherence to all requirements.

(7) Installation of structures such as protective barricades, fences, posts, or walls shall not destroy or irreversibly harm the root systems of protected trees. Footers for walls shall end at the point where larger roots are encountered, and the roots shall be bridged. Post holes and trenches located close to protected trees shall be adjusted to avoid damage to major roots.

(8) Destruction or disregard for the construction/maintenance protective barricades may require the full replacement of the protected tree.

C. Root pruning - Before grading, pad preparation, or excavation for parking area, curbs, sidewalks, or driveways, the roots of impacted trees must be pruned with approved equipment one foot outside of barriers (or as determined by the DCO). All root pruning shall be conducted by a licensed arborist, and may require the City’s arborist to be present during this procedure, as determined by the DCO.

(1) A detailed report outlining the required root pruning procedures shall be prepared by a certified arborist prior to issuance of any clearing and grubbing or demolition permit, when applicable.

(2) All damaged roots are to be exposed to sound tissue and severed cleanly. Roots shall be pruned to a depth of eighteen (18) inches below the existing grade or to the depth of disturbance if less than eighteen (18) inches from the existing grade.

(3) Prophylactic treatments, such as the application of fungicides into the pruning trench, will be required to ensure the least amount of damage to pruned roots.

(4) After completion of root pruning, all barriers are to be reinstalled, and the area inside the barrier is to receive core aeration.

(5) Adequate water must be supplied to root pruned trees to aide in root regeneration and decrease stress.
D. Relocation of trees on site - The following standards shall apply to all trees to be relocated on site during construction:

(1) Relocated trees shall be no larger than eight (8) inches in diameter.

(2) All relocated trees shall have a minimum of twelve (12) inches of root ball for every inch caliper.

(3) All trees to be relocated are to be flagged and inspected prior to removal. The trees must then be moved to the holding area prior to issuance of a grubbing permit.

(4) Staff shall re-evaluate each tree prior to installation to determine its survivability or if replacement will be required.

(5) Relocated trees must be sustainable for one (1) year per inch of diameter (i.e., a five (5) inch caliper tree must survive for five (5) years in order to waive the replacement value).

E. Compliance and enforcement

(1) Erosion - Property owners and contractors shall be required to implement and comply with the City’s notice to contractors regarding measures to eliminate sedimentation, erosion, and adverse drainage impacts caused by construction activity. The City may, at its discretion, inspect construction activities for compliance, as indicated in Section 22-107 of the Largo Code of Ordinances, and impose additional requirements or penalties, as deemed necessary. Failure to properly install and/or maintain the specific Best Management Practices (BMPs) may result in the issuance of a stop work order.

(2) Destruction of trees - Trees that are illegally destroyed or that have received major damage from illegal activities shall be replaced in accordance with the tree replacement standards of this CDC.

(3) Pre-demolition/construction meeting - The contractor shall meet with the erosion control and tree protection inspectors prior to issuance of any demolition permit to review all work procedures and tree protection measures. Additional meetings and inspections may be required at the discretion of the DCO or City Engineer prior to and during demolition and construction.

10.6.4 Site Clearing and Grading Design Standards

A. Site clearing may occur after issuance of a DO and prior to issuance of a Development Permit at the discretion of the DCO as determined on a case-by-case basis.

B. Site clearing shall be limited to those areas upon which construction is to take place.

C. Soils in areas cleared for construction shall be stabilized by periodic watering or chemical means during construction.

D. Erosion shall be minimized, and sediment should be retained on the site of development.

E. Stabilization shall be effected immediately by re-vegetation of cleared areas.

F. Areas on a development site, where land preparation and construction activities will not occur, or where heavy machinery will not venture, shall be delineated at the point of interface, using a woven fabric ribbon or other materials approved by the DCO. Approved materials shall be attached to 2” x 2”
upright posts. Upright posts shall be made of wood or other suitable material, be at least 4’ in height, and be spaced no more than fifty (50) feet apart. No ropes or ribbons shall be attached to any protected tree.

G. Natural vegetation shall be retained and protected within areas on a development site where land preparation and construction activities will not occur.

H. An on-site holding area shall be designated for the protection of removed trees to be replanted on-site.

I. Erosion and sedimentation control devices shall be installed between the area to be disturbed and the remaining wetlands before clearing, grading, cutting, or filling is begun.

J. Sediment shall be retained in settling basins or other appropriate locations on the development site. Wetlands and other natural waterbodies shall not be used as sediment traps during development.

K. Erosion and sedimentation facilities shall receive regular maintenance according to best management practices to ensure that they continue to function properly.

L. Erosion shall be minimized by limiting clearing to those areas which are to be disturbed, rather than across the entire site.

M. Post-construction re-vegetation and stabilization of swales, ditches, and disturbed embankments shall be implemented without delay.

N. Prior to issuance of a Certificate of Occupancy, spot survey elevations showing significant compliance with DO grading requirements shall be submitted.

Section 10.7 Post-Construction Standards

10.7.1 Maintenance Standards for Required Landscape Areas

A. Objective - To ensure the community’s long term enjoyment of the numerous beneficial effects of landscaping upon the natural and built environment.

B. Applicability - Landscaping required as part of a DO approval must be maintained in accordance with the approved landscaping plan for the life of the project. Streetscape improvements including landscaping adjacent to a property and installed by a property owner shall be maintained in perpetuity by the property owner. Single family, duplex, and triplex lots that are developed after the adoption of this CDC, are required to maintain the number of trees per lot as described in Table 10-6.

Requirements for mobile home lots are as stated in Section 10.5.3.D.

C. Requirements - The following maintenance is required:

(1) Maintenance shall consist of mowing, removal of litter and dead plant materials, and necessary pruning (see Section 10.7.1.D).

(2) Natural watercourses within a buffer shall be maintained as free-flowing and free of debris. Stream channels shall be maintained so as not to alter a flood plain.
(3) Required plant materials which are removed or die shall be replaced with equivalent vegetation within thirty (30) days.

(4) Preserved trees which die prior to the issuance of a CO shall be replaced in accordance with Table 10-8. Preserved trees which die following the issuance of a CO shall be replaced in accordance with the amount of credit awarded under the DO.

(5) Natural plant communities left intact on all site developments shall be maintained as required to promote good ecology.

(6) No mulch or soil shall be placed over the root flair of any existing trees and shrubs to prevent circling roots and trunk rot.

D. Pruning permit requirements for all sites, excluding low density residential, multi-family and mobile homes

(1) Pruning of approved trees on a site subject to a DO shall be conducted in accordance with specifications based on the ANSI A 300 Pruning Standards and performed by or under the direct supervision of a licensed arborist.

(2) All trees may be pruned to maintain shape and promote their shade-giving qualities and to remove diseased or dying portions in areas where falling limbs could be a hazard to people or property. Tree pruning shall be done in accordance with the latest revision of the American National Standard for Tree Care Operations “Tree, Shrub and Other Woody Plant Maintenance” (ANSI A300) and “Pruning, Trimming, Repairing, Maintaining, and Removing Trees, and Cutting Brush—Safety Requirements” (ANSI Z133). No more than twenty-five (25) percent of the crown shall be removed at one time. In order that trees shall develop a healthy structure, no more than thirty-three (33) percent of the trunk of immature trees shall be left bare by limb removal. Also, the top branch or leader of immature trees shall not be removed. Hooks shall not be used to climb trees unless the tree is being taken down. Mature trees overgrowing vehicular use areas shall be pruned to allow the passage of emergency vehicles. Excessive pruning, hat racking or pollarding of trees into round balls of crown or branches, which results in an unnecessary reduction of shade and promotes weak branch attachments, shall be prohibited. Figure 10-21 provides graphic examples of permitted pruning practices. Trees pruned by utility providers within utility easements are not subject to this provision.
E. Maintenance limits - All property owners are required to maintain and prune those portions of trees that originate on their property and project out over the public right of way, including public sidewalks. All vegetation shall be maintained at a height of no less than eight (8) feet over sidewalks and sixteen (16) feet over roadways. Visibility triangles must be maintained as specified in Section 9.2.3. In addition, property owners must be in compliance with all requirements of the property maintenance requirements in Chapter 18 of this CDC.

F. Failure to maintain - Failure to maintain any required landscaped area to the standards in this Section shall be a violation of the DO. Upon notice by the City, the property owner shall have thirty (30) days to remedy the violation. If upon re-inspection, it is determined that no corrective action has been taken, the violator shall be subject to code enforcement action.

10.7.2 Tree Removal and Replacement Requirements
A. Objective - It is the objective of this Section to regulate the removal, replacement and replanting of trees within the City limits and to ensure the adequacy of tree canopy in the City in order to limit the destruction of natural drainage basins and water recharge zones by promoting the preservation of existing plant communities and natural areas on site. Furthermore, it is the intent of this Section to ensure that protected trees are maintained in accordance with industry standards in order to promote a healthy and structurally sound tree canopy within the City, all for the benefit, health and general welfare of its citizens. Benefits derived from tree protection and planting also include the benefits enumerated in Section 10.1.

B. Tree removal permits
City of Largo, FL: Comprehensive Development Code

(1) Administration - A tree removal permit may be issued in the following circumstances:

(a) Simultaneously with a DO as part of the site plan review process;
(b) Prior to issuance of a site clearing or grubbing permit; or
(c) For the removal of an individual tree at any point during or after the development process, for any site, regardless of whether or not it is subject to a DO.

(2) Applicability - A tree removal permit shall be required for the removal or alteration of the following protected trees and groupings of native vegetation on any site in the City, including the public right of way and public properties, regardless of use or land use designation:

(a) Protected trees - Trees protected under this Section are:

(i) Trees measuring four (4) inches caliper or greater; or
(ii) Palms with a four and one-half (4-1/2) feet or more of clear trunk, as measured from the lowest green frond to ground level.

(b) Mangroves - No mangrove plant or tree shall be removed. No trimming of mangroves shall take place without a permit issued by Pinellas County Environmental Management. All trimming and maintenance of mangroves is subject to the requirements of F.S. 403.9321-403.9333.

(c) Native vegetation - A tree removal permit shall also be required to alter stands of native vegetation serving as existing or potential buffers along watercourses, along freshwater and saltwater wetland edges, along marine shorelines, around the periphery of a site, and separating potentially incompatible land uses.

(d) Public safety - The DCO may authorize the immediate removal of any tree endangering the public health or safety prior to filing an application for a tree removal permit. In addition, trees with a main stem or major branch contacting a permanent living structure shall require a permit but shall not require a permit fee or replacement.

(3) Exemptions -

(a) Target invasive exotic plant species shall be those species listed on the current Florida Exotic Pest Plant Council exotic and invasive species list and shall be exempt from permit fees and replacement. Available at: http://www.fleppc.org/list/list.htm

(b) Existing single family, duplex, triplex and mobile home lots shall not be required to provide tree replacement for the removal of trees ten (10) inches in diameter or less. Replacement will be required for trees greater than ten (10) inches in diameter. However, providing that the minimum planting requirement in Table 10-6 is met, replacements shall not be required for the removal of trees greater than ten (10) inches in diameter.

(c) Bona fide agricultural uses existing at the time of adoption of this CDC and those portions of state-approved or governmental nursery operations growing plants, trees, and produce for resale, or for sale to the general public in the normal course of business, are also exempt from the provisions of this Section.

(d) Removal of dead, dying or diseased trees shall not require a permit fee or replacement, but shall require a permit.
(e) The DCO may also exempt from a permit fee, replacement requirements and/or a fee in lieu of replacement of tree. The DCO must first determine that the documented or predicted cost of repairing damage that has been created by the tree, exceeds the value of the tree as established by the fee in lieu of replacement that tree provided in Section 10.7.2 of the CDC and the fee schedule adopted by the City Commission. Such determination shall be issued in writing after consultation with a City representative and the applicant for tree removal.

(4) Application for Permit

(a) Any person wishing to obtain a permit to remove a protected tree shall file an appropriate application with the City on forms provided by the City. The form shall be filled out completely and accurately by the legal property owner or representative of the property owner, which may include a tree service hired by the property owner and with a current BTR on file with the City of Largo.

(b) The property owner shall be liable for any tree replacement requirements or fees in lieu of replacement assessed as a result of tree removal approval. A sketch of the property showing the locations of trees requested for removal shall accompany the application.

(5) Permit Review Process - City staff shall use the following process in reviewing an application for a tree removal permit:

(a) The application for a permit to remove a protected tree, along with the required information, shall be field checked by the City Arborist;

(b) Tree removal shall be documented on the City Inspection form;

(c) Approval standards - The following standards shall serve as a justification for approving a tree removal permit:

(i) If the tree is a threat to public safety, and/or health through danger of falling or interference with utility services;

(ii) If there is a likelihood of property damage the property owner must provide the appropriate documentation to demonstrate the damage to the property.

(6) Relocation or replacement as condition of approval for permit.

(a) When the City approves the removal of a tree(s) it shall, unless otherwise specified in this Section, as a condition to approving the application, require the applicant to relocate or replace the tree(s) to be removed. Replacement trees shall be of a commensurate tree in respect to size and species as the tree(s) removed, (i.e. shade tree(s) species shall replace shade tree(s)), and as contained on, but not limited to, the City of Largo Approved Species List, Table 10-9. Existing trees shall be replaced using the ratios contained in Table 10-8.

(b) Replacement tree(s) shall be no less than eight (8) feet in height and two (2) inches in trunk caliper. All replacement trees shall be Florida Grade #1 quality or greater nursery stock, as consistent with the Florida Grades and Standards for Nursery Stock. If replacement trees are installed, the applicant shall guarantee that the replacement trees are in a healthy growing condition for a period of one year after installation.
(c) It is the intent of this provision to have trees replaced on the site where the tree removal occurred. If a property has insufficient space for the required replacement trees, any remaining deficit in inches to be replaced from Table 10-8 shall be mitigated by payment of a fee in lieu of replacement to the City of Largo Tree Fund. Fees in lieu of replacement are established in the City's fee ordinance.

**Table 10-8: Tree Replacement and Preservation Ratio**

<table>
<thead>
<tr>
<th>Existing Tree</th>
<th>Replacement Ratio</th>
<th>Preservation Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-15” caliper</td>
<td>1” replaced per each inch</td>
<td>1 required canopy tree</td>
</tr>
<tr>
<td>16-30” * caliper</td>
<td>2” replaced per each inch</td>
<td>2 required canopy trees</td>
</tr>
<tr>
<td>Over 30” * caliper</td>
<td>3” replaced per each inch</td>
<td>3 required canopy trees</td>
</tr>
</tbody>
</table>

*Laurel Oaks shall be replaced at a ratio of 1” to 1”

(d) Trees planted to fulfill buffer requirements shall not count toward tree replacement requirements.

(e) Relocated trees - The relocation of trees within the site must comply with the standards for tree protection during construction discussed in the Site Clearing section of this CDC. The Building Division shall be notified at least forty-eight (48) hours in advance of transplanting operations.

(7) Payment of cash-in-lieu of replacement - The amount charged per inch of tree removed and not replaced shall be established in the City's fee ordinance.

**Section 10.8 Approved Landscape Species**

**10.8.1 Purpose** –
The plant species listed in Table 10-9 are recommended for planting to meet the applicable provisions of this CDC’s landscape requirements. Overall, plant species selected should match the conditions of the site where they are planted. Other plants identified as “Florida Friendly” by the Southwest Florida Water Management District will be considered as substitute plant material to those specifically listed.

**10.8.2 Approved Landscape Species Key** –
The following key references the columns contained in Table 10-9, which begins on the following page.

**A. Native** – A “yes” indicates a species native to Central Florida, “no” indicates a species that is not native to Central Florida.

**B. Drought-tolerant** – Drought tolerance refers to a plant’s ability to survive drought periods. A plant with high drought tolerance can survive extended drought periods. However, even the most drought tolerant plants should be irrigated in urban areas. “Low” indicates a plant with low drought tolerance.

“Mod” indicates a plant with moderate drought tolerance. “High” indicates a plant with high drought tolerance.
C. Light – This category refers to the preferred light requirements for optimal plant growth and flowering, if applicable. “FS” indicates a plant prefers full sun. “PS” indicates a plant that prefers partial shade. “SH” indicates a plant that prefers shade.

D. Salt – This category refers to a plant's ability to withstand aerosol salt spray and reclaimed water. “Low” indicates a plant with low salt tolerance. “Mod” indicates a plant with moderate salt tolerance. “High” indicates a plant with high salt tolerance.

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native</th>
<th>Drought</th>
<th>Light</th>
<th>Salt</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Canopy Trees</strong> – All required canopy trees shall measure a minimum of three (3) inches caliper at the time of planting and shall be rated Florida No. 1 or greater</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acer rubrum</td>
<td>Red Maple</td>
<td>Yes</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td>Carya glabra</td>
<td>Pignut Hickory</td>
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<td>FS/PS</td>
<td>Low</td>
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<tr>
<td>Carya illinoensis</td>
<td>Pecan</td>
<td>No</td>
<td>High</td>
<td>FS</td>
<td>Low</td>
</tr>
<tr>
<td>Juniperus silicicola</td>
<td>Southern Red Cedar</td>
<td>Yes</td>
<td>High</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Liquidambar styraciflua</td>
<td>Sweetgum</td>
<td>Yes</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
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<td>Magnolia grandiflora</td>
<td>Southern Magnolia</td>
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<td>High</td>
<td>FS/PS</td>
<td>Mod</td>
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<tr>
<td>Magnolia virginiana</td>
<td>Sweetbay Magnolia</td>
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<td>High</td>
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<td>Low</td>
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<td>Nyssa sylvatica</td>
<td>Blackgum</td>
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<td>Pinus elliott</td>
<td>Slash Pine</td>
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<td>Mod</td>
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<tr>
<td>Pinus palustris</td>
<td>Longleaf Pine</td>
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<tr>
<td>Pinus Taeda</td>
<td>Loblolly Pine</td>
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<td>Quercus virginiana</td>
<td>Live Oak</td>
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<td>Pond Cypress</td>
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<td>FS/PS</td>
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<td>Winged Elm</td>
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<td>Mod</td>
<td>FS/PS</td>
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<td>American Elm</td>
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<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
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<td>Chinese Elm</td>
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<tr>
<td><strong>Understory Trees</strong> – All required canopy trees shall measure a minimum of two (2) inches caliper at the time of planting and shall be rated Florida No. 1 or greater</td>
<td></td>
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<td>Acacia farnesiana</td>
<td>Sweet Acacia</td>
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<td>FS</td>
<td>Mod</td>
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<td>Conocarpus erectus</td>
<td>Buttonwood</td>
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<td>FS</td>
<td>Mod</td>
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<td>Red Bud</td>
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<td>Yaupon Holly</td>
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<td>Lagerstoemia indica</td>
<td>Crape Myrtle (standard)</td>
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<td>High</td>
<td>FS</td>
<td>Mod</td>
</tr>
<tr>
<td>Botanical Name</td>
<td>Common Name</td>
<td>Native</td>
<td>Drought</td>
<td>Light</td>
<td>Salt</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>----------------------</td>
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<td>---------</td>
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<td>------</td>
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<tr>
<td>Ligustrum jaconicum</td>
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<td>FS/PS</td>
<td>Mod</td>
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<td>FS/PS</td>
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<td>Magnolia grandiflora “Lil’ Gem”</td>
<td>Lil’ Gem Magnolia</td>
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<td>Myrica cerifera</td>
<td>Wax Myrtle</td>
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<td>Podocarpus macrophyllus</td>
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<td>Prunus angustifolia</td>
<td>Chicksaw Plum</td>
<td>Yes</td>
<td>High</td>
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<tr>
<td>Viburnum obovatum</td>
<td>Walter’s Viburnum</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
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</tbody>
</table>

**Palms** – All required palms shall measure a minimum height of 10 feet clear trunk, unless otherwise approved. Palm trees identified with an * may be submitted on a one-for-one basis with canopy tree planting requirements. Palms identified with a + may be substituted on a three-for-one basis with canopy tree planting requirements. All palms shall be credited on a one-for-one basis toward understory planting requirements. All palms shall be rated Florida Grade No. 1 or greater.

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native</th>
<th>Drought</th>
<th>Light</th>
<th>Salt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bismarckia nobilis*</td>
<td>Bismark Palm</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Chamaerops humilis</td>
<td>European Fan Palm</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td>Chrysalidocarpus lutescens</td>
<td>Areca Palm</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Livistonia chinensis</td>
<td>Chinese Fan Palm</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Phoenix carariensis*</td>
<td>Date Palm, Canary Island</td>
<td>No</td>
<td>High</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Phoenix dactylifera*</td>
<td>Date Palm, Medjool</td>
<td>No</td>
<td>High</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Phoenix reidinata</td>
<td>Date Palm, Senegal</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Phoenix sylvestris</td>
<td>Date Palm, Wild</td>
<td>No</td>
<td>Mod</td>
<td>FS</td>
<td>Mod</td>
</tr>
<tr>
<td>Sabal palmetto+</td>
<td>Cabbage Palm</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td>Trachycarpus fortune</td>
<td>Windmill Palm</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td>Thrinax radiata</td>
<td>Thatch Palm</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
</tbody>
</table>

**Ornamental Grass** – All required ornamental grass shall be a minimum of one gallon, unless otherwise approved and shall be rated Florida No. 1 or greater.

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native</th>
<th>Drought</th>
<th>Light</th>
<th>Salt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Muhlenbergia capillaris</td>
<td>Muhly Grass</td>
<td>Yes</td>
<td>Low</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Spartina bakeri</td>
<td>Sand Cordgrass</td>
<td>Yes</td>
<td>Low</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Spartina patens</td>
<td>Salt Marsh Cordgrass</td>
<td>Yes</td>
<td>Low</td>
<td>FS</td>
<td>High</td>
</tr>
<tr>
<td>Tripsicum dactyloides</td>
<td>Fakahatchee Grass</td>
<td>Yes</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Tripsicum floridana</td>
<td>Florida Gamma Grass</td>
<td>Yes</td>
<td>Mod</td>
<td>FS</td>
<td>Mod</td>
</tr>
</tbody>
</table>

**Shrubs** – All required shrubs shall be three gallons and measure a minimum of 18 inches tall with an 18 inch spread at the time of planting. Hedges, where required, shall form a continuous, unbroken, solid visual screen within one year of planting and maintained thereafter to specification. All shrubs shall be rated Florida Grade No. 1 or greater.

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native</th>
<th>Drought</th>
<th>Light</th>
<th>Salt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buxus microphylla</td>
<td>Boxwood</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td>Callicarpa Americana</td>
<td>American Beautyberry</td>
<td>Yes</td>
<td>Mod</td>
<td>PF</td>
<td>Low</td>
</tr>
<tr>
<td>Camellia japonica</td>
<td>Camellia</td>
<td>No</td>
<td>Mod</td>
<td>PF</td>
<td>Low</td>
</tr>
<tr>
<td>Carissa macrocarpa</td>
<td>Natal Plum</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td>Cocosobama uvifera</td>
<td>Seagrape</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td>Forestiera segregate</td>
<td>Florida Privet</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td>Hamelia patens</td>
<td>Firebush</td>
<td>Yes</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Hibiscus rosa-sinensis</td>
<td>Hibiscus</td>
<td>No</td>
<td>Low</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td>Botanical Name</td>
<td>Common Name</td>
<td>Native</td>
<td>Drought</td>
<td>Light</td>
<td>Salt</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------------</td>
<td>--------</td>
<td>---------</td>
<td>---------------</td>
<td>-------</td>
</tr>
<tr>
<td><em>Ilex glabra</em></td>
<td>Gallberry</td>
<td>No</td>
<td>Mod</td>
<td>PS</td>
<td>Low</td>
</tr>
<tr>
<td><em>Ilex vomitoria, Schellings Dwarf</em></td>
<td>Round holly</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td><em>Illicium parviflorum</em></td>
<td>Anise</td>
<td>Yes</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td><em>Ligustrum japonica</em></td>
<td>Japanese Privet</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td><em>Philodendron spp.</em></td>
<td>Philodendron</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td><em>Plumbago auriculata</em></td>
<td>Plumbago</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td><em>Rhaphiolepis Indica</em></td>
<td>Indian Hawthorn</td>
<td>No</td>
<td>High</td>
<td>FS/PS</td>
<td>Mod</td>
</tr>
<tr>
<td><em>Russelgia equisetiformis</em></td>
<td>Firecracker Plant</td>
<td>No</td>
<td>High</td>
<td>PS</td>
<td>High</td>
</tr>
<tr>
<td><em>Seronoa repens</em></td>
<td>Saw Palmetto</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
<tr>
<td><em>Ternstoeemia gymnanthera</em></td>
<td>Clevera</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td><em>Viburnum spp.</em></td>
<td>Viburnum</td>
<td>No</td>
<td>Mod</td>
<td>FS/PS</td>
<td>Low</td>
</tr>
<tr>
<td><em>Zamia floridana</em></td>
<td>Coontie</td>
<td>Yes</td>
<td>High</td>
<td>FS/PS</td>
<td>High</td>
</tr>
</tbody>
</table>

**Groundcover** – All required shrubs shall be one gallon. Groundcover shall provide 100% coverage within one year of planting and maintained thereafter to specification. All groundcover shall be rated Florida Grade No. 1 or greater.
Chapter 11: Stormwater & Floodplain Management Standards

Section 11.1 Stormwater Management: Purpose and Authority

11.1.1 Purpose

To improve water quality and to minimize losses due to floods through the on-site control of stormwater. In addition, the standards in this Section of the CDC are intended to:

A. Prevent natural floodwaters from being obstructed, diverted, displaced, or channelized by maintaining the natural hydrological and ecological functions of wetlands, coastal resources, estuarine environments, shorelines, fisheries, and marine habitats;

B. Maintain desirable ground and surface water levels and quality;

C. Prevent increased erosion and sedimentation;

D. Restrict adverse interference with the normal movement of surface waters;

E. Maintain the optimum storage capacity of watersheds;

F. Minimize unreasonable risk of personal injury and property damage within flood prone areas;

G. Minimize expensive and dangerous search, rescue, and disaster relief operations due to floods;

H. Minimize the damage and repair costs to roads and utilities due to floods; and

I. Prevent the need to construct expensive and environmentally damaging public projects to control floodwaters.

11.1.2 Authority

Stormwater shall be controlled and treated pursuant to appropriate statutory provisions and any additional requirements as may be imposed by the City Engineer, the Southwest Florida Water Management District (SWFWMD), the Florida Department of Environmental Protection (FDEP) or other appropriate regulatory agencies. Where there is a conflict, the more stringent regulation shall prevail.

Section 11.2 On-Site Stormwater Management System Requirements

11.2.1 Objective

To protect the proper function of natural water bodies by minimizing runoff through the on-site management of stormwater.
11.2.2 Submission Requirements
A drainage plan must be submitted as part of the final site plan review process. Approval of the drainage plan by the City is required prior to issuance of a Development Order (DO).

A. Drainage plan
(1) In general – Grading plans shall be designed to direct stormwater away from structures and building pads towards public rights-of-way, drainage conveyances, and retention/detention areas.

(2) Drainage plans shall include the following:
(a) Existing and proposed topographic information showing existing and proposed contours at less than two (2) foot intervals with high and low points indicated by spot elevations.
(b) Drawings that indicate the direction of flow of stormwater and all drainage facilities, such as ditches, canals, streams, storm sewers, etc., within or directly adjacent to the land to be developed.

(3) Wetland boundaries identified – A field determination and mapping of the boundaries of wetland areas within or adjacent to the boundaries of development sites shall be made and initially approved by the Pinellas County Department of Environment and Infrastructure and, as necessary, by other appropriate regulatory agencies such as the FDEP, the SWFWMD and the United States Army Corps of Engineers (USACE).

B. Soil tests
(1) Pre-construction soil borings shall be made on and around potential retention pond sites where the soils pose constraints to construction of excavated ponds and embankments, as listed in "Engineering Standards" of the USDA Soil Conservation Service Soils Survey of Pinellas County, Florida.

(2) Absorption basins will be required, subject to the review and approval of the City Engineer. A percolation test furnished by a soils testing laboratory shall be required to verify ground absorption capabilities. A safety factor of two (2) shall be used for calculating the absorption rate.

(3) A soils survey supplied at the time of DO application shall verify the presence of upland soils in these areas. Measures necessary to overcome soil constraints shall be required as a condition of approval.

C. Water quantity and quality - All calculations for runoff shall be included in the drainage plan submittal. The method of analysis must be in accordance with SWFWMD Basis of Review, Chapter 4, Water Quantity, and Chapter 5, Water Quality, unless otherwise defined in this Section or determined by the City Engineer that conditions warrant more stringent requirements.

D. Required easements
(1) Maintenance Easement - A minimum twenty (20) foot drainage easement, measured from the top of the bank, which will allow maintenance of drainage ways through the retention area, shall be granted to the City upon request of the City Engineer at the time of platting or site plan approval. Multiple easements may be required based on size and configuration of the proposed...
stormwater controls. These easements shall in no way relieve the property owner of maintenance of the retention area (for example, mowing of grass or weed control). The granting of a maintenance easement shall not require the City to maintain the easement and shall not render the City responsible for maintaining the drainage capacity of the drainage area. The easements shall confirm the preservation of the drainage area and allow the City to maintain the existing drainage capacity.

(2) Conservation Easement - A vegetated buffer area shall be created, or preferably retained in its natural state, along the banks of any natural watercourse, waterbody, or freshwater and saltwater wetlands pursuant to applicable standards of jurisdictional agencies. The width of the vegetated area shall be a minimum of fifteen (15) feet and sufficient to prevent erosion; trap sediment and pollutants in overland runoff; provide access to the waterbody; and allow for periodic flooding without damage to buildings, roads, or other structures. Conveyance of such buffer shall be by conservation easement in accordance with Chapter 704.06, F.S., or as a conservation easement by recorded plat.

E. Prohibited activities within easements – The following activities shall be prohibited within conservation easements and clearly stated on the final plat: placement of structures, roads, and utilities, planting of exotic species, native vegetation removal, mowing or trimming, filling by any material, excavation, maintaining livestock, storage of materials, or application of herbicides, pesticides, fertilizers or other chemical agents injurious to vegetation. In addition, the area must be properly marked as a conservation area through signage, fences, or similar structures.

F. Design standards for retention/detention – Where there is a conflict between the requirements of other regulatory agencies and the provisions listed below, the more stringent shall prevail.

Figure 11-1: Required Stormwater Easements

(1) All new development is to control drainage, including roof drainage.

(2) Upland sites shall be chosen for the location of buildings and other impervious structures.
(3) Post-development stormwater discharge rates shall not exceed that of the pre-developed or pre-existing state. If pre-existing stormwater discharge causes adverse off-site impacts, site development shall include improvements required to mitigate all adverse off-site impacts.

(4) Retention and detention systems must be used to retard, retain and/or detain accelerated runoff which a development generates. Water must be released from detention ponds into watercourses or wetlands at a rate and in a manner approximating the natural flow that would have occurred before development. Design capacity will be calculated considering variations between dry season and wet season water levels.

(5) Retention/detention ponds shall be designed in accordance with the SWFWMD Basis of Review, Chapter 4, Water Quantity, and Chapter 5, Water Quality, unless it is determined by the City Engineer that conditions warrant more stringent requirements.

(6) Retention/detention areas shall be designed so that stormwater runoff may be utilized for on-site irrigation.

(7) Design of retention/detention ponds shall be governed by site constraints and opportunities resulting from the underlying soils and bedrock, and shall utilize state of the art engineering standards and techniques. The bank shall be sodded or landscaped with a maximum slope of 4:1. The provision for maximum slope may be waived if the developer can demonstrate that unusual hardship will be created by strict application thereof. The City Engineer may approve a steeper slope and require a protective fence or barrier.

(8) All drainage not originating on the proposed developed land shall be kept separate from on-site drainage and shall not drain into the on-site retention area. No contours shall be altered which would adversely affect abutting properties.

(9) Runoff shall not be discharged directly into open waters. Instead, vegetated buffers, swales, vegetated watercourses, wetlands, underground drains, catch basins, ponds, porous pavements, and similar systems for the detention, retention, treatment, and percolation of runoff shall be used, as appropriate, to increase time of concentration, decrease velocity, increase infiltration, allow suspended solids to settle, and remove pollutants.

(10) Discharge into a public drainage system shall be governed by the regulations of the entity having jurisdiction over said system. For example, discharge to drainage facilities serving State roads shall be governed by the standards of the Drainage Manual published by the Florida Department of Transportation (FDOT), most recent edition.

(11) Retention/detention ponds without a positive outfall may be approved if it is impractical to discharge into a public drainage system. These ponds shall be designed for a one hundred (100) year storm.

(12) Where applicable, the use of Low Impact Development (LID) controls such as bioswales, pervious pavement, stormwater harvesting, rainwater harvesting, rain barrels and cisterns, rain gardens, etc., is encouraged to reduce the rate and volume of runoff for the protection of downstream water quality. The use of LID controls may be considered as credit toward the City’s requirement for the treatment of the first one-half inch of rainfall subject to the approval of the City Engineer. To qualify for the credit, the developer shall supply calculations and methods of analysis demonstrating equivalent water quality treatment using LID.
(13) One (1) foot of freeboard is required above high water level. Freeboard shall be defined as the distance from the top of the overflow structure up to the lowest point of top of bank, back of curb, or edge of pavement at the first upstream catch basin, whichever is lowest.

**Figure 11-2: Freeboard Requirement**

(14) Runoff from newly developed or redeveloped parking lots shall be treated to remove oil and sediment before entering receiving waters.

(15) Normally isolated wetlands tend to fill and overflow during floods. Flowage areas should be protected from incompatible development. The construction of roads across such areas shall be limited. For example, roads that are built shall be constructed on pilings or with adequate culverts so as not to obstruct normal flows.

(16) Natural watercourses shall not be filled, dredged, cleared, deepened, straightened, stabilized, or otherwise altered, except in cases of overriding public interest and approved by the City Engineer.

(17) A vegetated buffer area shall be created, or preferably retained in its natural state, along the banks of any natural watercourse, waterbody, or freshwater and saltwater wetlands pursuant to applicable standards of jurisdictional agencies. The width of the vegetated area shall be sufficient to prevent erosion, trap sediment and pollutants in overland runoff, provide access to the waterbody, and allow for periodic flooding without damage to buildings, roads, or other structures.

(18) Wet detention systems and retention areas:

(a) Shall be designed so that shorelines are sinuous rather than straight, and so that the length of shoreline is maximized, thus offering more space for the growth of littoral vegetation (see Figure 11-3), unless approved by the City Engineer. Care shall be exercised not to create stagnant areas therein.

(b) A wet pond must be able to maintain a permanent pool. If the soil at the site is not sufficiently impermeable to prevent excessive seepage, as determined by the City Engineer, construction of an impermeable liner or other soil modifications will be required.
(c) Decorative fountains shall be included in all wet ponds, unless the DCO allows the substitution of a comparable aesthetic or functional enhancement to the pond for the fountain. The falling water from the fountain must be centered in the pond, away from the shoreline.

(d) Vegetation is an integral part of a wet pond system. The use of wetland and/or aquatic plants is required at the edge of all ponds to provide pollutant filtration, reduce algal growth, limit erosion and increase the aesthetic value of the pond. Except in maintenance easements, turf grass shall not be used. The planting requirement may be reduced or waived by the DCO if substituted by a comparable aesthetic or functional treatment.

Figure 11-3: Retention Area with Sinuous Shoreline

(19) Although the use of wetlands for storing and purifying water is encouraged, care shall be taken not to overload their capacity to perform this function, thereby harming the wetland and transitional vegetation. Wetlands shall not be damaged or replaced by the construction of detention ponds unless equivalent wetlands are created as a replacement. Appropriate replacement ratios and the types of wetlands to be created shall be determined by the agency having jurisdiction at the time of permitting. Mitigative measures, including but not limited to, wetlands recreation, as required by the FDEP, the USACE, Pinellas County, the SWFWMD, and other regulatory agencies, will be required as a condition of approval if construction is to take place upon soils having constraints for development.

(20) Retention/detention areas in residential subdivisions shall have direct access from public rights-of-way. The stormwater system shall be platted as part of the common areas to be the responsibility of the Homeowners Association (HOA). The HOA documents shall clearly specify the HOA’s maintenance responsibility for the stormwater system.

(21) Where a sidewalk or public right-of-way is immediately adjacent to a retention/detention pond, a guardrail or other protective device shall be installed along the sidewalk or right-of-way. Such device shall be required only where the retention pond and sidewalk or right-of-way are
abutting. The City Engineer may waive such requirements when side slopes are less than a 4:1 ratio.

Figure 11-4: Sidewalk Abutting Steep Stormwater Slope

(22) Ancillary retention areas shall be:
(a) located adjacent to the site benefiting from such improvements, and
(b) under the same ownership as the primary use or designated as a drainage easement under a recordable agreement between the property owners of both parcels. Such agreement shall clearly designate the liability and responsibility for maintenance and shall be subject to City approval prior to recording.

(23) All impervious areas shall have a minimum slope of three-tenths (0.3) percent.

G. Co-location of stormwater system with other site improvements

(1) The use of drainage facilities and vegetated buffer zones for a combination of open space, recreation, and conservation areas is a priority of the City.

(2) Parking areas may be used as retention areas by the use of restrictive inlets or restrictive pipe sizes. The parking area shall have sufficient retention area, and the discharge rate shall conform to all City requirements. A maximum water level of six (6) inches above grade will be allowed.

(3) Proposed building design may allow for a certain amount of water retention or storage on the roof area.

(4) Underground retention/detention areas (vaults) with an outfall to a public drainage facility are permissible if the requirements of this Section are otherwise met.

H. Design standards for storm sewers, drainage ditches, and swales - All stormwater facilities in City rights-of-way or easements shall meet the following City standards:
(1) All pipes shall be reinforced in concrete Class III and a minimum of fifteen (15) inches in diameter.

(2) The maximum velocity for storm sewers shall be ten (10) feet per second with a minimum velocity of two (2) feet per second. The hydraulic gradient elevation shall be one (1) foot below ground elevation.

(3) Prevention of soil erosion by stormwater shall be accomplished through control of stormwater velocity in swales and ditches. All swales and ditches shall be sodded, vegetated or lined with riprap or concrete if projected maximum stormwater velocities are greater than the maximum allowed velocity in a grassed channel. The maximum velocity in a grassed channel shall be a three and one-half (3.5) feet per second (fps). In other areas the maximum allowed stormwater velocity shall be limited by underlying soils conditions (see Table 11-1).

Table 11-1: Maximum Stormwater Velocity by Soil Type

<table>
<thead>
<tr>
<th>Type of Soil</th>
<th>Maximum Allowable FPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine Sand</td>
<td>1.5</td>
</tr>
<tr>
<td>Sandy Loam</td>
<td>1.7</td>
</tr>
<tr>
<td>Silt Loam</td>
<td>2.0</td>
</tr>
<tr>
<td>Firm Loam</td>
<td>2.5</td>
</tr>
<tr>
<td>Fine Gravel</td>
<td>2.5</td>
</tr>
<tr>
<td>Stiff Clay</td>
<td>3.7</td>
</tr>
<tr>
<td>Coarse Gravel</td>
<td>4.0</td>
</tr>
<tr>
<td>Hard Pans</td>
<td>6.0</td>
</tr>
</tbody>
</table>

(4) Existing swales and drainage ditches shall not be filled unless adequate alternative provisions are made for conveyance of water.

(5) All intermittent watercourses, such as swales, shall be vegetated.

(6) Artificial watercourses shall be designed, considering the soil type, so that the velocity of flow is low enough to prevent erosion.

11.2.3 Compliance
Property owners and contractors shall be required to implement and comply with the City’s notice to contractors regarding measures to eliminate erosion and adverse drainage impacts caused by construction activity. The City may, at its discretion, inspect construction activities for compliance, as indicated in the Code of Ordinances, and impose additional requirements or penalties, as deemed necessary.

11.2.4 Exemptions to Required Retention
A. Other agency requirements – Areas exempt from retention by the City must meet all other agencies' requirements for stormwater.

B. Existing drainage facilities credit – Proposed developments on sites with existing drainage facilities will be given credit toward the retention/detention and treatment requirements, however; at a minimum, treatment of runoff for the first one-half inch of rainfall from the contributing area shall be required as a condition of a DO.
C. Municipal separate storm sewer system (MS4) - On-site retention and treatment shall not be exempted for those businesses and industries that have the potential for adverse environmental impact on the City’s Municipal Separate Storm Sewer System (MS4). These businesses may include, but are not limited to, industries requiring coverage under the Multisector General Permit or those requiring an Individual Permit under the guidelines of the EPA's National Pollution Discharge Elimination System (NPDES).

Section 11.3 Filling of Waterbodies
The total or partial filling of any lake, pond, retention pond, or other fresh waterbody shall be subject to permitting procedures of the FDEP, the SWFWMD, the USACE, and other appropriate regulatory agencies, and requires a subsidiary permit issued by the City of Largo. A statement of public purpose shall be required including evidence that filling of fresh waterbody is clearly in the best interest of the general population of Largo.

Section 11.4 Maintenance of On-Site Stormwater Management System
Property owners shall be responsible for the cleaning, maintenance and repair of stormwater drains and drainage channels located on private property to minimize release of pollutants to the public stormwater system to the maximum extent practicable and to maintain the capacity of the stormwater facilities. Stormwater treatment facilities shall be operated and maintained pursuant to appropriate statutory provisions by the SWFWMD or other appropriate regulatory agencies. This shall include the removal of nuisance vegetation and sediment accumulations, the repair of eroded areas, routine grounds maintenance such as ground mowing and trash/debris removal, and maintenance of vegetation within easements. Where present, fountains must receive regular, consistent maintenance, which may include but not be limited to, filter systems cleaning, pump system maintenance and periodic removal of any accumulated dirt, leaves and debris.

Section 11.5 Floodplain Management
11.5.1 Scope
The provisions of Section 11.5 through 11.20, including all subsections, shall apply to all development that is wholly within or partially within a flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement repair, relocation or demolition of buildings, structures, and facilities that are exempt from the Florida Building Code; placement, installation, or replacement of tanks; placement of recreational vehicles; installation of swimming pools; and any other development.

11.5.2 Intent
The purpose of Sections 11.5 through 11.20, including all subsections, and the flood load and flood resistant construction requirements of the Florida Building Code are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:

(1) Minimize unnecessary disruption of commerce, access and public service during times of flooding;
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(2) Require the use of appropriate construction practices in order to prevent or minimize future flood damage;

(3) Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;

(4) Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;

(5) Minimize damage to public and private facilities and utilities;

(6) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;

(7) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events; and

(8) Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22.

11.5.3 Coordination with the Florida Building Code
Sections 11.5 through 11.20, including all subsections, is intended to be administered and enforced in conjunction with the Florida Building Code. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the Florida Building Code.

11.5.4 Warning
The degree of flood protection required by Sections 11.5 through 11.20, including all subsections, and the Florida Building Code, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This section does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Parts 59 and 60 may be revised by the Federal Emergency Management Agency, requiring this City to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guaranty of vested use, existing use, or future use is implied or expressed by compliance with this section.

11.5.5 Disclaimer of Liability
Sections 11.5 through 11.20, including all subsections, shall not create liability on the part of the City or by any officer or employee thereof for any flood damage that results from reliance on this CDC or any administrative decision lawfully made thereunder.
Section 11.6 Applicability of Floodplain Management Regulations

11.6.1 General
Where there is conflict between a general requirement in Sections 11.5 through 11.20, including all subsections, and a specific requirement in this Sections 11.5 through 11.20, including all subsections, the specific requirement shall be applicable.

11.6.2 Areas to which this applies
Sections 11.5 through 11.20, including all subsections, shall apply to all flood hazard areas with the City, as established in Section 11.6.3.

11.6.3 Basis for establishing flood hazard areas
The Flood Insurance Study for Pinellas County, Florida and Incorporated Areas dated August 18, 2009, and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as part of Section 11.5 through 11.20, including all subsections, and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at the Community Development Department in Largo City Hall located at 201 Highland Avenue, Largo, FL 33770.

11.6.4 Submission of additional data to establish flood hazard areas
To establish flood hazard areas and base flood elevations, pursuant to Section 11.9 the Floodplain Administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed professional surveyor or digital topography accepted by the City Engineer or his designee indicates that ground elevations:

A. Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as a flood hazard area and subject to the requirements of Section 11.5 through 11.20, including all subsections, and, as applicable, the requirements of the Florida Building Code.

B. Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area, unless the applicant obtains a Letter of Map Change that removes the area for the special flood hazard area.

11.6.5 Other laws
The provisions of Sections 11.5 through 11.20, including all subsections, shall not be deemed to nullify any provisions of local, state, or federal law.

11.6.6 Abrogation and greater restrictions
Sections 11.5 through 11.20, including all subsections, supersedes any ordinance in effect for management of development in flood hazard areas. However, it is not intended to repeal or abrogate any existing code provisions including but not limited to land development regulations, other than those set forth in Section 3 of Ordinance No. 2017-21, stormwater management regulations, or the Florida Building Code. In the event of a conflict between Sections 11.5 through 11.20, including all subsections, and any other regulation, the more restrictive shall govern. Sections 11.5 through 11.20, including all subsections, shall not impair any deed.
restriction, covenant or easement, but any land that is subject to such interests shall also be
governed by this section.

11.6.7 Interpretation
In the interpretation and application of Sections 11.5 through 11.20, included all subsections, all
provisions shall be:

A. Considered as minimum requirements;
B. Liberally construed in favor of the City; and
C. Deemed neither to limit nor repeal any other powers granted to the City under state statutes.

11.7 Duties and Powers of the Floodplain Administrator
11.7.1 Designation
The Building Official is designated as the Floodplain Administrator. The Floodplain
Administrator may delegate performance of certain duties to other City employees.

11.7.2 General
The Floodplain Administrator is authorized and directed to administer and enforce the provisions
of Sections 11.5 through 11.20, including all subsections. The Floodplain Administrator shall
have the authority to render interpretations of Sections 11.5 through 11.20, including all
subsections, consistent with the intent and purpose of Sections 11.5 through 11.20, included all
subsections, and may establish policies and procedures in order to clarify the application of their
provisions. Such interpretations, policies, and procedures shall not have the effect of waiving
requirements specifically provided in Section 11.5 through 11.20, including all subsections,
without the granting of a variance pursuant to Section 11.11.

11.7.3 Applications and permits
The Floodplain Administrator, in coordination with other pertinent offices of the City, shall:

A. Review applications and plans to determine whether proposed new development will be
located in flood hazard areas;
B. Review applications for modification of any existing development in flood hazard areas for
compliance with the requirements of Sections 11.5 through 11.20, including all subsections;
C. Interpret flood hazard area boundaries where such interpretation is necessary to determine
the exact location of boundaries; a person contesting the determination shall have the
opportunity to appeal the interpretation;
   i. Provide available flood elevation and flood hazard information;
   ii. Determine whether additional flood hazard data shall be obtained from other sources or shall
be developed by an applicant;
   iii. Review applications to determine whether proposed development will be reasonably safe
from flooding;
   iv. Issue floodplain development permits or approvals for development other than buildings and
structures that are subject to the Florida Building Code, including buildings, structures and
facilities exempt from the Florida Building Code, when compliance with this section is demonstrated, or disapprove the same in the event of noncompliance; and

v. Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of Sections 11.5 through 11.20, including all subsections.

11.7.4 Substantial improvement and substantial damage determinations
For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:

A. Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;

B. Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;

C. Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; the determination requires evaluation of previous permits issued for improvements and repairs as specified in the definition of “substantial improvement”; and

D. Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the Florida Building Code and Sections 11.5 through 11.20, including all subsections, is required.

11.7.5 Modifications of the strict application of the requirements of the Florida Building Code
The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the Florida Building Code to determine whether such requests require the granting of a variance pursuant to Section 11.11.

11.7.6 Notices and orders
The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with Sections 11.5 through 11.20, including all subsections.

11.7.7 Inspections
The Floodplain Administrator shall make the required inspections as specified in Section 11.10 for development that is not subject to the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. The Floodplain Administrator shall inspect
flood hazard areas to determine if development is undertaken without issuance of the appropriate permits.

11.7.8 Other duties of the Floodplain Administrator
The Floodplain Administrator shall have other duties, including but not limited to:

(1) Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 11.10.

(2) Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to the Federal Emergency Management Agency (FEMA);

(3) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses proposed to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;

(4) Review required design certifications and documentation of elevations specified by Sections 11.5 through 11.20, including all subsections, and the Florida Building Code to determine that such certifications and documentations are complete;

(5) Notify the Federal Emergency Management Agency when the corporate boundaries of the City are modified; and

(6) Advise applicants for new buildings and structures, including substantial improvements that are located in any unit of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act (Pub. L. 97-348) and the Coastal Barrier Improvement Act of 1990 (Pub. L. 101-591) that federal flood insurance is not available on such construction; areas subject to this limitation are identified on Flood Insurance Rate Maps as “Coastal Barrier Resource System Areas” and “Otherwise Protected Areas.”

11.7.9 Floodplain management records
Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of Sections 11.5 through 11.20, including all subsections, and the flood resistant construction requirements of the Florida Building Code, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits and denial of permits; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the Florida Building Code and Sections 11.5 through 11.20, including all subsections; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to Sections 11.5 through 11.20, including all subsections, and the flood resistant construction requirements of the Florida Building Code. These records shall be available for public inspection at the Community Development Department in Largo City Hall located at 201 Highland Avenue, Largo, FL 33770.
11.8 Permits

11.8.1 Permits required
Any owner or owner's authorized agent (hereinafter “applicant”) who intends to undertake any development activity within the scope Sections 11.5 through 11.20, including all subsections, including buildings, structures and facilities exempt from the Florida Building Code, which is wholly within or partially within any flood hazard areas shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) and approval(s). No such permit or approval shall be issued until compliance with the requirements of Sections 11.5 through 11.20, including all subsections, and all other applicable codes and regulations has been satisfied.

11.8.2 Floodplain development permits or approvals
Floodplain development permits or approvals shall be issued pursuant to Sections 11.5 through 11.20, including all subsections, any development activities not subject to the requirements of the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

11.8.3 Buildings, structures and facilities exempt from the Florida Building Code
Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Parts 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the Florida Building Code and any further exemptions provided by law, which are subject to the requirements of Sections 11.5 through 11.20, including all subsections:

A. Railroads and ancillary facilities associated with the railroad.
B. Nonresidential farm buildings on farms, as provided in Section 604.50, F.S.
C. Temporary buildings or sheds used exclusively for construction purposes.
D. Mobile or modular structures used as temporary offices.
E. Those structures or facilities of electric utilities, as defined in Section 366.02, F.S., which are directly involved in the generation, transmission, or distribution of electricity.
F. Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term “chickee” means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features.
G. Family mausoleums not exceeding 250 square feet in area which are prefabricated and assembled on site or pre-assembled and delivered on site and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete.

H. Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system.
I. Structures identified in Section 553.73 (10)(k), F.S., are not exempt from the Florida Building Code if such structures are located in flood hazard areas established on Flood Insurance Rate Maps.

**11.8.4 Application for a permit or approval**
To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the Largo Building Department. The information provided shall:

A. Identify and describe the development to be covered by the permit or approval.

B. Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.

C. Indicate the use and occupancy for which the proposed development is intended.

D. Be accompanied by a site plan or construction documents as specified in Section 11.9.

E. State the valuation of the proposed work.

F. Be signed by the applicant or the applicant’s authorized agent.

G. Give such other data and information as required by the Floodplain Administrator.

**11.8.5 Validity of permit or approval**
The issuance of a floodplain development permit or approval pursuant to Sections 11.5 through 11.20, including all subsections, shall not be construed to be a permit for, or approval of, any violation of Sections 11.5 through 11.20, including all subsections, the Florida Building Code, or any other portion of the Comprehensive Development Code or the Largo City Code. The issuance of permits based on submitted applications, construction documents, and other information shall not prevent the Floodplain Administrator from requiring the correction of errors and omissions.

**11.8.6 Expiration**
A floodplain development permit or approval shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions for periods of not more than 180 days each shall be requested in writing and justifiable cause shall be demonstrated.

**11.8.7 Suspension or revocation**
The floodplain Administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of Sections 11.5 through 11.20, including all subsections, or any other provision of the Comprehensive Development Code or the Largo City Code.

**11.8.8 Other permits required**
Floodplain development permits and building permits shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following:

A. The Southwest Florida Water Management District; Section 373.036, F.S.
B. Florida Department of Health for on-site sewage treatment and disposal systems; Section 381.0065, F.S. and Chapter 64E-6, F.A.C.

C. Florida Department of Environmental Protection for construction, reconstruction, changes, or physical activities for shore protection or other activities seaward of the coastal construction control line; Section 161.141, F.S.

D. Florida Department of Environmental Protection for activities subject to the Joint Coastal permit; Section 161.055, F.S.

E. Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.

F. Federal permits and approvals.

11.9 Site Plans and Construction Documents

11.9.1 Information for development in flood hazard areas
The site plan or construction documents for any development subject to the requirements of Sections 11.5 through 11.20, including all subsections, shall be drawn to scale and shall include, as applicable to the proposed development:

A. Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.

B. Where base flood elevations or floodway data are not included in the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 11.9.2(B) or (C) of this CDC.

C. Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 11.9.2 (A).

D. Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas, new buildings shall be located landward of the reach of mean high tide.

E. Location, extent, amount, and proposed final grades of any filling, grading, or excavation.

F. Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.

G. Delineation of the Coastal Construction Control Line or notation that the site is seaward of the coastal construction control line, if applicable.

H. Extent of any proposed alteration of sand dunes or mangrove stands, provided such alteration is approved by the Florida Department of Environmental Protection.

I. Existing and proposed alignment of any proposed alteration of a watercourse.
The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required in this section but that are not required to be prepared by a registered design professional if it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance with Sections 11.5 through 11.20, including all subsections.

11.9.2 Information in flood hazard areas without base flood elevations (approximate Zone A) – Where flood hazard areas are delineated in the FIRM and base flood elevation data have not been provided, the Floodplain Administrator shall:

A. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.

B. Obtain, review, and provide to applicants base flood elevation and floodway data available from a federal or state agency or other source or require the applicant to obtain and use base flood elevation and floodway data available from a federal or state agency or other source.

C. Where base flood elevation and floodway data are not available from another source, where the available data are deemed by the Floodplain Administrator to not reasonably reflect flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:

1. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or

2. Specify that the base flood elevations is two (2) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.

D. Where the base flood elevation data is to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.

11.9.3 Additional analyses and certifications
As applicable to the location and nature of the proposed development activity, and in addition to the requirements of Sections 11.5 through 11.20, including all subsections, the applicant shall have the following analyses signed and sealed by a Florida licensed engineer for submission with the site plan and construction documents:

A. For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 11.9.4 and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.

B. For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study or on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the
cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation more than one (1) foot at any point within the City. This requirement does not apply in isolated flood hazard areas identified as Zone AO or Zone AH.

C. For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel’s flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in Section 11.9.4.

D. For activities that propose to alter sand dunes or mangrove stands in coastal high hazard areas (Zone V), an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage.

11.9.4 Submission of additional data
When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

11.10 Inspections
11.10.1 General
Development for which a floodplain development permit or approval is required shall be subject to inspection.

11.10.2 Development other than buildings and structures
The Floodplain Administrator shall inspect all development to determine compliance with the requirements of Sections 11.5 through 11.20, including all subsections, and the conditions of issued floodplain development permits or approvals.

11.10.3 Buildings, structures and facilities exempt from the Florida Building Code
The Floodplain Administrator shall inspect buildings, structures and facilities exempt from the Florida Building Code to determine compliance with the requirements of Sections 11.5 through 11.20, including all subsections, and the conditions of issued floodplain development permits or approvals.

11.10.4 Buildings, structures and facilities exempt from the Florida Building Code, lowest floor inspection
Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the Florida Building Code, or the owner’s authorized agent, shall submit to the Floodplain Administrator:
A. If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or

B. If the elevation used to determine the required elevation of the lowest floor was determined in accordance with Section 11.9.2 C (2), the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner’s authorized agent.

11.10.5 Buildings, structures and facilities exempt from the Florida Building Code, final inspection
As part of the final inspection, the owner or owner’s authorized agent shall submit to the Floodplain Administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 11.10.4.

11.10.6 Manufactured homes
The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of Sections 11.5 through 11.20, including all subsections, and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the Floodplain Administrator.

11.11 Variances and Appeals
11.11.1 General
The Planning Board shall hear and decide requests for appeals and requests for hardship relief from the floodplain application. Pursuant to Section 553.73(5), F.S., the Planning Board shall hear and decide on requests for appeals and requests for variances from the floodplain application of the flood resistant construction requirements of the Florida Building Code. This section does not apply to Section 3109 of the Florida Building Code.

11.11.2 Appeals
The Planning Board shall hear and decide Level III appeals in accordance with Section 4.4 when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the administration and enforcement of the Floodplain Management standards.

11.11.3 Limitations on authority to grant variances
The Planning Board shall base its decisions on variances on technical justifications submitted by applicants, the considerations for issuance in Section 11.11.7, the conditions of issuance set forth in Section 11.11.8, and the comments and recommendations of the Floodplain Administrator and the Building Official. The Planning Board has the right to attach such conditions as it deems necessary to further the purposes and objectives of the Floodplain Management standards.

11.11.4 Restrictions in floodways
A variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in Section 11.9.3.
11.11.5 Historic buildings
A variance may be issued for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the Florida Building Code, Existing Building, Chapter 12 Historic Buildings, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building’s continued designation as a historic building and the variance is the minimum necessary to preserve the historic character and design of the building. If the proposed work precludes the building’s continued designation as a historic building, a variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the Florida Building Code.

11.11.6 Considerations for issuance of variances
In reviewing requests for variances, the Planning Board shall consider all technical evaluations, all relevant factors, all other applicable provisions of the Florida Building Code, the Floodplain Management standards, and the following:

(1) The danger that materials and debris may be swept onto the other lands resulting in further injury or damage;

(2) The danger to life and property due to flooding or erosion damage;

(3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;

(4) The importance of the services provided by the proposed development to the community;

(5) The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;

(6) The compatibility of the proposed development with existing anticipated development;

(7) The relationship of the proposed development to the comprehensive plan and floodplain management program for the area;

(8) The safety of access to the property in times of flooding for ordinary and emergency vehicles;

(9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and

(10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.

11.11.7 Conditions for issuance of variances – Variances shall be issued only upon:
(1) Submission by the applicant, of a showing of good and sufficient cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of the Floodplain Management standards or the required elevation standards;

(2) Determination by the Planning Board that:
(a) Failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;

(b) The granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and ordinances; and

(c) The variance is the minimum necessary, considering the flood hazard, to afford relief;

(3) Receipt of a signed statement by the applicant that the variance, if granted, shall be recorded in the Office of the Clerk of the Court in such a manner that it appears in the chain of title of the affected parcel of land; and

(4) If the request is for a variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as $25 for $100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.

11.12 Violations

11.12.1 Violations
Any development that is not within the scope of the Florida Building Code but that is regulated by the Floodplain Management standards that is performed without an issued permit, that is in conflict with an issued permit, or that does not fully comply with the Floodplain Management standards, shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by Sections 11.5 through 11.20, including all subsections, or the Florida Building Code is presumed to be a violation until such time as that documentation is provided.

11.12.2 Authority
For development that is not within the scope of the Florida Building Code but that is regulated by Sections 11.5 through 11.20, including all subsections, and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner’s agent, or to the person or persons performing the work.

11.12.3 Unlawful continuance
Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.
11.13 Definitions

11.13.1 Scope
Unless otherwise expressly stated, the words and terms used in Chapter 11 that are defined in Chapter 20 shall have the meanings shown in Chapter 20.

11.13.2 Terms defined in the Florida Building Code
Terms that are not defined in Chapter 20 but are defined in the Florida Building Code, shall have the meanings ascribed to them in that code.

11.13.3 Terms not defined
Terms that are not defined in Chapter 20 shall have ordinarily accepted meanings such as the context implies.

11.14 Flood Resistant Development Buildings and Structures
11.14.1 Design and construction of buildings, structures and facilities exempt from the Florida Building Code
Pursuant to Section 11.8.3, buildings, structures, and facilities that are exempt from the Florida Building Code, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the Florida Building Code that are not walled and roofed buildings shall comply with the requirements of Section 11.20.

11.14.2 Buildings and structures seaward of the coastal construction control line
If extending, in whole or in part, seaward of the coastal construction control line and also located, in whole or in part, in a flood hazard area:

A. Buildings and structures shall be designed and constructed to comply with the more restrictive applicable requirements of the Florida Building Code, Building Section 3109 and Section 1612 or Florida Building Code, Residential Section R322.

B. Minor structures and non-habitable major structures as defined in Section 161.54, F.S., shall be designed and constructed to comply with the intent and applicable provisions of the Floodplain Management standards and ASCE 24.

11.15 Subdivisions
11.15.1 Minimum requirements
Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that:

A. Such proposal are consistent with the need to minimize flood damage and will be reasonably safe from flooding;

B. All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
C. Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

11.15.2 Subdivision plats –
Where any portion of proposed subdivisions, including manufactured home parks subdivisions, lies within a flood hazard area, the following shall be required:

A. Delineation of flood hazard areas, floodway boundaries and flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats;

B. Where the subdivision has more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM, the base flood elevations determined in accordance with Section 11.9.2(A); and

C. Compliance with the site improvement and utilities requirements of Section 11.16.

11.16 Site Improvements, Utilities and Limitations

11.16.1 Minimum requirements
All proposed new development shall be reviewed to determine that:

A. Such development is consistent with the need to minimize flood damage and will be reasonably safe from flooding;

B. All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and

C. Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

11.16.2 Sanitary sewage facilities
All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards of onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.

11.16.3 Water supply facilities
All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the system.

11.16.4 Limitations on sites in regulatory floodways
No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway unless the floodway encroachment analysis required in Section 11.9.3(A) demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.
11.16.5 Limitations on placement of fill
Subject to the limitations of Sections 11.5 through 11.20, including all subsections, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the Florida Building Code.

11.16.6 Limitations on sites in coastal high hazard areas (Zone V)
In coastal high hazard areas, alteration of sand dunes and mangrove stands shall be permitted only if such alteration is approved by the Florida Department of Environmental Protection and only if the engineering analysis required by Section 11.9.3(D) demonstrates that the proposed alteration will not increase the potential for flood damage. Construction or restoration of dunes under or around elevated buildings and structures shall comply with Section 11.20.8(C).

11.17 Manufactured Homes
11.17.1 General – All manufactured homes installed in flood hazard areas shall be installed by an installer that is licensed pursuant to Section 320.8249, F.S., and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of the Floodplain Management standards. If located seaward of the coastal construction control line, all manufactured homes shall comply with the more restrictive of the applicable requirements.

11.17.2 Foundations
All new manufactured homes and replacement manufactured homes installed on permanent, reinforced foundations that:

A. In flood hazard areas (Zone A) other than coastal high hazard areas, are designed in accordance with the foundation requirements of the Florida Building Code, Residential Section R322.2 and Sections 11.5 through 11.20, including all subsections. Foundations for manufactured homes subject to Section 11.17.6 are permitted to be reinforced piers or other foundation elements of at least equivalent strength.

B. In coastal high hazard areas (Zone V), are designed in accordance with the foundation requirements of the Florida Building Code, Residential Section R322.3 and Sections 11.5 through 11.20, including all subsections.

11.17.3 Anchoring
All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

11.17.4 Elevation
Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 11.17.5 or 11.17.6, as applicable.
11.17.5 General elevation requirement
Unless subject to the requirements of Section 11.17.6, all manufactured homes that are placed, replaced, or substantially improved on sites located: (a) outside of a manufactured home park or subdivision; (b) in a new manufactured home park or subdivision; (c) in an expansion to an existing manufactured home park or subdivision; or (d) in an existing manufactured home park or subdivision upon which a manufactured home has incurred “substantial damage” as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A) or Section R322.3 (Zone V).

11.17.6 Elevation requirement for certain existing manufactured home parks and subdivisions
Manufactured homes that are not subject to Section 11.17.5, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as a result of flooding has occurred, shall be elevated such that either the:

A. Bottom of the frame of the manufactured home is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A) or Section R322.3 (Zone V); or

B. Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than 48 inches in height above grade.

11.17.7 Enclosures
Enclosed areas below elevated manufactured homes shall comply with the requirements of the Florida Building Code, Residential Section R322.2 or R322.3 for such enclosed areas, as applicable to the flood hazard area.

11.17.8 Utility equipment
Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the Florida Building Code, Residential Section R322, as applicable to the flood hazard area.

11.18 Recreational Vehicles and Park Trailers
11.18.1 Temporary placement
Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:

(1) Be on the site for fewer than 180 consecutive days; or

(2) Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.
11.18.2 Permanent placement
Recreational vehicles and park trailers that do not meet the limitations in Section 11.18.1 for temporary placement must meet the requirements of Section 11.17 for manufactured homes.

11.19 Tanks
11.19.1 Underground tanks
Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

11.19.2 Above-ground tanks, not elevated
Above-ground tanks that do not meet the elevation requirements of Section 11.19.3 shall:

A. Be permitted in flood hazard areas (Zone A) other than coastal high hazard areas, provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty and the effects of flood-borne debris.

B. Not be permitted in coastal high hazard areas (Zone V).

11.19.3 Above-ground tanks, elevated
Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

11.19.4 Tank inlets and vents
Tank inlets, fill openings, outlets and vents shall be:

A. At or above the design flood elevation or fitted with covers designed to prevent the inflow if floodwater or outflow of the contents of the tanks during conditions of the design flood; and

B. Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

11.20 Other Development
11.20.1 General requirements for other development
All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in Sections 11.5 through 11.20, including all subsections, or the Florida Building Code, shall:

A. Be located and constructed to minimize flood damage;

B. Meet the limitations of Section 11.16.4 if located in a regulated floodway;

C. Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;

D. Be constructed of flood damage-resistant materials; and
E. Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood elevation provided it conforms to the provisions of the National Electrical Code of the Building Code of wet locations.

11.20.2 Fences in regulated floodways
Fences in regulated floodways that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the requirements of Section 11.16.4.

11.20.3 Retaining walls, sidewalks and driveways in regulated floodways
Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the requirements of Section 11.16.4.

11.20.4 Roads and watercourse crossings in regulated floodways
Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the requirements of Section 11.16.4. Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of Section 11.9.3(C).

11.20.5 Concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses in coastal high hazard areas (Zone V)
In coastal high hazard areas, concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses are permitted beneath or adjacent to buildings and structures provided the concrete slabs are designed and constructed to be:

(1) Structurally independent of the foundation system of the building or structure;

(2) Frangible and not reinforced, so as to minimize debris during flooding that is capable of causing significant damage to any structure; and

(3) Have a maximum slab thickness of not more than four (4) inches.

11.20.6 Decks and patios in coastal high hazard areas (Zone V)
In addition to the requirements of the Florida Building Code, in coastal high hazard areas decks and patios shall be located, designed, and constructed in compliance with the following:

A. A deck that is structurally attached to a building or structure shall have the bottom of the lowest horizontal structural member at or above the design flood elevation and any supporting members that extend below the design flood elevation shall comply with the foundation requirements that apply to the building or structure, which shall be designed to accommodate any increased loads resulting from the attached deck.

B. A deck or patio that is located below the design flood elevation shall be structurally independent from buildings or structures and their foundation systems, and shall be designed and constructed either to remain intact and in place during design flood conditions or to break apart into small pieces to minimize debris during flooding that is capable of causing structural damage to the building or structure or to adjacent buildings and structures.
A deck or patio that has a vertical thickness of more than twelve (12) inches or that is constructed with more than the minimum amount of fill necessary for site drainage shall not be approved unless an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to the building or structure or to adjacent buildings and structures.

D. A deck or patio that has a vertical thickness of twelve (12) inches or less and that is at natural grade or on nonstructural fill material that is similar to and compatible with local soils and is the minimum amount necessary for site drainage may be approved without requiring analysis of the impact on diversion of floodwaters or wave runup and wave reflection.

11.20.7 Other development in coastal high hazard areas (Zone V)
In coastal high hazard areas, development activities other than buildings and structures shall be permitted only if also authorized by the appropriate federal, state or local authority; if located outside the footprint of, and not structurally attached to, buildings and structures; and if analyses prepared by qualified registered design professionals demonstrate no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures. Such other development activities include but are not limited to:

A. Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;

B. Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the design flood or otherwise function to avoid obstruction of floodwaters; and

C. On-site sewage treatment and disposal systems defined in 64E-6.002, F.A.C., as filled systems or mound systems.

11.20.8 Nonstructural fill in coastal high hazard areas (Zone V) In coastal high hazard areas:
(1) Minor grading and the placement of minor quantities of nonstructural fill shall be permitted for landscaping and for drainage purposes under and around buildings.

(2) Nonstructural fill with finished slopes that are steeper than one unit vertical to five units horizontal shall be permitted only if an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures.

(3) Where authorized by the Florida Department of Environmental Protection or applicable local approval, sand dune construction and restoration of sand dunes under or around elevated buildings are permitted without additional engineering analysis or certification of the diversion of floodwater or wave runup and wave reflection if the scale and location of the dune work is consistent with local beach-dune morphology and the vertical clearance is maintained between the top of the sand dune and the lowest horizontal structural member of the building.
Chapter 12: Sign Standards

Section 12.1 Purpose and Intent –

It is the purpose of this Section to promote the public health, safety and general welfare of the City of Largo through reasonable, consistent and non-discriminatory sign standards. The sign regulations in this Section are not intended to censor speech or regulate viewpoints, but instead are intended to regulate the time, place and manner of speech as well as regulate the impact signs have on aesthetics and traffic and pedestrian safety. In order to preserve and enhance the City of Largo as a desirable community in which to live, visit, and do business, a pleasing, visually attractive environment is of the foremost importance. These sign regulations have been prepared with the intent of enhancing the visual environment of the City of Largo and promoting its continued well-being and are intended to:

A. Encourage the effective use of signs as a means of communication in the City;

B. Maintain and enhance the aesthetic environment and thereby the City's ability to attract sources of economic development and growth, including enhancing the tourism industry;

C. Improve pedestrian, bicyclist and motorist safety;

D. Minimize the possible adverse effect of signs on nearby public and private property;

E. Foster the integration of signage with architectural and landscape designs;

F. Lessen the visual clutter that may otherwise be caused by the proliferation, improper placement, illumination, animation, excessive height, and excessive size (area) of signs which compete for the attention of pedestrian and vehicular traffic;

G. Allow signs that are compatible with their surroundings and contribute to way finding, while precluding the placement of signs that contribute to sign clutter or that conceal or obstruct adjacent land uses or signs;

H. Encourage and allow signs that are appropriate to the land use designation in which they are located and consistent with the category of use and function to which they are located and consistent with the category of use and function to which they pertain;

I. Establish sign size in relationship to the scale of the lot and building on which the sign is to be placed or to which it pertains;

J. Categorize signs based upon the function that they serve and tailor the regulation of signs based upon their function;

K. Preclude signs from conflicting with the principle permitted use of the site and adjoining sites;

L. Regulate signs in a manner so as to not interfere with, obstruct the vision of or distract motorists, bicyclists or pedestrians;

M. Except to the extent expressly preempted by state or federal law, ensure that signs are constructed, installed and maintained in a safe and satisfactory manner, and protect the public from unsafe signs;
N. Preserve, conserve, protect and enhance the aesthetic and scenic beauty of the City;

O. Allow for traffic control devices consistent with national standards and whose purpose is to promote highway safety and efficiency by providing for the orderly movement of road users on streets and highways, and that notify road users of regulations and provide warning and guidance needed for the safe, uniform and efficient operation of all elements of the traffic stream;

P. Protect property values by precluding to the maximum extent possible sign-types that create a nuisance to the occupancy or use of other properties as a result of their size, height, illumination, brightness or movement;

Q. Protect property values by ensuring that sign-types, as well as the number of signs, are in harmony with buildings, neighborhoods and conforming signs in that area;

R. Regulate the appearance and design of signs in a manner that promotes and enhances the beautification of the City and that compliments the natural surroundings in recognition of this City's reliance on its natural surroundings and beautification efforts in retaining economic advantage for its resort community, as well as for its major office and industrial parks;

S. Streamline the approval process by requiring master signage plans, and

T. Enable the fair and consistent enforcement of these sign regulations.

U. To allow for government signs placed within the community that promote the City's tourism and provide information to citizens and visitors. These signs contribute to tourism by assisting tourists in finding where they want to go with ease.

Section 12.2 Authority –
This Section of the CDC implements the policies of the adopted Comprehensive Plan and the requirements of Florida Statute 163.3202(2)(f).

Section 12.3 Applicability
A. This Section applies to all new and existing development within the City.

B. This Section applies to all permanent signs within the City, without regard to whether a sign contains commercial or noncommercial copy.

C. This Section also applies to temporary signs, both with and without commercial copy.

D. Signs are regulated to the extent necessary to accomplish the above-stated objectives without interfering with the right to free speech.

E. Miscellaneous
(1) Permitted Commercial Signs;
Any permitted commercial sign is allowed to include non-commercial speech on the sign. Nothing in Section 12.7 is intended to in any way prohibit the placement of non-commercial content on any legally permitted commercial sign.

(2) Severability;
If any one or more provisions of this Chapter 12 is held to be invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, the validity, legality, and enforce-ability of the renaming provisions hereof shall not in any way be affected or impaired thereby and this Chapter 12 shall be treated as though the invalidated portions(s) had never been a part thereof.

**Section 12.4 Permitting Requirements**

**12.4.1 Permit Issuance**

No person shall erect, repair, alter, enlarge, extend, rebuild, or relocate any sign or its lighting source that is visible from a public right of way and otherwise allowed under this Section, whether permanent or temporary, unless a Development Permit (DP) has first been issued for the site.

In addition, a building permit shall be obtained to erect those signs or sign structures subject to the Florida Building Code. The requirement of a Building Permit is separate and in addition from the requirements of a DP.

**A. Form/content of permitting submissions** - A permit application for a permanent sign shall be made upon the City's application form. The application shall be accompanied by plans and specifications drawn to scale, together with any site plan required by this Section or the DCO. The City may require additional information to insure compliance with this Section. The applicant shall furnish the following information on or with the DP application form:

1. A legal survey of the real property where the sign is proposed to be located, showing the location and dimensions of all property lines, right of way lines, easements, and improvements within and adjacent to the property;
2. The land use designations for the real property on which the sign will be located;
3. The name, mailing address and telephone number of the owner(s) of the real property where the sign is proposed to be located;
4. A notarized statement of authorization signed by the owner(s) consenting to the placement of the proposed sign on the real property as well as a letter of “No Objection” from Duke Energy for any signs (with the exception of non-conventional forms of advertisement) located within ten (10) feet of the right of way or of a utility easement and/or a letter of “No Objection” from any utilities for signs located within a utility easement;
5. The name, mailing address and telephone number of the sign contractor;
6. Type of proposed sign (e.g., wall sign, freestanding monument sign);
7. The square footage of the surface area of the proposed sign;
8. If applicable, the setbacks for the proposed sign;
9. The value of the proposed sign;
10. If the proposed sign is a wall or window sign, the building frontage for the building to which the attached sign shall be affixed;
11. The number, type, location, and surface area for all existing signs on the same parcel and/or building on which the sign will be located;
(12) Indication of whether the proposed sign will be an illuminated or non-illuminated sign; and

(13) If the proposed sign is to be located on a parcel immediately adjacent to US Highway 19, a legal boundary survey must be submitted for the subject parcel depicting the highest point of US Highway 19 adjacent to the subject parcel(s)' property line(s). The highest point of US Highway 19 adjacent to the subject parcel(s) shall be measured as described in Section 12.7.3.C.

(14) If the proposed sign is a freestanding monument sign:

i. The lot frontage on all adjacent rights-of-way.

ii. The height of the proposed sign.

iii. If the applicant for a proposed sign wishes to measure sign height from the crown of the adjacent roadway, a legal boundary survey must be submitted for the subject parcel depicting the roadway crown elevation.

(15) Master Sign Plan – see Section 12.4.3.

B. Application submission - An applicant shall deliver a Development Permit application to the Building Official along with all applicable permit fees. No permit shall be issued until the appropriate application has been filed with the Building Official and/or his or her designee, or such other person as may be designated by the DCO, and all permit fees have been paid.

If the Development Permit application is granted, the permit holder shall furnish the Building Official and/or his designee, with photographs of the sign in place within thirty (30) days after the sign is altered or constructed, and which shall show compliance with any and all height, size, setback, or other requirements of this Section.

C. Review process

(1) Review criteria - The Development Permit application shall be reviewed for a determination of whether the proposed sign meets the applicable requirements of this Section and consistency with the approved master signage plan (Section 12.4.3) for the property as well as any applicable provision of the CDC.

(2) Application Review Deadlines: The review of the development permit application shall be completed within fifteen (15) business days after the receipt of the completed application by the Community Development Department. The application shall be granted or denied within that time frame. If the application is denied, the reasons for denial shall be set forth in writing and delivered to the applicant within fifteen (15) business days.

D. Inspections - The Community Development Department may make, or require, any inspections to ascertain compliance with the provisions of this Section or any other Section of the CDC, and other applicable laws and regulations.

E. Hardship relief and appeals - See Section 12.4.5.

F. Nonconforming signs present - Removal of nonconforming signs shall be required in accordance with the provisions of Section 12.6.1.

G. Failure to obtain a permit - Any work performed without a DP when one is required, shall result in the entire sign being considered illegal and subject to immediate removal at the
property owner's expense. Should it be determined that the sign is legally permissible, the
property owner shall pay three times the normal application fee to obtain a DP to retain the sign.

12.4.2 Exceptions
No permit shall be required to perform actions included within this Section:

A. Replaceable copy on sign - Change the copy on a conforming sign which is specifically
designed for the use of replaceable copy. This shall include the replacement of sign panels,
provided it does not materially alter the sign structure.

NOTE: This provision does not exempt a property owner from the requirement to bring
nonconforming signs into conformance, when applicable.

B. Simple, nonstructural maintenance - Simple nonstructural maintenance of a sign which
shall include:

(1) Paint, stucco, or other similar treatments applied to the sign's structure to improve aesthetics
and/or inhibit rust and deterioration; and

(2) Replacement of defective parts and expendable components (e.g., lighting elements, vinyl
letters).

C. Exempt signs - Signs that are exempt from permit requirements are listed in Section 12.10.
However, it is the property owner's responsibility to ensure that exempt signs are:

(1) Adequately designed and installed to preserve public safety;

(2) Removed if necessary, to avoid injuries and/or property damage which may result from the
sign being dislodged during inclement weather. Property owners should consult either a
licensed contractor, structural engineer, or the Building Official about proper design and
installation; and

(3) Erected in compliance with the standards set forth in this Section.

12.4.3 Master Sign Plan Permitting Requirements
A. Objective - To provide information about what signs already exist on a property when an
application for a development permit is made; to eliminate the need to recompute the
dimensions and location of each permitted sign when a sign administration or enforcement
question arises; and to provide for signs commensurate with the identification needs of larger,
multi-tenant sites.

B. Applicability - No Development Order (DO) or DP shall be issued unless either a master
sign plan is submitted and approved for the property, or an approved master sign plan,
consistent with the standards of this Section, is on file with the Community Development
Department. A master sign plan may be amended by filing a new master sign plan, which is
approved pursuant to the procedures and terms of this Section. A master sign plan shall be
required under the following circumstances:

(1) All applications for a DO to develop or redevelop a property;

(2) All applications for a DP involving a sign or its light source; and

(3) All applications for a DP involving exterior renovations to a building with attached signs.
C. Submission requirements - The master signage plan for a property shall consist of the following:

(1) Master sign plan application form signed by the property owner, or authorized designee, indicating the property owner's consent to the plan.

(2) Current legal survey, or site plan, showing the location and dimensions of all property lines, right-of-way, easements, and improvements (buildings, driveways, etc.) within and adjacent to the property.

(3) The location of all existing and proposed freestanding signs must be indicated.

(4) Elevation drawings showing the location and dimensions of all existing and proposed signs attached to buildings, including but not limited to wall, canopy, and projecting signs. When a building is occupied by multiple tenants, the drawings shall also indicate each occupant's linear building frontage.

(5) Scale drawings showing the dimensions and construction of all existing and proposed sign structures. Drawings for new signs, or existing signs being altered, shall be signed and sealed by a registered engineer.

12.4.4 Conditions of Development Permit
A. Duration of permit - If the work authorized under a development permit has not been completed within six (6) months after the date of issuance, the permit shall become null and void and a new application for a development permit shall be required. Issuance of a development permit shall in no way prevent the City from later declaring the sign to be nonconforming or unlawful if, upon further review of available information, the sign is found not to comply with the requirements of this Section of the CDC.

B. Revocation of Development Permit - If the work under any development permit is proceeding in violation of this Section, any other ordinance of the City, or should it be found that there has been any false statement or misrepresentation of a material fact in the application or plans on which the permit was based, the permit holder shall be notified of the violation. If the permit holder fails, refuses or is otherwise unable to make corrections within ten (10) days of his or her receipt of the notification, the Community Development Department may revoke such permit and serve notice upon such permit holder. Such notice shall be in writing and signed by the Building Official and/or his or her designee. It shall be unlawful for any person to proceed with any part of the work after such notice is issued.

C. Maintenance of signs - All portions of a sign and its supporting structure shall be maintained in a safe condition, so as not to be detrimental to public health and safety, and in neat appearance according to the following:

(1) Signs shall be structurally sound, kept in a vertical, upright position and securely attached to the applicable supporting foundation at all times.

(2) If the sign is lighted, all lights shall be maintained in working order and functioning in a safe manner.

(3) Internal electrical, mechanical or structural components shall not be exposed.

(4) Exposed surfaces shall be clean and free of rust, dents and holes.
(5) If the sign is painted, the painted surface shall be kept in good condition and shall not be peeling or flaked.

(6) Every sign shall be kept in such manner as to constitute a complete or whole sign.

(7) No trash shall be allowed to accumulate in the area around a freestanding sign and all weeds shall be kept out. Landscaping shall be properly maintained according to Chapter 10 landscape standards and/or an approved development order.

(8) All applicable maintenance standards found in Chapter 18 of the CDC.

**D. Enforcement** - Any sign found to be in a state of disrepair shall be declared a nuisance and must be brought into compliance or removed within thirty (30) days of written notice to both the property owner and occupant of the property. Upon failure to comply, the City may remove the sign at the property owner's expense. Abandoned or damaged signs shall comply with the requirements of Section 12.6.2.

**12.4.5 Hardship Relief and Appeals**

**A. Determination** - Determination of hardship relief and appeals are vested in the Planning Board. The basis for hardship relief requests and appeals shall be as follows:

(1) Hardship relief requests - Hardship relief from the terms of this Section may be justified where, owing to special conditions beyond the control of the owner of the affected property, a literal enforcement of the provisions of this Section will result in undue hardship, and so that the spirit of the requirements of this Section shall be observed, the public interest upheld, and substantial justice done.

(2) Appeal of administrative decision - Whenever it is alleged that there has been an error in any order, action, decision or determination by the Community Development Department in the enforcement and application of any provision contained within this Section or any other provisions of the CDC pertaining to development permits for a sign pursuant to this Section (including any allegation that an administrative official has failed to act within applicable time frames), the owner of the affected property may file a written appeal with the Planning Board.

(a) Appeal application requirements - The written appeal to the Planning Board shall be filed by the property with the Community Development Department within thirty (30) days of the date of the order, action, decision or determination of the Community Development Department from which the applicant wishes to appeal. The written appeal shall describe the alleged error and the applicable provisions of this Section or the City's Code pertaining to the administrative official's order, action, decision, determination, or failure to act.

(b) Appeal fee requirements - A fee must be submitted in the amount set forth in Appendix B, Section 4 of the City's Fee Schedule.

**B. Planning Board hearing** - The Planning Board shall hold a hearing within forty-five (45) days following receipt of the written hardship request or appeal by the affected property owner. The criteria contained within Section 4.3 of this CDC shall apply to the Planning Board's review of the hardship request or appeal.

(1) Planning Board decision time line - The Planning Board shall render a decision within ten (10) days following the close of the hearing. If the Planning Board does not render a decision
within (10) days following the hearing, the hardship relief request or appeal shall be deemed denied as of that date.

C. Appeal to the City Commission - As provided for in Section 6.05 of the Largo City Charter, decisions of the Planning Board may be appealed by the original case applicant or an intervening party of the Planning Board case to the City Commission by filing an application within thirty (30) days of the decision and paying the application fee established by the current fee schedule. At that time, the City Commission shall consider whether the proposed sign and/or sign structure complies with these sign regulations, the criteria set forth in Section 4.4 (Hardship) or Section 4.5 (Appeal of Administrative Decision) of the CDC as well as all other applicable provisions set forth in the CDC. The City Commission shall grant, grant with conditions, or deny the appeal within seven (7) days after such hearing. This information shall be set forth in writing and delivered to the appellant, within seven (7) days after such hearing.

D. Judicial review by the Circuit Court - The original applicant or intervening party shall have the right to seek judicial review by the Circuit Court or any other court of competent jurisdiction, within thirty (30) days of the decision by petition for writ of certiorari and shall file the same in accordance with the requirements of the law.

Section 12.5 Illegal and Prohibited Signs

12.5.1 Objective – To prevent the proliferation of uncontrolled signage that is detrimental to the welfare of the community.

12.5.2 Applicability

A. Illegal signs - An illegal sign is any sign erected or altered without a permit, or erected in non-compliance with the CDC as it existed at the time of the erection or alteration of the sign.

B. Prohibited signs - A prohibited sign is any sign not identified in this Section as an allowable sign. Examples of prohibited signs include, but are not limited to the following:

(1) Bench signs;
(2) Animated signs and attention getting devices (such as pennants, bunting, festoons, streamers, balloons, strobe lights, beacon lights, and search lights);
(3) Portable signs (such as snipe signs, bandit signs and signs on wheels, or portable structures);
(4) Signs that emit audible sound, odor, or gaseous matter such as smoke or steam;
(5) Signs on vehicles used as an advertising platform; and
(6) Any sign mounted, attached, or painted on a trailer, boat, or motor vehicle when parked, stored, or displayed conspicuously on any property in a manner intended to attract attention of the public for the purpose of advertising or identifying the business premises. This provision excludes signs indicating the name of the owner or business that are permanently painted or wrapped on the surface of the vehicle, adhesive vinyl film affixed to the interior or exterior surface of a vehicle window, or signs magnetically attached to motor vehicles or rolling stock
that are actively used in the conduct of the business. Such vehicles shall be operable and parked in a lawful manner.

(7) Signs which imitate or resemble official traffic or governmental signs and signals.

(8) Any sign which presents a potential traffic or pedestrian hazard, including signs which obstruct visibility.

**Figure 12-1: Vehicle Advertising Example**

![Vehicle Advertising Example](image)

### 12.5.3 Enforcement

Due to the inexpensive nature of most illegal and prohibited signs and the administrative burden which would be imposed by elaborate procedural prerequisites prior to their removal, the City shall remove, or caused to be removed, illegal or prohibited signs in accordance with the following procedures:

**A. 24-Hour Notice** - Any illegal or prohibited sign located on private property must be brought into compliance or removed within twenty-four (24) hours of written notice to the property owner and/or occupant of the property.

**B. Removal and disposal** - Any illegal or prohibited sign located on public property or right-of-way shall be considered abandoned and may be removed and disposed of without prior notice.

**C. Release of impounded signs** - The sign's owner may secure the release of an impounded sign upon payment of the cost incurred in removing the sign, plus daily storage fees. Signs not reclaimed within thirty (30) days shall become property of the City and may be disposed of or used as deemed appropriate by the City. The City may remove non-permitted and illegal signs at the sign owner's expense, and the City shall not be held liable for damage or disposal of such sign.
Section 12.6 Nonconforming, Abandoned and Damaged Signs

12.6.1 Nonconforming Signs
A. Objective - To have all previously permitted signs which no longer conform to the standards of this CDC (legal, nonconforming signs) within the City of Largo removed in an expeditious manner, while minimizing the cost associated with removal.

B. Applicability - Removal of all signs not conforming with the provisions of this Section shall be required. Allowable signage for developed properties shall be based on the underlying land use designation for the property. No freestanding signs shall be permitted on vacant and/or undeveloped property. The type, number, and dimensional standards for allowable signage shall be shown on a master sign plan pursuant to the requirements of this Section.

C. Removal - Removal of all nonconforming signs shall be required, when one or more of the following circumstances apply to a property containing nonconforming signs:

1. A Development Permit (DP) is required for work on a new or existing sign or its light source;
2. A DO is required for development or (re)development of the property (e.g., a Level II Full Scale Review as described under Section 3.1.2, above).

12.6.2 Abandoned and/or Damaged Signs
A. Objective - To have all abandoned or damaged signs within the City of Largo removed in an expeditious manner, while minimizing the costs associated with removal.

B. Applicability

1. Damaged sign - Any damaged sign must be repaired or replaced by the sign owner within ninety (90) days after written notification from the City of Largo.
2. Abandoned sign - Any sign pertaining to or associated with an event or business which is no longer ongoing and which has been inactive or out of business for a period of ninety (90) consecutive days or longer shall be removed by the sign owner within ninety (90) days after written notification from the City of Largo.

(a) Exception – A conforming sign that is abandoned can remain for 180 consecutive days as long as the name of the business is no longer visible on the sign face by replacing the sign copy with a blank face or covering the sign with a temporary covering, such as a sign banner or sign bag. Such sign covering shall be weather resistant and maintained in good condition.

(b) On a property with multiple tenants with a sign dedicated to the individuals tenants, if the sign is sixty percent (60%) or more blank for a period of ninety (90) days or more, it shall be removed. If the sign otherwise conforms with the requirements of this Chapter, the property owner shall be given ninety (90) days after written notice from the City, to bring the sign into compliance with all requirements of this Chapter. If the sign is nonconforming sign, it shall be removed within thirty (30) days after written notice from the City.

3. Nonconforming abandoned and/or damaged signs

(a) Any damaged nonconforming sign that requires a permit to be repaired shall be removed within thirty (30) days after written notification from the City of Largo.
(b) Any abandoned nonconforming sign pertaining to or associated with an event or business which is no longer ongoing and which has been inactive or out of business for a period of thirty (30) days consecutive days or longer shall be removed within thirty (30) days after written notification from the City of Largo

Section 12.7 General Sign Standards

12.7.1 Objective
To systematically regulate the use of signs in a manner consistent with the purposes set forth in this Section.

12.7.2 Applicability
Allowable signage for developed properties shall be based on the underlying land use designation for the property. No freestanding signs shall be permitted on vacant and/or undeveloped property. The type, number, and dimensional standards for allowable signage shall be as shown on a master sign plan and as set forth in this Section.

12.7.3 Sign Types/Area and Height Calculation
A. Freestanding monument sign - All freestanding signs shall be monument style, except for parcels which are located immediately adjacent to the US Highway 19 roadway. A monument sign is a sign with a base that is no less than seventy-five (75) percent of the proposed sign width. The distance between the bottom of the sign face and finished grade shall not be more than three (3) feet (see Figure 12-2).

Figure 12-2: Freestanding Monument Sign Dimensions

Height shall be measured from the ground at the base of the sign or crown of the adjacent road, whichever is highest in elevation, to the topmost portion of the sign (see Figure 12-3 and 12-4). No brimming under signs, for the purpose of elevating the sign, is allowed.

Figure 12-3: High Road Crown
(1) Signs with more than one display face

(a) If the interior angle between the two (2) faces is forty-five (45) degrees or less, the area to be measured will be the area of the largest face only (see Figure 12-5).
(b) If the angle between the two (2) sign faces is greater than forty-five (45) degrees, the Sign Area to be measured will be the sum of the area of the two (2) faces (See Figure 12-6).

(c) The sign area for signs with three (3) or four (4) display faces is fifty (50) percent of the sum of the areas of all sign faces (See Figure 12-7).

B. Wall-mounted signs (glass, canopy, lettering and/or projecting) - Maximum area allowed for wall signs shall be calculated as the lesser of the Aggregate Sign Area defined below, to the maximum square feet shown as follows:
Industrial or Residential: 50 Square Feet
Medical-Related/Institutional/Arts/Recreation/Entertainment: 100 Square Feet
Commercial/Office: 150 Square Feet

(1) Computation of sign surface of individual cabinet or panel sign (flush elements) - Compute by means of the smallest geometric shape, or combination thereof that will encompass the extreme limit of the copy, representation, logo, emblem, or other display, together with any material or color forming an integral part of the background or the display or used to differentiate the sign from the backdrop or structure against which it is attached or affixed, but not including any support framework, bracing, or decorative fence or wall when such fence or wall otherwise meets the pertinent land use regulations and is clearly incidental to the display itself.

(2) Calculation of sign surface area of individual signs mounted letters or symbols (raised elements)

(a) Freestanding property - When a sign is composed of individual mounted letters or symbols, the sign surface area shall be determined by means of the total or the smallest contiguous square, rectangle, circle, triangle, or combination thereof that will encompass each letter, representation, logo, emblem or other display. Any visible structural, mechanical or fastening component shall be included within the computation of sign surface area (see Figure 12-8).

Figure 12-8: Measuring Sign Lettering for Aggregate Area

(b) Multiple occupancy properties - Multiple occupancy properties may have sign face area calculated based on each occupant's portion of the building frontage oriented toward the means of customer access (regardless of the building's orientation toward the street). For these purposes, building frontage shall be measured as the distance from fire-wall separation to fire-wall separation or exterior wall. Occupants which are interior to the building or another occupant's space shall not be allocated separate signage.

(3) Total area - Total area shall be determined by total square footage of all individual signs added together. Maximum sign face area shall be based on the length of building wall(s) facing
right-of-way; however signs may be distributed on any of the building’s walls. Wall signs are not allowed on individual residential lots.

(4) Minimum clearance - Shall be measured from the base of the sign or canopy to the ground below. A minimum of eight (8) feet of clearance is required over pedestrian areas. A minimum of fourteen (14) feet is required over vehicular use areas (Figure 12-9).

**Figure 12-9: Projecting Sign Minimum Clearance**

![Diagram of projecting sign minimum clearance](image)

C. US Highway 19 signs - Parcels which are immediately adjacent to US Highway 19, with direct access to the roadway via a service or frontage road, are permitted one (1) freestanding monument sign or pole sign located adjacent to US Highway 19, up to a maximum of fourteen (14) feet in height above the crown of the road. The crown of the road is measured as the highest point of the driving surface of the road, excluding any sidewalks, “jersey barriers,” etc. as depicted in Figure 12-10. Landscaping at the base of the pole shall comply with the requirements of Chapter 10 of this CDC.

The sign face area allowable on all applicable parcels immediately adjacent to US Highway 19 shall be determined based on roadway classification, the total amount of building frontage and land use designation applicable to the subject parcel where the sign is to be located and in accordance with Table 12-2. Freestanding signs constructed pursuant to this Section may be increased by up to an additional twenty-five (25) percent. Any increase in sign face square footage granted pursuant to the Section is not transferable to any other sign located on the subject parcel or any other parcel.
D. High rise signs - For buildings over three (3) stories in height, additional wall sign area shall be permitted above the third floor of the building. The additional allowable sign area shall be three (3) square feet per each vertical foot of building height (excluding antennas and other attachments) up to a maximum of three hundred (300) square feet. The additional sign area allowed for buildings over three (3) stories cannot be transferred to projecting signs, monument signs, or signs located below the third story.

E. Grand Opening Banners and Promotional Signs – These are signs that are designed for short periods of display and are intended to promote new businesses, grand openings and special business events or promotions.

(1) Applicability – Grand Opening Banners/Promotional signs include banner signs, feather signs, as well non-conventional forms of advertisement which encompasses persons dressed as characters or products or persons holding signs/waving and/or inflatables, as well as portable messaging signs.

(2) Time Limits – Grand Opening Banners/Promotional signs may be displayed in fifteen (15) continuous day increments, per permit, up to a maximum of forty-five (45) business days per business per year. The cost of a grand opening banners and promotional sign permit is offered at no charge for grand opening signs posted no more than fifteen (15) continuous days from date of issuance of certificate of occupancy following acceptance of a completed grand opening banners/promotional sign permit.

(3) Land use - Shall be allowed in all Future Land Use Designations, with the exception of low-density residential land use categories.

(4) Permit and fee – The applicant shall submit a fee in accordance with the then current fee schedule. In addition, the applicant must also submit:

(a) The City’s grand opening banners/promotional sign permit application, with letter of authorization from the property owner(s) or authorized agent;
City of Largo, FL: Comprehensive Development Code

(b). A current, legal survey, or dimensioned sketch, showing the location of the grand opening banners/promotional sign(s) in relations to property lines, rights-of-way, easements, and improvements (buildings, driveways, etc.) within, and adjacent to, the property.

(c) All non-conventional grand opening banners/promotional signs also require the acceptance of a temporary event permit (see Section 16.6).

(5) Placement - Signs included under the grand opening banners/promotional sign permit must be set back at least fifteen (15) feet from property lines and not obstructing required visibility triangles.

(6) Maximum dimensions

(a) Affixed to building - Banner signs are not to exceed thirty-two (32) square feet and eight (8) feet in height. Signs must be securely affixed to a building.

(b) Freestanding temporary sign (including portable messaging signs) – Freestanding temporary signs are not to exceed thirty-two (32) square feet total and eight (8) feet in height.

(c) Attached to pole - One (1) fabric attached to a vertical pole (feather sign) not to exceed twelve (12) ft. in height and thirty-two (32) square feet in total area (see Figure 12-11).

Table 12-1: Grand Opening Banner/Promotional Sign

<table>
<thead>
<tr>
<th>Grand Opening/Promotional Sign</th>
<th>Max Length of Display</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>15 continuous days per permit, not to exceed 45 calendar days per year</td>
<td>Fee schedule rate – per year</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Max Sign Dimensions</th>
<th>32 sq. ft. total, 8’ high (either freestanding or attached to building)</th>
<th>32 sq. ft. total, 12’ high (feather)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Inflatable are limited to 25’ in height, must be ground-mounted. Copy on an inflatable shall be in lieu of, and subject to the standards for, allowable temporary sign area, which is limited to thirty-two (32 sq. ft. total).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Permit Required</th>
<th>Banner or feather sign – temporary sign permit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-conventional – grand opening/promotional sign permit + temporary event permit</td>
<td>No grand opening/promotional sign permit is required for signs associated with City – sponsored events. This does not include events on City property that are not City-sponsored.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Max Numbered</th>
<th>One (1) grand opening/promotional sign per business. No more than one (1) inflatable per property</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Permitted Land Use</th>
<th>Shall be allowed in all Future Land Use Designations, with all exception of low-density residential land use categories.</th>
</tr>
</thead>
</table>

| Placement | Must be set back at least fifteen (15) feet from property lines and not obstructing required visibility triangles. |
(d) Inflatables - One (1) inflatable, twenty-five (25) feet in height. Must be ground mounted. Copy on an inflatable shall be in lieu of, and subject to the standards for, allowable temporary sign area, which is limited to thirty-two (32) square feet total.

F. Construction signs (during construction on adjacent public right-of-way) - The DCO, or his/her designee, shall make a determination when temporary signage is required to overcome decreased visibility resulting from construction projects lasting one (1) month or longer in duration.

The DCO, or his/her designee, shall notify the occupants of each affected property of their eligibility for said signage. Each affected property is limited to a signage area of thirty-two (32) square feet. Signs may not exceed eight (8) feet in height and must be placed at least fifteen (15) feet from the right-of-way. The applicant shall submit a fee in accordance with the then current fee schedule.

G. Off-site signs and billboards

(1) Existing billboards - Regulated pursuant to the Development Outdoor Advertising/ Billboard Agreements, adopted by City Commission on May 4, 2010, between CBS Outdoor, Inc., and Clear Channel Outdoor, Inc., and the City. Annexed property with billboards are governed through either annexation agreement or through an agreement between the sign company and the City.

(2) Proposed billboards or off-site signs - No off-site commercial signs shall be permitted within the City of Largo. No new billboards shall be allowed except as permitted by a written agreement between the City and the company proposing to construct the new billboard.

12.7.4 Types of Sign Display Permitted

A. Changeable copy - Property owners may integrate manual or electronic message centers, poster panels or cabinets, and similar displays into the design of conforming freestanding and
wall signs on the property. Changeable copy on freestanding signs shall be at least four (4) inches in height, six (6) inches or larger is preferable. Electronic message boards shall not be programmed to flash, travel (scroll messages horizontally), or simulate moving text or objects, nor shall messages be changed more than once every five (5) seconds.

B. Sign illumination - Sign illumination systems shall be designed to not emit or cause the reflection of glaring or flashing light onto adjacent properties and rights-of-way. Lighting elements shall be shielded so that they do not distract or inhibit the vision of pedestrians, bicyclists, and motorists.

(1) Non-hazardous glare - Lighting for signs shall not create a hazardous glare for pedestrians or vehicles, either in a public street or any private premises.

(2) Shielded light source - The light source, whether internal to the sign or external, shall be shielded from view. This requirement is not intended to preclude the use of diffused exposed neon.

(3) Focus of sign illumination - Shall utilize focused light fixtures that do not allow light or glare to shine above the horizontal plane of the top of the sign or onto any public roadway or adjoining property.

(4) Maximum illumination – No portion of an illuminated sign shall have a luminance greater than two hundred (200) foot candles as measured within six (6) inches of the sign face.

12.7.5 Aesthetic Standards
A. Color scheme - Freestanding monument signs shall provide a neutral color scheme.

B. Materials - Freestanding monument signs shall be integrated with the design and materials of the building. For example, the base of the sign may be made of the same materials as the building and may echo the style of the building facade.

C. Landscape at pole sign base - Freestanding signs permitted along the US Highway 19 roadway in accordance with Section 12.7.3.C. shall have a minimum 200 square foot landscaped area located at the base of the sign, excluding the area occupied by the base of the sign, designed in accordance with the landscaping design standards of Chapter 10.

12.7.6 Locational Restrictions
A. Right-of-way, public property or easement - No sign shall be erected on or allowed to project over public property, rights-of-way, or easements (except signs erected by duly authorized government agencies and/or public utility providers).

B. Private easement - Permission of the easement holder shall be required to erect a sign within a private easement.

C. Maintain clear visibility triangle - No sign shall be permitted that will obstruct the visibility triangle.

D. Other sign obstruction - No sign shall be permitted that will obstruct or otherwise interfere with visibility of a directional, warning, regulatory, or governmental sign, signal or device.
E. Attachment to landscape or public infrastructure - No sign shall be attached to a tree, shrub, or any public utility pole, light standard, or other public infrastructure (except signs erected by duly authorized government agencies and/or public utility providers).

F. Freestanding sign obstruction - No freestanding sign shall be permitted that will obscure more than ten (10) percent of an existing conforming freestanding sign that is within one hundred (100) feet of the proposed sign, when viewed from the same side of the right-of-way at a distance of two hundred (200) feet. Measurements shall be made from the property line.

G. Highest point - The top of a wall, canopy, or projecting sign shall be no higher than eighteen (18) inches above the highest point of the roof or building wall, whichever is highest.

12.7.7 Address/Occupant Identification Display
A. Objective - To maintain and improve public safety by establishing standards that assist emergency vehicle drivers and other motorists to identify the location of property within the City.

B. Applicability - All sites with street frontage.

C. Location - All properties in the City are required to have the assigned street address displayed conspicuously on each primary building entrance. Each occupant of a multiple occupancy property shall display the address on both the primary front and rear entrance. The address shall be displayed either on or within five (5) feet of the door using numerals/letters that are at least three (3) inches in height.

Figure 12-13: Placement of Business Address

(1) On freestanding signs - All freestanding signs shall display the street address/address range assigned to occupants of the property. Address numerals/letters shall be at least six (6) inches high and shall provide sufficient contrast in color to be legible to vehicular traffic on the adjacent right-of-way. Decorative accouterments containing only property addresses are exempt from calculation as sign face area, provided that the accouterments does not increase the sign's area by more than twenty (20) percent. Addresses incorporated into the sign face shall be calculated as part of the sign area (see Figure 12-14).
(2) On canopies or awnings (optional) - Address and/or occupant identification signs integrated into the fringe or leading edge of a canopy or awning shall be exempt from calculation as sign face area, provided the numerals/letters do not exceed six (6) inches in height.

(3) Suspended under canopies (optional) - Address and/or occupant identification signs suspended from canopies covering pedestrian walkways shall be exempt from calculation as sign face area, provided that the sign does not exceed four (4) square feet. The sign shall be placed perpendicular to the face of the building and the bottom of the sign shall be at least eight (8) feet above grade.

D. Sign face area calculation exemption - Occupant identification signs displayed adjacent to the address shall be exempted from calculation as sign face area, provided that the sign face area does not exceed four (4) square feet.

Section 12.8 Master Sign Plans - A Master sign plan is required for all sites where DP is required (see Section 3.1.2)

12.8.1 Master Sign Plan for Non-Residential Developments

A. Sign area calculations - The Master sign plan uses an aggregate of all sign area associated with a site as the basis for the allocation of sign area to individual signs. Aggregate sign area shall be calculated as follows: 2.5 square feet per one (1) linear foot of building frontage along principal arterial or highways, 2 square feet per one (1) linear foot of building frontage along all other streets, up to the maximum allowable dimensions.

(1) Where a site has less than fifty (50) feet of property frontage on one public street, at least one (1) freestanding sign may be installed, to the maximum below, subject to being subtracted from the aggregate sign area as described above:

One freestanding sign, not to exceed forty (48) square feet in area and eight (8) feet in height

(2) Where a site has 500 feet or more of property frontage on one public street, two (2) freestanding signs may be installed, to the maximum below, subject to being subtracted from the aggregate sign area as described above:

Two (2) freestanding signs at 80 square feet each, 8 feet high (300 ft. minimum separation between all signs) or one (1) freestanding sign at 160 square feet, 8 feet high.
(3) Where a site has frontage on two (2) or more public streets, freestanding signs are allowed based on the following formulas:

(a) Where a site has less than 500 feet of total frontage on more than one public street:

One (1) freestanding sign per frontage, subject to a maximum sign area of 80 square feet per sign; a total sign area for all signs of 160 square feet and a maximum sign height of 8 feet; or one (1) freestanding sign at 160 square feet, 8 feet high on the street with the highest road classification.

(b) Where a site has 500 feet or more property frontage on more than one public street, including at least one principal arterial or highway:

One (1) freestanding sign per frontage, subject to a maximum sign area of 80 square feet per sign, a total sign area for all signs of 160 square feet and a maximum sign height of 8 feet; except that one (1) freestanding monument sign may be 12 feet high on the principal arterial or one of the principal arterials.

(4) Where a site has 500 feet or more property frontage on more than one (1) public street, including at least one (1) principal arterial or highway, and is a multi-building site:

One (1) freestanding sign per frontage, subject to a maximum sign area of 80 square feet per sign or a total sign area for all signs of 160 square feet and a maximum sign height of 8 feet; except that one (1) freestanding monument sign may be 12 feet high on the principal arterial or one of the principal arterials. An additional twenty-five (25) square feet of freestanding monument directory sign is permitted for each street frontage of multi-tenant commercial or industrial sites with 75,000 sq. ft. or more of building area. Such sign(s) shall be located only on internal drives for the purpose of directing traffic within the site itself and shall not exceed five (5) feet in height. It shall be exempt from sign area calculations.

(5) Where a site has 1,000 feet or more property frontage on more than one (1) public street, including at least one (1) principal arterial or highway, and is a multi-building and multi-tenant site:

One (1) freestanding sign per frontage, subject to a maximum sign area of 150 square feet per sign or a total sign area for all signs of 300 square feet and a maximum sign height of 12 feet; except that one (1) freestanding monument sign may be 12 feet high on the principal arterial or one of the principal arterials. An additional fifty (50) square feet of freestanding monument directory sign is permitted for each street frontage of multi-tenant commercial or industrial sites with 75,000 sq. ft. or more of building area. Such sign(s) shall be located only on internal drives for the purpose of directing traffic within the site itself and shall not exceed five (5) feet in height. It shall be exempt from sign area calculations.

12.8.2 Master Sign Plan for Residential Developments

A. Sign area calculation - Subdivisions/ Multi-Family/Mobile Home Parks – shall be allowed up to two (2) single-faced signs per entrance, one on each side of the entrance if the subdivision/development is located on both sides of the entry, or one (1) double-faced sign per entrance. The maximum allowable sign face area is fifty (50) square feet with a maximum height of eight (8) feet. Residential subdivision signs shall not be internally illuminated.
Section 12.9 Alternate Master Sign Plans

12.9.1 Alternate Master Sign Plan for Non-Residential Developments
The intent of the alternate master sign plan is to provide flexibility for sign size, height and placement, responding to the special needs for both project and tenant visibility of multi-building / tenant campuses of regional size and significance, particularly located along high traffic corridors and in activity centers.

A. Applicability - To qualify for an alternate master sign plan, a site must have all of the following characteristics:

(1) The site is a campus or complex of non-residential buildings and/or non-residential multi-tenant spaces (such as a medical campus or shopping center); and

(2) The site is at least three (3) acres in size; and,

(3) All parcels and buildings are either under a single ownership or there is a shared ownership across all parcels and buildings (represented by a property owners association, a unity of title, unified management, or similar mechanism showing joint ownership); and,

(4) All parcels and buildings are served by shared internal vehicular circulation and parking, and the site functions as a unified development; and,

(5) The site has frontage on at least one principal arterial or highway.

B. Design standards - All freestanding signs approved under an alternate master sign must reflect the architecture of the buildings on the site, using similar materials, styles, and architectural treatments. Freestanding monument signs above twelve (12) feet in height that are approved as part of an alternate master sign plan may be partially open at the base. The opening shall not exceed half the height of the proposed sign at the base for better visibility by motorists, bicyclists and pedestrians, as long as the sign is supported by at least two structural supports. The two structural supports shall be designed to match the primary sign utilizing similar architectural design and materials, including but not limited to color and any trim work.

12.9.2 Alternate Master Sign Plan for Multi-Family Developments (Including Assisted Living Facilities)
A. Applicability -

(1) Developments must contain at least 50 units.

(2) Development must be located on a minimum of six (6) acres.

B. Standards -

(1) Freestanding signs shall be limited to seventy-two (72) square feet in area and a height of twelve (12) feet.

(2) Shall meet any other applicable requirements of this CDC.

C. Restrictions - Shall not apply to Mobile Home communities and single-family subdivisions, duplex or triplex units.
12.9.3 Bonus Height and Area for Alternate Master Signage Plans
As part of a proposed Alternate Master Sign Plan, the Development Control Officer (DCO) may make a finding that additional bonus height and/or size for a freestanding sign(s) is warranted. Sign face area shall not exceed twenty-four (24) feet in height and 200 square feet in area. The provision of this additional height and square footage may be granted by the DCO, based on the following:

1. A proposed freestanding sign(s) provides a level of architectural quality significantly above that required by this Section; and,

2. A special need for visibility is demonstrated based on the characteristics of the adjacent street(s), and/or;

3. The site is a campus or complex of buildings and/or multi-tenant spaces with regional significance and identification needs.

4. The DCO’s finding(s) shall then be presented to the Planning Board for final determination and approval of the Alternate Master Sign Plan.

12.9.4 Free Standing Identification Signs
A part of a proposed alternate master sign plan, freestanding identification signs for the entire campus (including individual tenant or owner identification as well as directory signage) may be proposed to be placed on any parcel contained within the campus/complex, subject to a finding by the DCO that the proposed sign location(s) appropriately serve to identify the entire campus/complex. Directory or directional signage that is designed to be part of an identity plan for an entire campus/complex may be placed appropriately throughout the campus/complex and will not be counted toward the maximum allowed sign area.

Section 12.10 Development Permit Not Required –
A Development Permit is not required for the following sign types, provided all other provisions of this section of the CDC are met:

- Window signs
- Address/Occupant Signs
- Occupant Directory/Locator Maps
- Product Signs
- Flags
- Real Estate Signs
- Construction Signs
- Directional, Warning and/or Regulatory/ Information Signs
- Vehicle Signs
- Temporary Signs

A. Window signs
City of Largo, FL: Comprehensive Development Code

(1) Total allowable window coverage - One (1) sign at thirty-two (32) square feet, eight (8) feet high. Several smaller signs may be used in lieu of one (1) larger sign, up to the maximum sq. ft allowed, but all signs must be placed within a distance spanning no more than twenty (20) feet across in order to minimize sign clutter. Maximum allowable coverage is twenty-five (25) percent, of glass area or 100 square feet.

This requirement shall in no way preclude nor hinder the placement of non-commercial content on any legally permitted freestanding sign or wall sign.

(1) Total allowable window coverage - One (1) sign at thirty-two (32) square feet, eight (8) feet high. Several smaller signs may be used in lieu of one (1) larger sign, up to the maximum sq. ft allowed, but all signs must be placed within a distance spanning no more than twenty (20) feet across in order to minimize sign clutter. Maximum allowable coverage is twenty-five (25) percent, of glass area or 100 square feet.

Figure 12-15: Allowable Coverage by Window Signs

(2) Applicability – Shall not be permitted on RH, RM, RLM, RU, RL, RS, RE or RR land use designations. An electrical permit may be required, if applicable.

B. Address/occupant identification signs - Address/occupant identification signs are required on all buildings and freestanding signs. For specific location and size requirements, see Section 12.7.7.

C. Commercial occupant directory/locator maps - Numerals/letters shall not exceed two (2) inches in height and signs must be located along pedestrian walkways or at other locations for use by pedestrians.

D. Product signs - One sign, a maximum of four (4) square feet in size may be displayed outdoors. Signs must be displayed in the immediate proximity to the product(s) to which they pertain and must be removed when no longer applicable.

E. Flags –

(1) Maximum number
City of Largo, FL: Comprehensive Development Code

(a) Residential – In addition to flags of the United States of America three flags per single-family, duplex or triplex lot. Three flags per parcel of land used for multifamily residential purposes.

(b) Non-residential – In addition to flags of the United States of America three flags per parcel of land used for non-residential purposes.

(c) Additional flags - Additional flags may be displayed, however, a permit will be required, and their area will be subtracted from the total sign area allowed on the property.

(2) Maximum height and flag dimensions - Flag poles may not exceed thirty-five (35) feet in height. Alternatively, flags may be displayed on an attached bracket.

(3) Placement - Flags must be set back at least fifteen (15) feet from property lines. This requirement only applies to non-residential lots.

F. Real estate signs (For Sale/Lease/Rent and/or Open House) - One (1) sign per property frontage, plus one (1) per each additional 300 feet of frontage at 16 square feet (6 square feet on individual residential lots), 8 feet high each, 300 feet minimum separation between signs. Signs must be removed when no longer applicable.

G. Construction signs (During Construction on Private Property)

(1) Duration - Only allowed during the duration of construction activity (from DP) issuance to final inspection/Certificate of Occupancy.

(2) Size - One (1) freestanding sign at 100 square feet, eight (8) feet high. Several smaller signs may be used in lieu of one (1) larger sign, up to the maximum square footage allowed, but all signs must be placed within a distance spanning no more than twenty (20) feet across in order to minimize sign clutter.

H. Directional, warning and/or regulatory/information signs

(1) Applicability - Development Permit not required, but other approvals may be required. Height restriction does not apply to signs mounted flush against principle structures.

(2) Size - One sign, a maximum of three (3) feet in height, four (4) square feet total.

(3) Larger/higher signs - May be used when required pursuant to Department of Transportation or other regulatory agency requirements. The location and design of signs not mounted flush against principle structures must be approved by both the Building Official and the City Engineer.

(4) Prohibited Signs – Any sign that imitates or resembles official traffic or government signs and signals, or otherwise presents a potential traffic or pedestrian hazard, including signs which obstruct visibility, are not allowed under this section.

I. Temporary Signs – temporary signs are signs that are designed and permitted for short periods of display.

(1) Each parcel of land within the City shall be allowed temporary signage at any given time on the parcel. Each individual sign shall be no more than three (3) square feet in size and each parcel of land shall have no more than two (2) total temporary signs at any one time.
(2) Beginning 90 days prior to and extending no more than 7 days following any election in which residents of the City are eligible to vote, additional temporary signage shall be allowed up to a maximum of five (5) signs per parcel. Each sign shall be no more than 10 square feet.

### Table 12-2 Master Sign Plan Table

<table>
<thead>
<tr>
<th>Building Frontage</th>
<th>Column A Aggregate area multiplier for all signage (building frontage)</th>
<th>Column B Sign face area (max)</th>
<th>Column C Sign height (max)</th>
<th>Column D Calculation (not to exceed Column C)</th>
<th>Maximum aggregate all signage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monument Signs</strong></td>
<td><strong>Projecting Signs/Wall/Canopy Signs</strong></td>
<td><strong>Total Signage</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Monument Signs</strong></td>
<td><strong>Projecting Signs/Wall/Canopy Signs</strong></td>
<td><strong>Total Signage</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Master Sign Plan for Non-Residential Uses**

**Along One Roadway (see Map 8-1 for roadway classifications)**

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Building Frontage</th>
<th>Aggregate Area Multiplier</th>
<th>Sign Face Area</th>
<th>Sign Height</th>
<th>Calculation</th>
<th>Maximum Aggregate All Signage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 49'</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>48 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>50' + highways &amp; principal arterials</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>120 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>50' + all other road types</td>
<td>2 sq. ft. per linear ft.</td>
<td>120 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>500' + highways &amp; principal arterials</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>2 signs: 80 sq. ft. total with 300 ft. or more at 160 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>500' + all other road types</td>
<td>2 sq. ft. per linear ft.</td>
<td>2 signs: 80 sq. ft. total with 300 ft. or one at 160 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
</tbody>
</table>

**Along More Than One Roadway**

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Building Frontage</th>
<th>Aggregate Area Multiplier</th>
<th>Sign Face Area</th>
<th>Sign Height</th>
<th>Calculation</th>
<th>Maximum Aggregate All Signage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 499'</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>2 signs: 160 sq. ft. total with 300' separation; or one sign 160 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>500' +</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>2 signs: 160 sq. ft. total with 300' separation; or one sign 160 sq. ft.</td>
<td>8 ft.</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
<tr>
<td>500' = and Multi-Building</td>
<td>2.5 sq. ft. per linear ft.</td>
<td>2 signs: 160 sq. ft. total with 300' separation; or one sign 160 sq. ft.</td>
<td>12' on one highway or arterial</td>
<td>Industrial: 50</td>
<td>Column A minus Column B</td>
<td>Column A equal to or less than Column B plus Column D</td>
</tr>
</tbody>
</table>
Table 12-3 Alternate Master Sign Plan Table

<table>
<thead>
<tr>
<th>Applicability (must meet all of the following)</th>
<th>Conditional Freestanding Monument Sign Bonus Height and Area Requirements/Provisions/Incentives</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Non Residential Uses:</strong></td>
<td>Planning Board approval based on meeting all of the criteria below:</td>
</tr>
<tr>
<td>Campus or complex of multi-tenant space</td>
<td>Shall not exceed 24 feet in height and 200 square feet in area</td>
</tr>
<tr>
<td>3+ acres</td>
<td>Signs over 12 feet in height may have a base opening less than half the overall sign height</td>
</tr>
<tr>
<td>Single or shared ownership</td>
<td>High quality architectural treatment</td>
</tr>
<tr>
<td>Shared parking with internal vehicular</td>
<td>Sign must aesthetically match architectural style of campus or complex</td>
</tr>
<tr>
<td>circulation</td>
<td>Special need for visibility must be based on the speed and design of roadways</td>
</tr>
<tr>
<td>Frontage Along at least one arterial roadway</td>
<td></td>
</tr>
<tr>
<td>Freestanding directory signs are allowed</td>
<td></td>
</tr>
<tr>
<td>within a campus, pursuant to the requirements of this Section, and not counted toward the aggregate sign area</td>
<td></td>
</tr>
<tr>
<td><strong>Multi-family Developments (Including ALFs):</strong></td>
<td></td>
</tr>
<tr>
<td>At least 50 units</td>
<td></td>
</tr>
<tr>
<td>Minimum of six (6) acres</td>
<td></td>
</tr>
<tr>
<td>Freestanding sign up to 72 sq. feet in area</td>
<td></td>
</tr>
<tr>
<td>and 12 feet in height</td>
<td></td>
</tr>
</tbody>
</table>
Freestanding directory signs are allowed within a campus, pursuant to the requirements of this Section, and no counted toward the aggregate sign area. Must be of regional significance and identification needs.

### Section 12.11 Signage in the CRDs

The standards contained within this section of the CDC apply to property within the Clearwater Largo Road and West Bay Drive Community Redevelopment Areas.

#### 12.11.1 Freestanding Signs

**A.** A (re)development shall be permitted one (1) freestanding monument sign, in compliance with the maximum sign dimensions established in Table 12-4. Signage shall be integrated with the design and materials of the building. For the base of the sign may be made of the same materials as the building and may echo the style of the building facade. An additional freestanding monument sign shall be allowed if the (re)development has more than five hundred (500) linear feet of road frontage on a single roadway, or if the (re)development takes vehicular traffic from more than one arterial roadway. Signage shall be integrated with the design and materials of the building. For the base of the sign may be made of the same materials as the building and may echo the style of the building facade. An additional freestanding monument sign shall be allowed if the (re)development has more than five hundred (500) linear feet of road frontage on a single roadway, or if the (re)development takes vehicular traffic from more than one arterial roadway. Sites with multi-tenants or multi-buildings must follow the City-wide standards contained in Table 12-2.

**B.** One (1) A-frame sign shall be allowed per separate business. The maximum overall dimensions shall be twenty-six (26) by forty-two (42) inches with a two (2) foot by three (3) foot sign area (see Figure 12-16). No permit is required.

#### Figure 12-16: A-Frame Sign Dimensions
Figure 12-17: Maximum Sign Dimensions in the CRDs

![Diagram showing maximum sign dimensions in the CRDs.]

Table 12-4: Maximum Sign Dimensions in the CRDs

<table>
<thead>
<tr>
<th>Linear Feet of Roadway Frontage</th>
<th>Monument Signs</th>
<th>Projecting Signs</th>
<th>Wall/Canopy Signs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sign face area</td>
<td>Sign height</td>
<td>Sign face area</td>
</tr>
<tr>
<td>100” or less</td>
<td>24 square feet</td>
<td>8 feet</td>
<td>8 square feet</td>
</tr>
<tr>
<td>101’ – 199’</td>
<td>48 square feet</td>
<td>8 feet</td>
<td>8 square feet</td>
</tr>
<tr>
<td>200’ – 499’</td>
<td>60 square feet</td>
<td>8 feet</td>
<td>8 square feet</td>
</tr>
<tr>
<td>More than 500’ and/or frontage on more than one arterial road</td>
<td>2 signs at 60 square feet each</td>
<td>8 feet</td>
<td>2 signs at 60 square feet each</td>
</tr>
<tr>
<td>Buildings over 3 stories</td>
<td>Depends on linear feet of road frontage</td>
<td>8 feet</td>
<td>Depends on linear feet of road frontage</td>
</tr>
</tbody>
</table>

C. Wall signs

(1) One (1) projecting sign shall be allowed for each separate business located within a (re)development.

(2) One (1) or more wall/canopy signs shall be allowed for each separate business within a (re)development, up to the maximum sign areas allowed per applicant.
(3) Signs located on (or overhanging upon) a public right-of-way shall require a hold harmless agreement to indemnify the City from any and all loss resulting from injury to, or death to, persons or damage to property arising out of, resulting from, or in any manner caused by the presence, location, use, operation, installation, maintenance, replacement, or removal of such canopy area.

**D. Transfer of allowable freestanding sign area** - Allowable freestanding sign area may be transferred and added to the maximum allowable wall signage. The additional sign area allowed for buildings over three (3) stories cannot be transferred to projecting signs, monument signs, or signs located below the third (3rd) story.

**E. Trail related uses** - Trail related uses which abut the Pinellas Trail, Duke Energy Trail, or any other designated Urban Trail shall be allowed one additional wall sign or projecting sign not to exceed thirty-two (32) square feet located on the side of the building facing the Pinellas Trail or the designated Urban Trail.

**F. Decorative banners** - Banners erected by the City of Largo to promote City sponsored events are allowed.
Chapter 13: Large Scale Retail Development Standards

Section 13.1 Purpose and Applicability

13.1.1 Purpose
To set forth standards for the architectural and site design for large scale retail uses to enhance the function of commercial development, minimize community impacts associated with such uses, and improve the visual appearance of large scale retail uses.

13.1.2 Applicability
The standards of this section shall apply to commercial uses as identified in Chapter 6, Table 6-1 Allowable Uses Within Land Use Classifications, subject to the following thresholds for gross floor area of the building:

A. New construction of freestanding retail uses, which shall include but not be limited to a home improvement store, retail warehouse club, pet store or supermarket equal to or greater than 50,000 square feet.

B. New construction of a shopping center equal to or greater than 75,000 square feet.

D. Any addition of 25,000 square feet or more to an existing freestanding commercial structure of 50,000 square feet or more.

Section 13.2 Development Standards

13.2.1 Maximum Building Footprint
A maximum building footprint for all freestanding retail uses and home improvement stores is 125,000 square feet. The Development Controls Officer (DCO) shall be authorized to require a minimum building separation between adjacent buildings to ensure that the development is consistent with the intent and purpose of this Section.

13.2.2 Building and Site Design
A. Building design
(1) Architectural Unity
(a) All buildings on the same development site shall be architecturally unified through consistent architectural style, color scheme, building materials and roof treatments.

(b) All sides of each building shall have a finished appearance with consistent architectural style, color scheme, building materials, trim features and roof treatments.

(2) Exterior Materials:
(a) Predominant exterior building materials shall be composed of high quality materials, such as architectural block, brick, concrete with an architectural finish, stucco, or glass.
(b) Exterior building materials shall not include unfinished concrete panels, pre-fabricated metal panels or smooth face concrete block.

(c) Facade colors shall be neutral or muted colors. The use of bright “primary” colors shall be prohibited. Accent colors may be brighter and more intense but shall harmonize with the dominant building color.

(3) Facades:

(a) Facades greater than one hundred (100) feet in linear length shall be articulated with recesses and projections. Recesses or projections shall be a minimum of three (3) percent of the cumulative width of the length of that facade.

(b) Ground floor primary facades shall include a minimum of four (4) of the design elements listed in this subsection along no less than sixty (60) percent of their length:

(c) All facades other than the primary facade shall contain a minimum of two of the following design elements listed in this Section along no less than forty (40) percent of their length.

(i) Arcades;

(ii) Clear glass display windows that cover at least twenty (20) percent of one facade or thirty (30) percent of two facades;

(iii) Awnings, located over windows and doors;

(iv) A repeating pattern such as banding, color change, texture change or material change;

(v) Overhanging eaves extending out from the wall at least three (3) feet with a minimum eight (8) inch fascia;

(vi) Gable, mansard or parapet roof forms;

(vii) Prominent roofline over a customer entrance;

(viii) Decorative light fixtures or wall sconces;

(ix) Clock or bell tower;

(x) Decorative landscape planters; and/or

(xi) Architectural details other than those listed above, which are integrated into the building and overall design, such as artwork, tile mosaic, decorative columns/pilasters, or reveals.

(4) Entryways

(a) Multiple entryways – Buildings shall have multiple exterior customer entrances as follows:

(i) Structures 75,000 square feet or greater shall provide a public entrance at a minimum of one (1) per 300 linear feet of facade facing an abutting public street or parking area.

(ii) At least one entrance shall be visible from the public street and connected to that street by a pedestrian sidewalk aligned with the primary entrance.

(iii) No customer entrances shall be required from the rear of the building designed for delivery and service uses.
(b) Primary Entrance – The primary entrance shall be clearly defined and highly visible. The entrance shall be accentuated with at least three (3) of the following design features:

(i) Architectural features such as outdoor patios or plazas;
(ii) Display windows;
(iii) Integral planters or wing walls;
(iv) Canopies;
(v) Arcades;
(vi) Parapets;
(vii) Peaked roofs;
(viii) Arches;
(ix) Architectural details other than those listed above, such as details of building design.

(5) Roof Treatments

(a) Roof treatments shall be designed to conceal flat roof lines, and rooftop equipment, i.e., heating, ventilating and air-conditioning units, from view from adjacent properties and rights-of-way through use of parapet walls or sloping roof planes (see Figure 13-1).

(b) Roof lines shall contain variations in roof lines to add interest to and reduce the scale of large scale retail buildings, using a change in height and type to provide visual interest.

Figure 13-1: Concealed Roof Equipment

(6) Signage – Signage shall be of a complimentary material, color, and design to the primary building,

B. Site design - Sites shall be interconnected to surrounding land uses and easily accessible from pedestrian and transit facilities.

(1) Parking lot design and orientation - Parking lots shall be distributed around the building to reduce the overall scale of the parking area and provide convenient access to the building entrance.
(a) No more than sixty (60) percent of the off-street parking area shall be located between the front facade of the building and the street for buildings facing on a single public street, except as provided in this Section.

(b) No more than seventy-five (75) percent of the off-street parking area shall be located between the front facade of the building and the street for buildings facing on two (2) public streets.

(c) Public parking areas shall not be required to be located at the rear of that portion of a building designed for delivery and services uses. The Development Controls Officer shall be authorized to approve a site plan that varies from the maximum parking standard based upon a finding that the compliance would require parking in the rear of the building and that the alternative plan fulfills the purpose and intent of this Section or complies to the maximum extent practicable considering the configuration of development in existence prior to the effective date of this Chapter of the CDC.

(d) Parking areas shall be designed so that the overall parking field is broken up into clearly defined groupings of spaces of no more than 100 spaces within each grouping (150 spaces for uses that require 501 or more parking spaces). Such groups shall be broken into individual areas and/or separated by landscaping and/or by design components of the site or building.

(e) To reduce conflicts with overall traffic flow, parking stalls shall not be located on major entry drives.

(2) Connectivity – Building sites shall be designed to promote connectivity to surrounding land uses and streets. Techniques may include development of internal street systems, interconnected driving aisles and shared access, pedestrian access, and siting of buildings in relationship to adjacent development.

(a) Internal streets, which are specifically constructed to serve the new development, and new streets shall connect to existing streets or be designed to facilitate future connections to the maximum extent possible.

(b) Interconnected driving aisles and shared access shall be provided to connect with adjoining sites.

(c) Internal street systems shall be required for sites containing multiple buildings.

(d) Siting of buildings shall take into consideration the relationship of the site to adjacent buildings and internal street systems and driving aisles to promote interconnectivity between adjacent land uses. Separation of buildings by internal streets or driving aisles may be required to promote connectivity and pedestrian orientation.

(e) Pedestrian and bicycle circulation

(i) Pedestrian connections between the primary building entrance and parking fields, external sidewalks, outparcel buildings, and transit facilities shall be provided using landscaped areas, sidewalks, and pavement markings or pavers when crossing vehicular use areas (see Figure 13-2).
(ii) Sidewalks shall be provided along the full length of the primary facade building.

(iii) Pedestrian amenities, such as covered seating areas, are strongly encouraged.

(f) Transit facilities – Developments shall designate a minimum one hundred (100) square foot area on the site plan as a transit stop, if requested by the Pinellas Suncoast Transit Authority.

(g) Outdoor storage, display areas, trash collection and loading areas:

(i) Long-term storage of shopping carts shall be accommodated within the building, or screened by a wall a minimum of four (4) feet in height of a consistent material with the building facade.

(ii) Short-term shopping cart corrals must be designed using durable, decorative material that is consistent with the building facade.

(iii) Areas for outdoor storage, trash collection and compaction, truck parking, loading docks, utility and other service functions shall be incorporated into the overall design of the building using decorative and durable materials consistent with the building facades.

(iv) All containers for outdoor storage, trash collection and compaction are required to be screened from the right-of-way and all adjacent properties. Enclosures shall be a minimum of six (6) feet in height and constructed of solid masonry walls with solid gates that totally conceal all of the contents. Where possible, they should be located behind buildings, away from streets, and obscured from public view from driveways.

(v) Additional plantings shall be provided adjacent to outdoor storage areas that are visible from the public right-of-way to further enhance the appearance of the enclosure.
13.2.3 Determination of Compliance - The DCO shall be authorized to determine compliance with the provisions of this Section. The DCO may approve a site plan that varies from these standards in order to accommodate unique site features or to provide a more innovative site design, provided that the DCO finds that the alternative plan fulfills the purpose and intent as set forth in Section 13.1 or complies to the maximum extent practicable considering the configuration of development in existence prior to the effective date of this Chapter of the CDC.
Chapter 14: Affordable Housing

Section 14.1 Affordable Housing Developments (AHDs)

14.1.1 Purpose
This Section outlines the development process, requirements, and incentives available to residential developments designated as Affordable Housing Developments (AHDs). It is intended to implement Ordinance No. 94-08, as amended, entitled, "Affordable Housing Incentive Plan," adopted by the City Commission on January 18, 1994.

Assisting and providing affordable housing increases home ownership opportunities by reducing the total cost of housing in the marketplace:

A. Ensures the availability of sufficient and affordable rental housing by providing incentives to stimulate production;
B. Permits households to freely choose among the different housing options and tenures which are available in an unrestricted market; and
C. Encourages a balanced and mixed economic community.

14.1.2 Definitions

Section 11.1 Purpose and Authority

A. Affordable housing - Quality-designed housing which is available to a household earning one hundred-twenty (120) percent or less of the area median income (adjusted for family size), which can be rented or purchased in the market without spending more than thirty (30) percent of household income.

B. Land use restriction agreement – An agreement binding the parties to limit the use of property to a particular use for the term of the agreement.

C. Set-Aside – The total number of units in a subdivision or multifamily development that are made available for households earning one hundred-twenty (120) percent or less of area median income, adjusted for household size.

D. Qualifying unit – Set-aside unit occupied by an income eligible household.

E. Affordable housing development (AHD) - A residential development which incorporates market rate units with set-aside units. A single-family infill lot is also considered an AHD if it complies with the AHD criteria of this CDC (see Section 14.1.3).

14.1.3 Minimum Criteria for AHD Designation

Single-family and multifamily residential developments and single-family infill lots are eligible for designation as an AHD, provided the following minimum criteria are met:

A. Applicant/builder requirement – The applicant must be the site developer and/or builder of the development, unless adequate provisions are in place to ensure the cost savings gained from an AHD subdivision accrue to the future lower income buyer.
B. Quality design and unit distribution – The applicant must commit to quality design and achieve comparable unit distribution for qualified units.

C. Set-aside requirement – At least ten (10) percent and no more than thirty (30) percent of the units permitted by the residential land use designation must be Set-Aside. Housing developments financed with Low Income Housing Tax Credits (LIHTC) will be considered eligible for an AHD designation, provided the income mix is consistent with the then current LIHTC program requirements. Proposed LIHTC developments located within difficult development areas, as defined by the U.S. Department of Housing and Urban Development, that are also located within the Largo Mall Area Activity Center or the Tri-City Mall/Largo Town Center Area Activity Center are permitted to set-aside up to 100 percent (100%) of the units for affordable housing.

D. Within the Community Redevelopment Districts – Housing developments in the City’s CRD’s financed with LIHTC may designate up to seventy (70) percent of the units as affordable and thirty (30) percent of the units as market rate provided the development is consistent with the respective Community Redevelopment District Plan. Within the Clearwater-Largo Community Redevelopment District (CLR-CRD) the City Commission may allow a project to exceed the maximum Set-Aside if it finds that the project meets all of the following criteria:

1. Consistent with the requirements of the Clearwater Largo Road Community Redevelopment Plan and furthers the intent of the Plan.

2. Consistent with the Housing Element of the City of Largo Comprehensive Plan.

3. The development is physically connected to the street and sidewalk network of the surrounding community.

4. The development is compatible with, and integrated into, the scale and character of the surrounding community.

5. The project includes amenities and architectural design equivalent to market-rate housing in the surrounding area.

6. A Development Agreement must be entered into pursuant to the requirements of this CDC, prior to issuance of building permits.

E. Sale or transfer of infill lots – Infill lots must be sold or transferred to eligible persons whose incomes do not exceed one hundred-twenty (120) percent of median income for the area as established by the Department of Housing and Urban Development. Prior to the sale of the lot, the prospective buyer must be certified by the City’s Community Development Department to meet the income eligibility criteria.

F. Maximum Set-Aside sale price – The maximum sale price of the Set-Aside units or infill lot shall not exceed ninety (90) percent of the median purchase price for the area provided annually by the Florida Housing Finance Corporation for the SHIP program and established by the United States Department of Treasury.

14.1.4 Types of Incentives Available for AHDs
A. Fee payment – Impact fees and development permit fees will be paid on behalf of the developer/builder utilizing State Housing Incentive Partnership (SHIP) program funds for
qualified Set-Aside lots or units, provided program funds are available. Fees paid on behalf of the developer/builder are subject to a five-year recapture period and to all other applicable requirements of the SHIP program. See Section 14.1.6.

B. Density bonus – Density increases to reduce overall land costs are available to the site developer based upon the percentage of qualified Set-Aside units provided. See Table 14-2. In order to be utilize an affordable housing density bonus, the developer must enter into an affordable housing density bonus agreement requiring the developer, its successors and assigns to maintain a certain ratio of AHD units, providing for fees for failure to maintain said ratio, providing for security for the payment of said fees, providing that the agreement shall be recorded and construed as a covenant running with the land binding all successor owners of the site, and providing for a 30 year term. The affordable housing density bonus agreement shall be subject to the review and approval of the City Manager and City Attorney.

C. Alternative development standards – Alternative development standards may be applied to the AHD project to reduce construction and site preparation costs.

14.1.5 Development Review Process
A. Review process – See Section 3.2.2, Full Scale or Section 3.3.2, City Commission Review, if a Development Agreement is required.

B. Applicant’s responsibilities – Failure to comply with conditions listed on the staff report or obtain permits required from outside agencies such as Pinellas County, Florida Department of Transportation, and Southwest Florida Water Management District may result in delays and possible denial of a DO.

14.1.6 Impact and Development Fees
Impact and development fees may be paid on behalf of the builder/developer as follows:

A. DO/permit fees - Qualifying Set-Aside units and AHD infill lots requiring a Development Permit only shall not be required to pay fees for review and approval of development plans.

B. Impact fees - The following impact fees may be paid on behalf of the builder/developer for Set-Aside units, provided SHIP housing is available: Transportation, Sewer, Water, Parkland and Recreation Facility, and Radon.

14.1.7 Density Bonus
Density bonuses shall be permitted in all land use designations that allow residential uses. The bonus shall not exceed the maximum density of the next highest land use designation. For land uses allowing fifteen (15) or more units per acre, the bonus shall not result in a density increase above eighteen (18) units per acre. The use of the density bonus shall not require a land use plan amendment.

Table 14-1: Affordability Rating

<table>
<thead>
<tr>
<th>Household</th>
<th>Type of Unit</th>
<th>Type of Unit</th>
<th>Type of Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>Bedroom 1</td>
<td>Bedroom 2</td>
<td>Bedroom 3</td>
</tr>
<tr>
<td>80%</td>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
<tr>
<td>50%</td>
<td>B</td>
<td>C</td>
<td>D</td>
</tr>
</tbody>
</table>
### Table 14-2: Maximum Density Bonus Per Acre

<table>
<thead>
<tr>
<th>Rating</th>
<th>Percentage of Units Set-Aside</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10%</td>
</tr>
<tr>
<td>A</td>
<td>1</td>
</tr>
<tr>
<td>B</td>
<td>2</td>
</tr>
<tr>
<td>C</td>
<td>3</td>
</tr>
<tr>
<td>D</td>
<td>4</td>
</tr>
</tbody>
</table>

A. **Density bonus calculation** – Tables 14-1 and 14-2 depict the maximum number of additional units allowed, based upon the initial percentage of affordable units proposed and the bedroom mix provided.

B. **Other CDC requirements** – The use of density bonuses shall not violate the compatibility, concurrency, design, or performance standards of this CDC.

C. **Within the CRDs** – Developments in the City’s Community Redevelopment Districts are eligible for a density bonus not to exceed twenty (20) percent of the current allowable density, provided the development is consistent with the respective Community Redevelopment District Plan.

For example, if the maximum density is fifteen (15) units per acre, then an AHD could increase the density to eighteen (18) units per acre \((15 \times 0.2 = 3; 15 + 3 = 18)\).

#### 14.1.8 Alternative Development Standards

The intent of furnishing a menu of alternative development standards is to provide flexibility in design for the developer/builder, while ensuring design parity and quality. The use of standards singularly, or in combination, which would negatively affect the visual quality of the residential development violates the purpose of the AHD subsection, and therefore, shall not be permitted. Upon acceptance of a residential development as an AHD designation, the development may be permitted to use the following alternative development standards:

A. Hammerheads and Y-shaped turn-a-rounds may be used in lieu of cul-de-sacs.

B. Right-of-way for local streets may be reduced from fifty (50) feet to thirty-six (36) feet and sidewalks may be located on easements rather than the right-of-way.

C. Sidewalks may be permitted on only one side of the street.

D. Private streets are permitted.

E. Sidewalks may adjoin the curb for one stop placement of both.

#### 14.1.9 Other CDC Provisions Which Support AHDs

The following features of the CDC support the reduction of costs for all residential developments and should be used in combination with this Section’s standards to promote affordable housing:

A. All standards in the CDC are performance-based, and therefore, flexibility is provided in choosing the most effective approach to balancing environmental quality against affordable residential construction.
B. Transfer of development rights is permitted from conservation areas to upland areas.

C. Zero lot line developments are allowed in all land use designations.

D. Density exchange for open space and other community amenities in order to enhance environmental quality is permissible.

E. There are no minimum floor area requirements for residential uses within residential land use designations.

F. Infill lots within existing single-family subdivisions may be developed even if less than the 5,000 square feet minimum lot size.

G. Clustering of dwelling units is permitted on lots less than 5,000 square feet, provided the total site does not violate the gross density permitted.

H. There are no minimum lot widths contained in the CDC.

J. Pre-application conferences are provided to applicants with the opportunity to explore the housing proposal's feasibility without incurring expensive engineering/architectural work (see Section 3.3.4.D.)

K. Printed manuals on compatibility, design review, concurrency, the development process, and a schedule of impact fees are available upon request.

L. Neighborhood meetings are provided to come to consensus regarding any objections identified by adjacent residents.

M. Development reviews are approved administratively rather than by citizen advisory boards.

N. Provisions exist for administrative waiver of dimensional criteria.

14.1.10 Land Use Restriction Agreements

Properties receiving an AHD designation shall be subject to covenants and restrictions running with the land for a period of five years. Anyone who purchases a lot with an AHD designation must comply with the provisions of the associated land use restriction agreement. The agreement shall be recorded in the official records in Pinellas County, shall be binding on all successors in interest for a period of five (5) years for owner-occupied units and fifteen (15) years for renter-occupied units, and shall be in a form acceptable to the City Attorney. At a minimum, the land use restriction agreement shall include the following provisions:

A. All units

(1) A statement that the impact fees and development fees shall be subject to recapture by the City for a period of five (5) years should the property no longer meet the terms of the Land Use Agreement.

(2) The total amount of fees subject to recapture.

(3) A commitment to quality, equity, and unit distribution throughout the AHD subdivision.

(4) A statement that all transactions will comply with the Fair Housing requirements established in the City Code of Ordinances.
## Example:

1) **The project:** An applicant has a 10-acre site with a land use designation of Residential Medium (15 u/a). The applicant proposes that 40% of the units will be affordable to households with incomes under 50% of median income and will have 3 bedrooms.

2) **Determine Affordability Rating:** An affordability rating of D would be applied to this proposal giving the development a density increase of 7 units per acre.

3) **Determine Maximum Pre-Bonus Density:** The maximum number of units allowed on this 10 acre parcel would be (15 u/a x 10 acres = 150 units). However, in accordance with the intensity equivalency requirements of this CDC (See Chapter 9), 3-bedroom units have the minimum required lot area of 3,960 s.f.. Therefore, a maximum of 11 units per acre would be allowed for this project before the density bonus is granted.

   10 acres x 43560 s.f./acre = 435,600 s.f.
   435,600 s.f./3960 s.f. minimum lot area = 110 units
   110 units/10 acres = 11 units per acre

4) **Add the Density Bonus:** A total of 180 units are allowed including a density bonus of 70 units. (10 acres, 7 density bonus units per acre = 70 additional units + 110 original units = 180 units.) Although the density becomes 18 units per acre (180 units/10 acres = 18 u/a), the land use designation remains Residential Medium.

### B. Fee simple units

1. A statement that the maximum sale price of the unit shall be based on the most current maximums for new homes not exceeding ninety (90) percent of the median purchase price for the area as established by the United States Department of Treasure, or a lower amount as determined by City Commission.

2. A statement that prior to the sale of the unit, at any time during the recapture period, all prospective buyers must be certified by the City’s Community Development Department to have met the income eligibility requirements.

3. A statement that the unit must be sold or transferred to eligible persons whose income does not exceed one hundred-twenty (120) percent of median income for the area as established by the Department of Housing and Urban Development.

### C. Rental units

1. The number of Set-Aside rental units

2. The rent limits for all Set-Aside units

3. The income limits proposed

4. The affordability period

#### 14.1.11 Special Needs Housing

Special needs housing, e.g., handicap housing, shall receive the incentives for income-eligible individuals, provided appropriate documentation is furnished as proof that the development is sponsored by a private nonprofit organization and the Department of Housing and Urban Development has provided a Binding Letter of Commitment.
14.1.12 AHD Program Management
Participation in the AHD program is voluntary, and therefore, it is the obligation of the applicant and their heirs and assigns to willingly accept the responsibilities and enforce the provisions which are inherent with an AHD designation.

A. AHD responsibilities - The various parties which have responsibilities as a result of an AHD designation include: the property owner, developer, builder, manager, homeowner, and tenant.

(1) Property owners and managers - An AHD designation for a multifamily rental development must ensure the income occupancy requirements are met, document tenant eligibility, establish affordable unit rents, use acceptable lease agreements, and provide a monitoring report to the Community Development Department each year the development retains its AHD designation.

(2) Tenants – Qualified tenants, as part of the lease, must agree to provide the information necessary to document income eligibility. In return for this responsibility, the tenant receives a standard unit at affordable rents.

(3) Developers/builders - Developers/builders who request AHD designation receive financial benefits in the development process through reduced holding costs, land costs, and site preparation/construction costs. In return, the developer/builder is responsible for signing a land use restriction agreement which specifies the lower income occupancy requirements for the owner-occupied unit or rental unit and the applicable affordability provisions for these units. The provisions remain in effect for five (5) and fifteen (15) years for owner- and renter-occupied units, respectively.

(4) Homeowners – The homeowner is responsible for maintaining the unit as his principal residence for five years. The unit may only be sold in full compliance with the terms of the land use restriction agreement.

B. Income eligibility – The AHD applicant and/or manager shall be required to document that the prospective homeowner or tenant purchasing or renting a qualifying unit is income eligible. Documenting prospective homeowner and tenant eligibility involves determining household annual income, verification, and obtaining an income certification.

The Community Development Department maintains specific procedures regarding what to count and not to count as income when calculating a prospective owner's or tenant's annual income.

If this income figure falls within the applicable AHD Program income limits, the prospective owner or tenant is eligible. All household income information provided by the prospective owner or tenant must be verified for accuracy. The AHD applicant, property owner, or manager must obtain a written statement from the prospective owner or tenant that the income information provided is accurate and complete. Homes and rental units that have been documented as income eligible may be designated as Qualifying Units.

C. Affordable purchase prices and rents – The purchase price to prospective homeowners, or the rents charged to tenants in Qualifying Units, are controlled. To ensure the affordability of these units, the Land Use Restriction Agreement establishes a set of maximum prices or rents that can be sold or charged for Qualifying Units. The purchase prices and rent limits are based upon area median income and are subject to change annually, usually between March and June of each year. Income limits and rent limits may be obtained from the Community Development
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Department. AHD applicants are required to abide by the Fair Housing requirements as contained in the Largo Code of Ordinances.
Chapter 15: Supplemental Standards

Section 15.1 Duplex and Triplex Dwelling Units

15.1.1 Purpose –
This Section outlines the development process, requirements, and incentives available to construct duplex and triplex units. It is intended to implement, in part, Ordinance No. 94-08, as amended, entitled, "Affordable Housing Incentive Plan." It is further the intent of this subsection to ensure compatibility with adjacent neighborhoods, protect the property values of existing homeowners, and enhance the quality of life.

The provision of home ownership is a major emphasis of Largo's housing incentive program; however, an equally important objective of the City's housing efforts is to promote quality livable housing conditions for people to rent at an affordable price. These provisions are designed to provide development opportunities for vacant infill lots and should not provide for, or promote, the disinvestment or conversion of existing single-family detached dwellings. Finally, it is the intent of this Section to design duplex and triplex units to be compatible with the surrounding residential neighborhood.

15.1.2 Applicability – These supplemental standards pertain only to the following dwelling unit types:
A. Duplex – A structure containing two (2) dwelling units.
B. Triplex – A structure containing three (3) dwelling units.
C. Not applicable -
   (1) Multifamily – These supplemental standards are not applicable to multifamily residential developments of four (4) dwelling units or more.
   (2) New development – These supplemental standards are infill standards that do not apply to new development. All new development must comply with the minimum lot size requirements of the underlying land use.

15.1.3 Locational restrictions
Duplex and triplex structures shall be allowed where indicated on Table 6-1 and 6-2 of this CDC. These structures are not permitted in platted single-family subdivisions, where the physical character of the neighborhood is clearly single-family detached in nature. However, they are permitted in those areas which have an existing mix of dwelling types already in existence. Construction and reconstruction of these dwelling types requires full compliance with these supplemental standards.

15.1.4 Density and Intensity
A. Density – Maximum permissible density of dwelling units developed under these standards may exceed the density limits of the underlying land use classification, provided the lot area provisions for the development are met.
B. Lot area – Minimum lot area standards are established for all new residential developments. The minimum lot area standards for residential uses developed under the provisions of this subsection do not vary from one land use designation to another.

(1) A minimum lot area of 3,500 square feet per unit is required. The minimum permissible lot area requirement by structure type is:

(a) Duplex: 7,000 square feet; and

(b) Triplex: 10,500 square feet;

(2) If an existing lot does not have the minimum area required for a duplex or triplex unit, it may acquire land from an adjacent lot only if the adjacent lot will remain conforming with respect to all standards of this CDC, and both lots are replatted in accordance with the requirements of this CDC.

15.1.5 Design standards
In order to promote the long-term economic viability of neighborhoods, duplex and triplex dwelling units shall be designed to blend with surrounding single-family dwelling units. The development of any residential duplex and triplex dwelling unit shall meet all applicable residential performance standards of this CDC and the following requirements:

A. Parking and access standards

(1) Parking for a minimum of two vehicles shall be provided per dwelling unit.

(2) Parking areas for each unit shall be designed to replicate a single-family residential driveway.

(3) A garage or carport must be provided for each unit. Although garages are preferred, a carport is permitted in cases where seventy (70) percent or more of the adjacent residential units within three hundred (300) feet (1/2 city block) on both sides and across the street from the subject property have carports.

(4) Parking lots in front of the subject property shall not be permitted.

B. Building frontage

(1) Minimum width - The minimum building width of a duplex or triplex shall be no less than the average building width for the existing residential lots within 300 feet (1/2 city block) on both sides and across the street from the subject property.

(2) Facade – The building facade shall have the appearance of a single-family home with symmetrically placed windows and at least one entry door facing the street. Structures shall not be built sideways into the lot where a blank wall is the only part of the structure visible from the street. The purpose of this requirement is to ensure that the structure has the appearance of a single-family home regardless of the number of dwelling units within the structure.

(3) Private space -- To promote a sense of private space for each unit, the residential design must incorporate private patios not visible from the adjacent streets or similar private spaces which are internally orientated to the living space for each unit.
C. Low-maintenance building materials -- Use of low-maintenance building materials in construction of residential dwelling units shall be required, where possible. Achieving the intent of this provision will be assessed by the Building Official or the Development Controls Officer (DCO) during the building plan review. For example: decorative plastic fencing is preferred over wood fencing, and aluminum siding is preferred over wood siding (except in the context of historic preservation improvements).

D. Landscaping

(1) All landscaping standards for single-family homes shall apply to duplex and triplex units.

(2) The use of drought-tolerant native plantings is encouraged to ensure minimum maintenance requirements.

15.1.6 Permitting Requirements
A. Design review

(1) All proposed duplex or triplex units must submit a site plan and architectural elevations of all sides visible from adjacent roadways for evaluation by the Development Review Committee (DRC), during a full scale site plan review, to ensure compliance with design standards and neighborhood compatibility requirements of this CDC.

(2) Review, comment, and endorsement of the schematic design by the DRC is a prerequisite of building plan review and approval. DRC comments shall be included in the building design prior to submission for Building Permit review.

B. Appeals

(1) The stipulations set forth from the DRC review shall be considered requirements of the Development Permit, subject to appeal to the DCO.

(2) The decision of the DCO shall be considered an administrative review which may be appealed to the Planning Board through the Appeal of Administrative Decision procedures of this CDC by the applicant or an intervening party.

15.1.7 Prohibited Conversions and Disinvestment of Property
A. No conversion of an existing single-family home to a duplex or triplex is permitted. Single-family units, regardless of structural condition, can only be redeveloped as single-family dwelling units.

B. Disinvestment, such as withholding maintenance, in a single-family residential dwelling unit for the purpose of converting it to a duplex or triplex is strictly prohibited.

C. Vacant residential lots may be redeveloped with a duplex or triplex structure only if vacant for a period of five (5) years or more. The subsequent redevelopment must be in full compliance with this Section.

Section 15.2 Assisted Living Facilities (ALFs)

15.2.1 Purpose
To set forth standards for the protection of the health, safety, and welfare of the residents of a facility and the community at large. ALFs allow persons who are unable to live independently to
remain in the community. While ALFs have some similarities to general residential uses, these facilities may have a greater impact upon surrounding uses than similarly sized residential uses.

15.2.2 Applicability
These standards are supplementary to the performance standards of this CDC. Included among ALFs are group care homes, recovery homes, residential treatment facilities, nursing homes, and similar uses. These uses may be predominantly residential in nature, providing care to a small number of persons in a single-family home or institutional-type facilities. All facilities, regardless of the number of clients, are subject to the City's Business Tax Receipt requirements, applicable State of Florida Regulatory agency requirements, and all applicable construction standards included in Chapter 18 of this CDC. If the development consists of bona fide dwelling units, rather than sleeping quarters only, and does not provide the types of personal care normally associated with an ALF, such as shared dining, transportation, recreational programs, then it is not subject to these supplemental standards, but must comply with the requirements for multifamily developments of this CDC.

15.2.3 Restrictions
A. ALFs are not allowed in coastal high hazard areas, regardless of the number of clients served.

B. Facilities in residential areas shall conform to the character of the surrounding neighborhood. This applies to design, density, lot size, landscaping, or other factors affecting the neighborhood character. This will prevent disruption of a neighborhood due to the introduction of a dissimilar structure.

C. The following locational restrictions shall apply depending on the total number of clients served by the facility:

1. Six (6) or fewer clients - Facilities of six (6) or fewer clients are allowable within all residential, institutional, and mixed use land classifications.

2. Seven to thirteen clients - Facilities of this size are allowable only within RLM, RM, RH, institutional, and mixed use land use designations.

3. Fourteen or more clients – Facilities with fourteen (14) or more clients are allowed as a conditional use within RM, RH, CN, CG, institutional and mixed use land use land use designations.

15.2.4 Review Procedures
A. Six (6) or fewer clients - Chapter 419, F.S., provides that a facility housing six (6) or fewer clients is the functional equivalent of a single-family home and is, therefore, allowable in a single or multifamily residential area and is not subject to either a Level I or II administrative review.

B. Seven (7) to thirteen (13) clients – Where allowable, these facilities shall be administratively reviewed (Level I or II).

C. Fourteen or more clients – Where allowable, ALFs housing more than fourteen (14) clients shall be subject to review by the Planning Board (Level III).
15.2.5 Additional Standards

A. Density – Densities shall be calculated using a residential equivalency standard of two and one-half (2.5) beds equals one dwelling unit.

B. Parkland – ALFs that do not provide in-house care and services shall be required to pay parkland dedication and facility fees as a multifamily development. Facilities that provide in-house care and services shall be exempt from parkland and facility fees.

C. Signs – No signs denoting the name and/or purpose of an ALF shall be allowed for facilities with six (6) or fewer clients.

D. Parking – The DCO may authorize a reasonable reduction in the total number of required parking spaces upon submittal of a parking demand analysis which is based upon the mobility of the clients served and the medical accommodations provided. The following conditions must be met:

(1) Sufficient data to demonstrate limited access and usage of vehicles by clients must be submitted to the City and found to be valid by the City Engineer. The information submitted shall include the following:

(a) The marketing of the facility, i.e., type of clients expected to be housed;
(b) The types of medical care services provided;
(c) The expected mobility of residents;
(d) Number of employees on the largest working shift; and
(e) Expected visitation rate and visitor policies.

(2) Although the number of parking spaces may be initially reduced, a land area sufficient to provide the total required number of parking spaces shall be reserved in case of the future conversion or modification of the facility. In no case shall the reserved area be used as the minimum required buffer, parkland, or retention area accommodations.

(3) Retention area requirements shall be calculated based upon the assumption that the required parking area is to be paved. An allowable alternative is to reserve an area to accommodate retention, in the event of paving.

E. Accessory use – Assisted living facilities having fourteen (14) or more clients may include on-site medical offices to serve the health care needs of both on-site residents and off-site patients of the resident physician(s) subject to review by the Planning Board as a conditional use. In addition, the following restrictions shall apply:

(1) The on-site medical offices must be clearly incidental to the assisted living facility. The maximum floor area devoted to the on-site medical offices shall be no more than ten (10) percent of the gross floor area of the assisted living facility, or 3,500 square feet, whichever is less;

(2) Signage shall be limited to occupant identification signs, as required by Chapter 12, and shall be located on the wall only. No freestanding signs identifying the occupants shall be allowed;
(3) The assisted living facility shall dedicate parking spaces to the on-site medical offices based on the parking requirements for medical offices provided in Section 9.5; and

(4) The addition of on-site medical offices to an existing assisted living facility having fourteen (14) or more clients must receive site plan approval as per Chapter 3.

Section 15.3 Manufactured Housing (Mobile Homes and RV Parks)

15.3.1 Purpose
To recognize the importance of manufactured housing in the provision of low- and moderate-cost housing in the community and to protect the health, safety, and welfare of the community by setting forth necessary criteria for appropriate location and use of both mobile homes and recreational vehicle (RV) parks.

15.3.2 Applicability
This Section applies to all mobile home units, mobile home communities, and long term installation of recreational vehicles such as recreational vehicle (RV) parks.

15.3.3 Locational Restrictions
Mobile homes shall be allowed only within mobile home developments. Mobile home developments are allowed only on a property with the Residential Urban land use designation. No mobile home developments or RV parks shall be allowed within the Category 1 Hurricane Evacuation Zone (coastal high hazard area) as defined by the Hurricane Evacuation Level A boundary map prepared by Pinellas County Department of Emergency Management, nor within the City’s Community Redevelopment Districts.

15.3.4 Allowed Units
Only mobile homes certified as meeting U.S. Department of Housing and Urban Development (HUD) mobile home construction and safety standards as indicated by a red certification label on the exterior of each transportable section, or determined upon inspection by a licensed engineer, to be in compliance with the all relevant housing codes and determined safe and fit for residential occupancy, shall be allowed. Criteria for determining condition shall be the same as those applied to housing inspections (see Chapter 18 of this CDC).

15.3.5 Prohibited Units
Mobile homes which do not meet the criteria of Section 15.3.4 shall be considered nonconforming under this CDC and shall not be permitted to be relocated within the City.

15.3.6 Permitting Procedures
Developments which have received City approval may replace or install units up to the maximum approved number of units without site plan review. All mobile home units must obtain a Development Permit prior to placement within the City of Largo.

A. Mobile home developments and RV parks

(1) New developments – An application for approval of a new mobile home development or an RV park shall be reviewed by the Planning Board (Level III Review) and shall be developed in
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accordance with the performance standards of this CDC applicable to single-family residential infill standards.

(2) Expansion of an existing development – Expansion of an approved mobile home development by fewer than nine (9) lots above the maximum number of units indicated on an approved site plan shall be administratively reviewed (Level I Review). An expansion of nine (9) or more units shall be reviewed by the Planning Board (Level III Review) as a conditional use.

(3) Redevelopment after a natural or man-made disaster – Mobile home developments redeveloping after a natural or man-made disaster which have had fifty (50) percent or more of the units destroyed shall provide hurricane shelter space, as required in this Section and shall be required to come into compliance with Section 15.3.7 Development Standards.

B. Individual units

(1) All units - All units must comply with anchor and tie-down installation standards in accordance with the Department of Highway Safety and Motor Vehicles Chapter 15C-1.

(2) Pre-Owned Units

(a) Prior to relocation, a mobile home shall be inspected by a licensed engineer, to be in compliance with all relevant housing codes and safe and fit for residential occupancy.

(b) Following relocation, a second inspection shall be performed by a licensed engineer to verify that the mobile home remains in a safe and fit condition. A Certificate of Occupancy shall not be issued until these conditions are met.

C. Coastal high hazard area

(1) If within a coastal high hazard area, only units located within existing mobile home developments, where the land is under single ownership, may be replaced.

(2) Mobile Home units located on individually platted lots shall be replaced with standard housing construction material such as single-family homes, regardless of lot size.

D. Floodplain – New and replacement units within existing mobile home developments located in FIRM Zones A1-30, AH, or AE, and units which have been substantially damaged from flooding shall:

(1) Be elevated such that the lowest floor of the unit is at least one (1) foot above the base flood elevation for the site; and

(2) Must be anchored to an adequately constructed foundation to resist flotation, collapse, and lateral movement in accordance with the standards set forth in Chapter 15C-1 of the Florida Administrative Code.

E. Recreational vehicles – Recreational vehicles are subject to the following additional requirements:

(1) The RV may only remain on a site for fewer than 180 consecutive days; and

(2) The RV must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect-type utilities and security devices, and has no permanently attached additions.
15.3.7 Development Standards
New mobile home developments and RV parks shall be designed and developed in accordance with all standards applicable to single-family subdivisions, and the following standards:

A. Minimum lot size -- The minimum land area shall be fifteen (15) acres.

B. Setbacks

(1) Every mobile home shall be located at least eight (8) feet from any internal abutting street.

(2) The minimum setback distance between a mobile home (including allowable accessory buildings) and a side or rear lot line shall be seven and one-half (7.5) feet. This distance shall be measured at the narrowest space between the structure and the lot line, whether the living unit itself or an allowable accessory building (e.g., carport, storage building).

(3) If there are no individual lots designated, the minimum distance between structures shall be ten (10) feet.

C. Hurricane shelters -- Effective January 1, 1995, hurricane shelter space shall be provided at a ratio of ten (10) square feet per resident. The shelter area shall meet all the following requirements:

(1) Be certified for a wind load capacity to meet the requirements of the Florida Building Code 6th Edition (2017);

(2) Meet the American Red Cross (ARC) standard for hurricane shelters as outlined in ARC publications 3031 and 4496;

(3) Be equipped with storm shutters or comparable window protection as outlined in the Florida Building Code 6th Edition (2017) for such protective devices; and

(4) Have a base floor elevation high enough to avoid storm surge from a Category 3 hurricane.

In addition, the shelter shall:

(5) Contain sanitary sewer facilities;

(6) Be equipped with a power supply capable of operating 110 and 220 volt appliances for a minimum of 72 hours; and

(7) Contain adequate potable water supplies as outlined by the ARC.

The mobile home development owner shall also be required to coordinate with the City of Largo Emergency Management Coordinator and the ARC on the necessary supplies for the shelter. Furthermore, the owner shall cooperate with authorities in assisting all residents of the mobile home development to promptly evacuate upon the issuance of an evacuation order for that area.

Nothing in this Section shall be construed as requiring the mobile home development owner to admit the general public into the above-referenced hurricane shelter.
15.3.8 Conversion
A. Conversion to a condo or cooperative – The conversion of a mobile home development to a condominium or cooperative may be allowed, subject to City approval of deed restrictions and platting requirements.

B. Conversion to a single-family subdivision – The conversion of a mobile home development to a single-family subdivision may be allowed if the platted lots meet the minimum lot area requirements for the respective land use classification. Fee simple ownership of lots less than the minimum area may be allowed, subject to approval of deed restrictions and platting requirements.

Section 15.4 Commercial Campgrounds

15.4.1 Purpose
To provide development standards for the proper location of commercial campground uses.

15.4.2 Applicability
This Section applies to commercial campgrounds, not including long term RV parks, which are considered heavy commercial uses. No permanent or long-term installation of units on individual rental sites shall be allowed. Commercial campgrounds that allow permanent or long-term installations shall be subject to the supplemental standards for manufactured housing including mobile home developments and RV parks contained in Section 15.3.

15.4.3 Standards
The location and development of commercial campgrounds shall be subject to the following standards:

(1) Commercial campgrounds shall be reviewed by the Planning Board (Level III Review).

(2) The minimum land area shall be five (5) acres.

(3) The net density shall not exceed fifteen (15) rental sites/acre; however, this standard shall not apply to those portions of commercial campgrounds devoted to tent camping.

(4) Each rental site shall be a minimum of one thousand five hundred (1,500) square feet in area.

(5) Sufficient separation shall be maintained between units to permit access by emergency vehicles as specified in the Florida Fire Prevention Code and the adequate provision of light and air, as specified in other applicable codes referenced in Chapter 18.

(6) Permanent structural additions such as carports, canopies, storage buildings, pavers, cement slabs, decks etc., shall not be permitted on individual rental sites.

(7) A minimum of five (5) percent of the gross site area shall be allocated for recreation/open space activities.

(8) A central service building containing the necessary toilet and other plumbing fixtures specified by the Florida State Board of Health shall be provided within four hundred (400) feet of each rental site.
(9) Only temporary potable water, sanitary sewer, and electrical connections shall be provided to individual rental sites. No permanent connections are allowed.

(10) All performance standards applicable to single-family subdivisions with regard to drainage, streets, signage and fire department access shall apply.

**Section 15.5 Telecommunications Antennas and Towers**

**15.5.1 Purpose**

To promote the use of existing structures or the joint use of new towers outside of residential areas in order to minimize adverse visual impacts while allowing telecommunication service providers to furnish services quickly, effectively, and efficiently.

**15.5.2 Applicability**

The requirements of this Section shall govern the construction of telecommunication towers and antennas within the City.

**15.5.3 Determination of Need**

Prior to submitting an application for placement of a new telecommunication tower, copies of documents supporting the representation that an existing tower with a suitable location is not available shall be submitted to the Development Controls Officer (DCO). The DCO shall review the information provided and prepare a report containing a positive or negative determination of the availability of other alternative sites based upon application content, outside engineering review, and the regulations contained in this CDC. Actual costs incurred by the City to verify applicant's representations that a new communication tower is required shall be borne by the applicant. Such costs shall be in addition to the normal site review charges. The costs may include the review of the applicant's supporting documents by a registered engineer specializing in the technical aspects of communication tower siting.

Evidence submitted to demonstrate that no existing structure or tower can accommodate the proposed antenna shall, at a minimum, include a discussion of all applicable issues including:

**A. Existing towers or structures geographic location** – The applicant must demonstrate that there are no existing towers or structures located within the relevant geographic area that meet applicant's engineering requirements.

**B. Existing towers or structures height** – Existing towers or structures are not of sufficient height to meet applicant's engineering requirements.

**C. Existing towers or structures structural strength** – Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment.

**D. Electromagnetic interference** – The applicant's proposed antenna would cause electromagnetic interference with, or would be interfered with by, other antennas if placed on an existing tower or structure.

**E. Structure sharing costs** – The fees/costs required of the owner or service provider to share an existing tower or structure, for a time period of twenty-five (25) years, exceed the cost of constructing a new tower.
F. Modification costs – The financial feasibility of modifying or replacing an existing tower to accommodate the proposed antenna.

G. Other factors – Other limiting factors that render existing towers and structures unsuitable.

15.5.4 Application Requirements
Upon determination by the DCO that no acceptable alternative for a new communication tower exists, the applicant shall address the following issues and provide appropriate documents and drawings in compliance with the design standards provided in this Section and any applicable performance standards of this CDC.

A. Information to other service providers – To promote co-location of antenna arrays anticipated to be installed by other providers, applications for new communication towers shall include evidence that a good faith effort has been made to inform other service providers of the pending construction of a new communication tower.

B. Geographic area description – All applications shall include a description of the geographic area in which the proposed antenna array must be located to meet engineering requirements of the system.

C. Federal Communications Commission (FCC) license copy – A copy of the FCC license in effect for the service area must be submitted.

D. Prior approval from relevant entities – Locating of telecommunication facilities including, but not limited to, antennas and towers in the public rights-of-way are subject to prior approval by the City of a lease, license, permit, or other specific grants of authority to utilize said rights-of-way for such purpose.

E. Justification of new tower (if applicable) - Where new telecommunication towers are proposed within one mile of an existing tower, justification for the new tower must be provided on the application. For purposes of this section, existing towers shall mean those located within the City as well as those located outside the City.

F. Radiation standards – All applicants shall provide evidence that the proposed antennas do not exceed radiation standards established by the FCC. Documented certification received from the FCC may serve as the required evidence.

15.5.5 Review Procedures
A. Administrative review -

(1) Towers adjacent to residential land use – Towers to be located adjacent to residential land uses will be reviewed administratively when the distance from the base of the tower to the property line is equal to or greater than the ultimate height of the tower, measured from the finished ground elevation to the highest attached part of the structure. Towers where the ultimate height of the tower will be greater than the distance from the base of the tower structure to the property line shall require a public hearing and review by the Planning Board (see Figure 15-1).
B. Towers adjacent to buffered multifamily development – For multifamily developments, where required parking or drainage separates any building (with living units) more than fifty (50) feet from the property line, the distance shall be measured from the base of the tower to the nearest wall of a structure containing a typical dwelling unit (see Figure 15-2).

Contents
No table of contents entries found.

C. Future height increase – A tower that is originally built to less than the maximum approved height may be increased to its ultimate height without further development review. However, a Building Permit will be required prior to implementing the height increase.

15.5.6 Stealth Antenna Facilities
A. Permitted location – Stealth antenna facilities shall be allowed in all land use designations and in public rights-of-way. Stealth antennas may be installed in rights-of-way, utility easements, and on existing structures such as buildings, light poles, electrical power poles, or other freestanding structures, provided the antenna, measured from the top of the antenna to the lowest member of the support structure, adds no more than twenty (20) feet to the height of the
existing structure and provided all other applicable standards are met. The installation of an antenna on a building which is nonconforming shall not be deemed to constitute the expansion of a nonconforming use.

**B. Qualification** – To qualify as a stealth facility, illustrations or pictures of facilities similar to that proposed must be presented at the time of application for a development permit.

**C. Final determination** – Stealth antenna facilities shall be reviewed administratively. The DCO or his/her designee shall make the final determination as to whether the proposed facility qualifies as a stealth facility.

**15.5.7 Non-Stealth Antenna Facilities**

Antennas not qualifying as stealth facilities shall comply with the locational restrictions and design standards.

**A. Locational restrictions**

(1) Non-stealth antennas are allowed in all nonresidential land use designations and the Residential Medium and Residential High land use designation.

(2) In no case shall a commercial telecommunications antenna, not qualifying as a stealth facility, be installed or constructed on a single-family residential structure, lot, or parcel.

**B. Design standards**

(1) The antenna and associated electrical and mechanical equipment must be of neutral color that is identical to or compatible with the color of the supporting structure, so as to make the antenna and equipment as visually unobtrusive as possible, unless otherwise required by the FCC or FAA.

(2) Equipment cabinets similar in size and type to traffic signal control boxes may be placed in proximity to the pole within rights-of-way, but must be outside required sight triangles.

(3) No lighting shall be permitted unless required by the Federal Aviation Authority (FAA) or FCC.

(4) No advertising shall be permitted on antennas, equipment, or support structures.

**15.5.8 Communication Towers**

The construction of new communication towers shall be in compliance with the following requirements.

**A. Location** – The proposed location must have a Commercial, Mixed Use, Industrial, Recreation/Open Space, or Public/Semi-Public land use designation.

**B. Design standards**

(1) Setbacks

(a) Telecommunication towers must be set back from all property lines no less than five (5) feet for each ten (10) feet of vertical height.
(b) Equipment cabinets measuring one hundred (100) square feet or less may be set back three feet from the property line. Equipment buildings exceeding one hundred (100) square feet shall be subject to the setback standards listed above.

(2) Height – It is the express preference of the Largo City Commission that each new communication tower be designed and constructed so as to accommodate more than one antenna array through co-location. However, it is recognized that co-location is not technically feasible in all cases and that co-location requires an increase in height and mass of a tower. Total heights shall be measured from the finished ground elevation to the top of the highest supporting structure.

(a) Towers designed for single users shall not exceed ninety (90) feet in height.

(b) Towers designed for two users shall not exceed one hundred and forty (140) feet in height.

(c) Towers designed for three or more users shall not exceed one hundred and ninety (190) feet in height.

(3) Locational restrictions - New telecommunication towers and all associated facilities shall not be located within any recorded easement or right-of-way, unless otherwise allowed in this Section.

(4) Down guys or anchors - Tower guys or anchors shall be located on the same parcel as the tower to which they are attached and shall not cross property lines or be located off-site. Guy anchors shall not be located within applicable setbacks or buffers.

(5) Parking – Each new communication facility shall provide one (1) parking space. The space may be on-site or off-site but within three hundred (300) feet. If located off-site, the applicant must include documentation from the land owner establishing the right to use the parking space. Required spaces on the off-site parcel shall not be decreased by the telecommunication facility space.

(6) Towers and supporting structures – Towers and supporting structures shall be a neutral, non-glare color or finish, so as to reduce visual obtrusiveness, and shall meet applicable standards of the FAA.

(7) Equipment buildings - Equipment buildings shall be enclosed by security fencing not less than eight (8) feet in height, which shall be equipped with an appropriate anti-climbing device.

Equipment cabinets may be freestanding without fencing or located within equipment building enclosures.

(8) Landscaping and buffering

(a) Telecommunication facilities are considered transportation/utility uses and must comply to the applicable buffer and landscaping standards of this CDC (Chapter 10).

(b) Landscaping shall be required around the perimeter of the telecommunication tower and all associated facilities, installed on the outside of fences. The DCO may waive this requirement for those sides of the proposed telecommunication facility that are located outside of public view.
City of Largo, FL: Comprehensive Development Code

(9) Signage – No tower shall be used for advertising of any type. However, the name of the facility owner with an emergency contact number and one or more "No Trespassing" signs shall be affixed to the security fence with occupant signs not exceeding one (1) square foot in area each. Placement of signs, other than those described, is strictly prohibited.

(10) Parcel/lot size

(a) There is no minimum required lot or parcel size on land leased for internal placement of a telecommunication facility where the land’s primary use is other than the tower.

(b) Minimum required parcel or lot size on land where a telecommunication facility is the primary use shall be five thousand (5,000) square feet, except in the Transportation/Utility category which has no minimum.

15.5.9 Replacement
Change-out and replacement towers may be constructed in the same location as the original tower, including within easements and/or rights-of-way, up to fifty (50) feet from the original location, so long as there is compliance with required setbacks and all other applicable standards of this Section.

15.5.10 Telecommunication Facilities on City-Owned Property

A. Siting on City-owned properties – The siting of new telecommunication facilities is encouraged on appropriate City-owned properties. Table 15-1 lists City-owned properties that may be considered. This list is not exhaustive and other sites may be considered. Locating of telecommunication facilities on City-owned property requires approval by the City of a lease, which indicates the grant of authority to utilize City-owned property for such purpose.

Table 15-1: City-Owned Property

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>DESCRIPTION</th>
<th>LAND USE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vonn Rd.</td>
<td>Effluent reuse tank site</td>
<td>T/U</td>
</tr>
<tr>
<td>119th St.</td>
<td>Whitesell Field</td>
<td>R/OS</td>
</tr>
<tr>
<td>Starkey Rd.</td>
<td>Effluent tank site</td>
<td>IL</td>
</tr>
<tr>
<td>8th Ave. SW</td>
<td>Public Works Complex</td>
<td>T/U</td>
</tr>
<tr>
<td></td>
<td>(1 existing)</td>
<td></td>
</tr>
<tr>
<td>Lions Club Rd.</td>
<td>Northeast Park</td>
<td>R/OS</td>
</tr>
<tr>
<td></td>
<td>(1 existing)</td>
<td></td>
</tr>
<tr>
<td>Lake Ave.</td>
<td>Football complex</td>
<td>R/OS</td>
</tr>
<tr>
<td>Belcher Rd.</td>
<td>Soccer complex</td>
<td>R/OS</td>
</tr>
<tr>
<td>8th Ave. SW</td>
<td>Old land fill</td>
<td>R/OS</td>
</tr>
<tr>
<td>145th St. N</td>
<td>Old paragon site</td>
<td>R/OS</td>
</tr>
<tr>
<td>Belcher Rd.</td>
<td>Fire Station #42</td>
<td>I</td>
</tr>
<tr>
<td>Ulmerton Rd.</td>
<td>Fire Station #38</td>
<td>I</td>
</tr>
</tbody>
</table>

B. Expedited review – Applications for telecommunication facilities sited on City-owned property shall have an expedited review.
C. Waiver request – All new tower justification, setback, fencing, and landscaping standards shall apply unless waived by the DCO. Written justification for a requested waiver shall accompany the siting application.

D. Building standards and lease requirements – The telecommunication facility owner shall comply with all applicable building standards and lease requirements, including indemnification of the City from any liability resulting from natural or man-made events.

15.5.11 Federal Requirements, Safety Standards, and Inspections
(1) Communication towers and antennas must meet current standards and regulations of the FAA, FCC, and any other agency of the federal revised standards and regulations shall constitute grounds for removal of the tower or antenna at the owner's expense.

(2) Towers and antennas must be constructed, installed, and maintained in accordance with applicable building and associated codes and engineering specifications and, in addition, must meet the standards set forth by the Electronic Industries Association. If the Building Official at any time finds that the structural integrity of a telecommunication facility constitutes a hazard to persons or property, the owner of the facility shall be given written notice of the condition. The owner will have up to thirty (30) days to remove the hazard or make the telecommunication facility structurally sound in accordance with the standards set forth in the applicable codes as determined by the Building Official.

(3) Every two (2) years from the date of original building permit issuance, telecommunication tower facility owners shall inspect the facilities and submit to the City certification of structural integrity and electrical and radio frequency compliance with applicable law at the time of the certification and shall be signed by an engineer licensed to practice in the State of Florida. Failure to inspect and provide the required certification shall result in inspection by the City with costs being borne by the facility owner.

15.5.12 Removal of Abandoned Telecommunication Facilities
Any telecommunication facility which is not operated for a period of twelve (12) consecutive months shall be considered abandoned. The Building Official shall determine the date of abandonment. Upon written demand by the City, the owner of an abandoned telecommunication facility or the land owner shall remove it according to the schedule set by the DCO. Cost of removal shall be borne by the original telecommunication facility applicant or land owner. Upon removal, all previous development permits shall expire, and any future applications for construction of a new telecommunication facility shall be processed as if no previous facility had been constructed on the site.

15.5.13 Application and Approval Procedures
A. Applications for installation of new antennas or antenna arrays, and applications for antenna co-location installations not requiring new communication towers, shall be reviewed by the Building Official or his/her designee and a development permit issued upon a determination that the applicant has complied with all appropriate standards. B. Applications for minor modifications to existing telecommunication facilities, specifically applications requesting to increase or decrease the height of existing towers by no more than twenty (20) percent, change-out an existing tower with a new one, or similar activities, shall be processed and development
permits issued by the Building Official or his designee provided there is compliance with all other applicable standards.

**15.5.14 Appeals**
A decision by the DCO that an acceptable alternative to a new communication tower is available may be appealed to the Planning Board, per the requirements contained in Section 4.5.

**Section 15.6 Religious Institutions**

**15.6.1 Purpose** - To allow the exercise of religion as protected by the First Amendment of the U.S. Constitution while safeguarding the rights of established businesses in the community.

**15.6.2 Applicability: All religious institutions, as defined in Chapter 20.**

**15.6.3 Restrictions**

**A. Storefront religious institutions**

1. Amendments to a storefront religious institution shall not generate more traffic or other impacts that would result in a shopping center to exceed the permitted capacity for parking and other development standards.

2. If one or more religious institutions will occupy a combined total of ten (10) percent or more of the gross leasable floor area of a shopping center or structure, the site must undergo the site plan review process.

3. Establishment of a storefront religious institution in an existing shopping center does not require site plan review.

4. The location of a religious institution shall be allowed within three hundred (300) feet of an existing conforming adult use or an alcohol licensed premise. However, the conforming status of the adult use or alcohol licensed premise shall cease upon vacation of the premises for one hundred eighty (180) days or more.

**B. Development standards** – The development of a religious institution shall undergo compatibility review and may be subject to more stringent requirements than provided under the performance standards of this CDC in order to mitigate potential impacts of traffic circulation, parking, and noise.

**C. Accessory uses** - Only those uses specifically allowed within each land use designation, as provided in Table 6-1 of this CDC, shall be allowed as accessory uses to religious institutions.

Examples:

(a) Within the Residential Low Medium land use designation, a religious institution, such as a church, may have a day care center as an accessory use, but it shall not be allowed to have a halfway house or homeless shelter as an accessory use.

(b) Within the Commercial General land use designation, a religious institution may have a day care center, a single ancillary dwelling unit, a halfway house, and/or homeless shelter as an accessory use.
Section 15.7 Light Manufacturing (Class A Uses)

15.7.1 Purpose
To protect less intensive surrounding uses from the potential negative impacts of light manufacturing uses.

15.7.2 Applicability
Light manufacturing involves the manufacture, predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, storage, sales, and distribution of such products.

15.7.3 Standards
This type of use is typically not externally identifiable as a manufacturing use due to the relatively "clean" and self-contained nature of its operation. The following standards shall supplement the other standards of this CDC:

A. Noise standards – All uses must be in compliance with noise standards contained in the City Code of Ordinances.

B. Adjacent commercial space – If a light manufacturing use is proposed for an existing commercial structure which immediately abuts, or has a common wall with a less intensive commercial use, adequate building modifications will be required to attenuate any potential impact to the adjacent commercial space.

C. Exterior storage – Outdoor activities are allowed only if approved as part of the site plan review process. All outdoor activities is limited to no more than fifty (50) percent of the total site area, excluding all area that is required for buffers, parking, and vehicular access.

D. Deed restriction – Applicants for development of a light manufacturing use on commercially designated land, who cannot meet general commercial standards, shall be required to execute a deed restriction limiting future uses to those consistent with or less intensive than the manufacturing use, which shall be recorded in the official records for Pinellas County.

Section 15.8 Property Designated as Residential High (RH)
Development on a parcel of land with the RH land use designation shall be governed by the following restrictions:

A. Direct road access – Development shall have direct access to at least one principal/minor arterial road;

B. Maximum dwelling units per acre – Any development exceeding twenty-four (24) dwelling units per acre shall require a Development Agreement. No development shall exceed thirty (30) dwelling units per acre;

C. Placement within an activity center – All developments shall be located within either the Ulmerton Road/Seminole Boulevard (Largo Mall) or the Highway 19/Roosevelt Boulevard Major Activity Centers, as depicted in the City of Largo Strategic Action Plan and defined by the City of Largo Comprehensive Plan;

D. Intersection proximity - All developments shall be located within a half-mile radius of the intersections between principal/minor arterial roads. Upon petition by the applicant, the
Development Control Officer (DCO) may waive the half-mile radius requirement provided the applicant clearly demonstrates the proposed development is compatible with the surrounding land use;

E. Setbacks from residential – Building setbacks from a shared property line with single family homes or a low density (7.5 dwelling units per acre or less) residential FLUM designation shall be a minimum of fifteen (15) feet. The setback area shall consist of landscaped green space. Parking, driveways and loading areas are not permitted within this setback area;

F. Building height step-downs – Buildings adjacent to single family homes or a property with a low density (7.5 dwelling units per acre or less) residential FLUM designation shall be buffered, in accordance with Chapter 10 of the CDC, and stepped down in height to minimize impacts on the single family homes or future low density development;

**Figure 15-3: RH Property Next to Low Density Residential**

G. Transit facility – A bus transit facility shall be provided to serve the proposed development, unless the applicant can adequately demonstrate there are sufficient transit facilities present near the site to serve the proposed development or the Pinellas Suncoast Transit Authority (PSTA) determines such a transit facility is not economically viable or desirable;

H. Sidewalk connection – A direct sidewalk connection from the proposed development shall be provided connecting to the public sidewalk network;

I. Plan support – Only proposed developments that support the redevelopment policies contained within the City’s Comprehensive Plan and Strategic Plan shall be considered for the RH designation; and

J. Neighborhood information meeting – Development subject to site plan review as defined in the CDC located adjacent to residential properties shall have a neighborhood information meeting with surrounding property owners, in accordance with Subsection 3.3.2 of this CDC.
Section 15.9 Drive-Thru Facilities

15.9.1 Applicability
A drive-thru facility is a commercial facility which provides a service directly to a motor vehicle or where the customer drives a motor vehicle onto the premise and to a window or mechanical device through or by which the customer is serviced without exiting the vehicle. Fueling stations, or the accessory functions of a car wash and/or vacuum cleaning stations are not considered drive-thru facilities.

15.9.2 General Placement
Drive-thru facilities must be placed to the rear or interior of the site. Drive-thru facilities may be placed adjacent to streets if one or more of the following conditions is present:

A. The rear or interior side of the site is less than thirty (30) feet from an adjacent residential property line as measured at the narrowest point between the residential property line to the closest point of the drive-thru lane.

B. Location in the rear or interior side of the site is impractical due to the physical constraints of the lot or concerns regarding vehicle and pedestrian safety.

15.9.3 Design Standards
A. Stacking lane requirements – Drive-thru lanes shall be constructed with the necessary vehicle stacking capacity so that vehicles using drive-thru lane do not overflow into the on-site parking aisles, public street right-of-way or public streets.

(1) Number – All facilities must provide no fewer than three (3) stacking spaces total (includes two stacking spaces plus one space per window).

(2) Dimensions – Stacking spaces shall be a minimum of ten (10) feet wide by twenty (20) feet long.

(3) Location – Stacking lanes shall not conflict with the following:
   (a) Parking space access;
   (b) Required loading and trash storage areas; or
   (c) Pedestrian access ways.

B. Bypass lane(s), ingress and egress locations - The location of bypass, ingress and egress locations shall be determined at the time of site plan review and as approved by the City Engineer. If required, bypass lane(s) shall be at least nine (9) feet wide.

C. Drive-thru entrance – The entrance into the drive-thru lanes shall not conflict with general access to the site.

15.9.4 Compatibility Standards
A. Residential separation – The minimum distance from a drive-thru lane to any residential area shall be thirty (30) feet as measured at the narrowest point between the residential property line to the closest point of the drive-thru lane.
B. Residential alleys or driveways – Alleys or driveways in residential areas adjacent to drive-thru facilities shall not be used for circulation of customer traffic.

C. Other issues – More strict development standards may be applied to properly mitigate site specific compatibility problems.

15.9.5 Design Standards in the West Bay Drive Community Redevelopment District

In addition to the requirements of Section 15.9.1-4, drive-thru within the West Bay Drive CRD must meet the following standards:

A. Placement of drive-thru service window(s), bays or lanes and all stacking lanes – shall be located as far as practical from any street or major pedestrian route and shall be located at the rear and/or side of the building.

B. Pedestrian circulation

(1) Pedestrian circulation within the site shall be well marked, both for the operator of a vehicle and for the pedestrian.

(2) The design of drive-through facilities shall allow for convenient, comfortable, and safe pedestrian movement between the building and street sidewalks and transit stops.

C. Architecture and site design – The architecture and site design within the West Bay Drive CRD shall conform to the design standards contained in the West Bay Drive Community District Redevelopment Plan, 2010 edition.

D. Restrictions – Between Missouri Avenue/ Seminole Boulevard and Clearwater Largo Road, there shall be no entrances or exits to drive-thrus onto West Bay Drive.

Figure 15-4: Conceptual Drive-Thru Site Plan
15.9.6 Determination of compliance – The DCO shall be authorized to determine compliance with the provisions of this Section. The DCO may approve a site plan that varies from these standards in order to accommodate unique site features or to provide a more innovative site design, provided that the DCO finds that the alternative plan fulfills the purpose and intent of this Section.

Section 15.10 Temporary Recreational Vehicle Storage
A. Purpose – To set forth standards that will allow the safe, convenient, temporary storage of recreational vehicles within residential land uses, while preserving and protecting the aesthetics of the City's residential neighborhoods. In terms of this subsection of the Code “temporary” shall mean for a period not to exceed one (1) year.

B. Standards – Temporary recreational vehicle storage is allowed in all residential and nonresidential areas, subject to meeting all appropriate performance standards. In addition, all of the following standards shall be met as conditions for approval:

(1) A neighborhood information meeting shall be required.

(2) All temporary recreational vehicle storage areas shall be required to be fenced or otherwise secured to provide security. All fences shall conform to the accessory use requirements for fences. P

(3) Proper maintenance of the site including erosion control and tree protection standards of this CDC shall be applied to the property. Failure to comply will result in the revocation of approval.

(4) The site shall be used only for storage purposes, and none of the recreational vehicles on-site shall be used for residential purposes. No sewer, water, or other utility hookup to the stored recreational vehicles shall be permitted.

(5) A Business Tax Receipt shall be required.

(6) At the end of one (1) year, approval of the use may be continued only after the owner re-applies for a temporary recreational vehicle storage facility permit, meets the required criteria, and renews the occupational license. If, upon application for renewal, the Community Development Department has no history of complaints about the site, the compatibility meeting may be waived by the DCO.

(7) Signage shall conform to the sign standards of this CDC (Chapter 12).

Section 15.11 - Donation Bins
15.11.1 Purpose
To protect the aesthetics, cleanliness, and character of the City of Largo and to mitigate the potential negative impacts of unattended donation bins upon adjacent properties and the health, safety and welfare of Largo's citizens by reducing or eliminating the nuisance, blighted and neutral manner, based upon reasonable time, place and manner restrictions, that this section is not intended to and does not operate to discriminate against any particular viewpoint or content, and that this section is not intended to and does not operate to discriminate based on the charitable or other purpose of the owner or operator of the donation bin.
15.11.2 Applicability
The standards of this Section apply to donation Bins as defined in Chapter 20.1.D(19) of the Comprehensive Development Code.

15.11.3 Standards
A. Dimensions of the Donation Bin- shall not exceed the following:
   (1) Maximum Height- Seven (7) feet.
   (2) Maximum Width- Five (5) feet.
   (3) Maximum Length- Five (5) feet.

B. Construction & Maintenance – Donation Bins shall adhere to the following construction & maintenance standards:
   (1) Construction – Shall be constructed of durable, waterproof, non-flammable material and shall be maintained with no structural damage, holes, graffiti, or visible rust.
   (2) Surrounding Area – Donation Bins shall be emptied of their contents as often as necessary, but no less than one (1) time per calendar week, to prevent overflow.
   (3) Content Retrieval – The interior of Donation Bins shall be accessed by use of a receiving door which shall remain locked at all times to prevent access to the interior of the Donation Bin by anyone other than those persons responsible for retrieval of contents.

C. Location – Donation Bins are to be located so as not to interfere with visibility triangles, on-site pedestrian and vehicular circulation, required setbacks for an accessory use, landscape buffers, required on-site parking, or any other requirements of the Comprehensive Development Code or any other requirement or condition that may be imposed as part of an approved site plan for the premises. Donation Bins shall not be located within the proximity of any storm water utility or drainage system. No donation Bin shall be located within five hundred (500) feet of any other Donation Bin. Provided, however, that a Donation Bin existing in the city on July, 1, 2016, will be grandfathered in from complying with the limitation on placement of a Donation Bin within five hundred (500) feet of another donation Bin as long as that Donation Bin is not moved to another location, whether on the same property or a different property, and is not abandoned. A donation bin shall be considered abandoned when, for a period of sixty (60) days or more it is not emptied as required by this section, and/or when the individual/entity responsible for the Donation Bin fails to respond to the City’s requests to maintain and empty the date notice is sent to the Donation Bin operator and/or property owner that the Donation Bin has been identified as abandoned.
   (1) Future Landuse – Donation Bins are prohibited from being placed in the following Future Land Use classifications: Residential Rural, Residential Urban, Residential Estate, Residential Low, Residential Low-Medium, Residential Medium, Residential Suburban, and Residential High.
   (2) Signage – Any signage placed on a Donation Bin shall meet the standards of Chapter 12, Sign Standards, of this Code and shall count against the allowed aggregate sign area of the project or property within which the Donation Bin is located.
D. Disclosure – All Donation bins within the City of Largo are required to display the name, address, telephone number, and, if available, the Internet Web address and email address of the organization owning/operating the Donation Bin clearly on the exterior of the bin. All individuals or entities owning/operating Donation Bins in the City shall be responsible to register each donation Bin with the City by providing the City's Community Development Department the same disclosure information identified above for display on the Donation Bins, any additional contact information the owner/operator has made available to the property owner where the Donation Bin is located, in addition to identifying the location of each Donation Bin by address and/or parcel identification number. This registration shall be updated annually with the City on or before October 1st of each year.

15.12 Medical Marijuana Treatment Centers

15.12.1 Purpose
To provide development standards for the proper location of retail medical cannabis dispensing facilities operated by a Medical Marijuana Treatment Center as defined in Article X, Section 29(b)(5) of the Florida Constitution and approved by the Florida Department of Health or its successor agency.

15.12.2 Applicability
This Section applies to medical cannabis dispensing facilities operated by a Medical Marijuana Treatment Center as defined in Article X, Section 29(b)(5) of the Florida Constitution.

15.12.3 Locational Restrictions -
A. Medical Marijuana Treatment Center Dispensing Facilities shall be allowed within the same future land use designations where pharmacies are allowed.

B. No Medical Marijuana Treatment Center Dispensing Facility shall be located within 500 feet of the real property that comprises public or private elementary, middle, or secondary school.

15.12.4 Review Procedures -
A. Medical Marijuana Treatment Center Dispensing Facility (ies) – Where allowable, these facilities shall be administratively reviewed (Level I or II).

B. At time of application and at all times through such use and occupancy, the applicant shall produce current written evidence from the Florida Department of Health, or its successor agency, that the applicant is approved as a Medical Marijuana Treatment Center as defined in Article X, Section 29(b)(5) of the Florida Constitution.

15.12.5 Standards -
A. Medical Marijuana Treatment Center Dispensing Facilities shall be subject to the same standards for permitting and determining their location as those standards for permitting or determining the locations for pharmacies licensed under chapter 465, Florida Statutes.

B. Parking shall be provided in accordance with the General Commercial parking requirements contained in Table 9-2.

C. The dispensing location of a Medical Marijuana Treatment Center shall comply with all sign restrictions in Section 381.986(8)(h)(1), Florida Statutes.
D. The operator shall at all times be approved by the Florida Department of Health, or its successor agency, as a Medical Marijuana Treatment Center under Section 381.986(8)(a), Florida Statutes (2017) and shall produce evidence of such approval upon request.

15.13 Microbreweries & Micro-distilleries

15.13.1 Purpose
Microbreweries and micro-distilleries are a unique combination of industrial and commercial uses and they typically are located in one of these land uses. This section is intended to protect less intensive surrounding uses from the potential negative impacts of a microbrewery or micro-distillery in transitional locations.

15.13.2 Applicability - This section applies to all microbreweries and micro-distilleries.

15.13.3 Standards
In addition to the general development standards, and where applicable, use specific development standards for restaurant or retail uses, an establishment that meets the definition of a microbrewery or a micro-distillery shall comply with the following:

A. A taproom, tasting room, a restaurant, or retail sales may be permitted in conjunction with a microbrewery or micro-distillery. However, in a Residential/Office/Retail (ROR) land use, a microbrewery or micro-distillery shall only be permitted in conjunction with a taproom, tasting room, a restaurant, or retail sales.

B. No more than seventy-five (75) percent of the total gross floor area of the establishment shall be used for the microbrewery or micro-distillery function including, but not limited to, the brewhouse, boiling and water treatment areas, bottling and kegging lines, milling, storage, fermentation tanks, conditioning tanks and serving tanks.

C. All mechanical equipment visible from the street (excluding alleys) or adjacent to residential uses shall be concealed.

D. Distance regulations under Section 4-1(b)(1) of the Code of Ordinances are to be adhered to, however, a conditional use, which shall be conditional under the standards set forth in Section 4.2 of this Code, can be requested by the business owner when a microbrewery or micro-distillery does not meet the 300 foot distance separation requirement. In order to apply for a conditional use review, the microbrewery or micro-distillery shall be subject to the following requirements:

1) Provide a map showing the distance from any church, public school site, or county licensed child care facility. The distance measured will be from the property line of the church, public school site or county licensed child care facility closest to the parcel upon which alcohol will be sold for consumption on premises in a straight line to the nearest outer edge or wall of the business structure.

2) Identify the opening and closing times for the sale and/or consumption of alcoholic beverages.

3) Submit signed letter(s) from the church, public school site, or county licensed child care facility stating no objection to the reduced distance request and the designated opening and
closing times for the microbrewery or micro-distillery’s tap room, tasting room, or retail sales operations.

An application for a conditional use under this section shall be processed in accordance with Section 4-2 of this Code.

15.14 Regional Breweries

15.14.1 Purpose
Regional Breweries are typically industrial and they usually are located in industrial land uses. This section is intended to protect less intensive surrounding uses from the potential negative impacts of a regional brewery in transitional locations.

15.14.2 Applicability - This section applies to all regional breweries.

15.14.3 Standards
In addition to the general development standards, and where applicable, an establishment that meets the definition of a regional brewery shall comply with the following:

A. A regional brewery shall follow the rules and regulations that are established for a manufacturing use.

B. A minimum of fifty percent (50%) of the total gross floor area of the establishment shall be used for the brewery function including, but not limited to, the brewhouse, boiling and water treatment areas, bottling and kegging lines, malt milling and storage, fermentation tanks, conditioning tanks and serving tanks.

C. A taproom, tasting room, or retail sales shall be an allowable ancillary use with a regional brewery.

D. Distance regulations under Section 4-1(b)(1) of the Code of Ordinances are to be adhered to, however, a conditional use, which shall be conditional under the standards set forth in Section 4.2 of this Code, can be requested by the business owner when a regional brewery does not meet the 300 foot distance separation requirement. In order to apply for a conditional use review, the regional brewery shall be subject to the following requirements:

(1) Provide a map showing the distance from any church, public school site, or county licensed child care facility. The distance measured will be from the property line of the church, public school site or county licensed child care facility closest to the parcel upon which alcohol will be sold for consumption on premises in a straight line to the nearest outer edge or wall of the business structure;

(2) Identify the opening and closing times for the sale and/or consumption of alcoholic beverages; and

(3) Submit signed letter(s) from the church, public school site, or county licensed child care facility stating no objection to the reduced distance request and the designated opening and closing times for the regional brewery’s tap room, tasting room, or retail sales operations.

An application for a conditional use under this section shall be processed in accordance with Section 4-2 of this Code.
Section 15.15 Kennels -

15.15.1 Purpose
To set forth standards that will allow safe, convenient and clean animal care facilities to provide services in the community, while preserving and protecting the aesthetics of the City. In terms of this subsection of the Code, “kennel” shall mean a small shelter for a dog or cat, which may include animal boarding facilities and animal grooming establishments as defined within the standards set forth.

15.15.2 Standards
Kennels are subject to meeting the following appropriate performance standards to be met as conditions for approval:

A. Location – Kennels may be located in a Commercial, Mixed Use or Industrial land use designation.

B. Design Standards
(1) Setback – Any outdoor pen or run-feeding station must be seventy-five (75) feet from abutting residential property;
(2) Indoor animal boarding is permitted;
(3) All outdoor runs shall be screened by an opaque barrier such that the runs are not visible from adjacent properties or public right-of-ways and separate “doggie walk” from drainage facilities;
(4) If adjacent to residential property, no animal shall be permitted in open run areas between the hours of 7:00pm and 7:00am; and
(5) An animal waste management plan shall be provided at the time of site plan review.

C. Accessory uses - Animal grooming may be permitted as an accessory.

Section 15.16 Animal Grooming

15.16.1 Purpose
To set forth standards that will allow safe, convenient and clean animal grooming facilities to provide services in the community, while preserving and protecting the aesthetics of the City.

15.16.2 Standards
Animal grooming establishments are subject to meeting the following appropriate performance standards to be met as conditions for approval:

A. Location – Animal grooming establishments may be allowed in Commercial, Mixed Use, Medical Arts, Professional Office or Industrial land use designation.

B. Design Standards -
(1) All animals shall be keep indoors; and
(2) An animal waste management plan shall be provided at the time of site plan review.
C. Accessory Uses - Animal grooming establishments shall not keep any animal overnight for the purpose of boarding. No animal grooming establishment shall be utilized as living quarters by any person, nor shall the same be equipped or furnished with sleeping or cooking facilities for humans.

15.17 Supplemental standards for Community Redevelopment Districts
Under the City’s two Community Redevelopment Districts (CRDs) there are certain instances where additional standards are necessary to determine if proposed uses are consistent with the CDC and Comprehensive Plan. Established to create mixed-use urban environments, to regenerate the traditional downtown in a modern context, these supplemental standards are meant to blend uses in with the existing community, while still allowing flexibility to a property owner.

15.17.1 Accessory Dwelling Units (ADUs) (Mother-in-Law Suites, Guest Houses, Garage Apartments)
A. Purpose – The intent of ADUs, where allowable, is to provide an alternative housing option to City residents within CRDs. ADUs contribute to a healthy mix of living options that responds to changing needs of residents, makes more efficient use of the existing residential infrastructure, and contributes to the revitalization of the existing housing stock. An ADU is a residential unit that is secondary to the primary residence of the homeowner. It can be an apartment within the primary residence or it can be an attached or freestanding home on the same lot as the primary residence.

B. Applicability – The supplemental standards created in this section applies to residential structures in a CRD with a complete housekeeping unit with a separate entrance, kitchen, sleeping area, and full bathroom facilities, which is an attached or detached extension to an existing single-family structure, converting an existing detached structure, such as a garage, adding square footage to an existing structure, finishing an attic, or converting an existing living area to a separate unit.

C. Location Restrictions
(1) Supplemental standards required- ADUs are allowed in the Neighborhood Residential (NR) and City Home (CH) Character Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained within the CRD Plans (whichever applies), this CDC as well as these supplemental standards.

(2) Must be located on the same parcel with the principal use or structure.

D. Design Standards
(1) ADUs must be compatible with the look and scale of a single-family residential use, and maintain the aesthetic character of the neighborhood.

(2) No more than one (1) ADU per primary dwelling unit is allowed.

(3) The primary dwelling unit must be owner-occupied.

(4) The establishment of an ADU is not permitted before construction of the primary dwelling unit has commenced or a lawful principal structure is established.
(5) The gross floor area of the ADU must be no greater than fifty (50) percent of the gross floor area of the air conditioned space in the principal structure alone.

(6) If the ADU is in a detached building, the height of the ADU shall not exceed the height of the principal structure.

(7) Where an ADU is proposed at a second story level, all exterior facing doorways and outdoor living areas such as porches or balconies shall be oriented to minimize effect on neighboring properties including avoiding sight lines to adjacent properties.

(8) The proposed ADU must not reduce the number of parking spaces to the primary residential structure.

(9) Height/Floor Area Ratio/Impervious Surface Ratio shall be consistent with the CRD Plans.

(10) There must be a separate exit/entrance to the ADU that meets all requirements of the CDC, and any other applicable legal requirements.

15.17.2 Bed and Breakfast Establishment

A. Purpose – The intent of requiring additional supplemental standards for bed and breakfast establishments is to ensure the location and general operation of such facilities is consistent with the surrounding area in terms of appearance, scale, and traffic generation rates. It is specifically not intended for these to be rental apartments or other mid to long term rental units.

B. Applicability – The supplemental standards created in this section apply to owner-occupied residences that provide six (6) or fewer lodging rooms and/or accommodate no more than twelve (12) adults, which meet the locational requirements of subsection C below, and which is classified as a bed and breakfast pursuant to section 509.242(1)(f), Florida Statutes, as may be amended from time to time.

C. Location Restrictions –

(1) Bed and Breakfast establishments are allowed in the Mixed Use Corridor (MUC) Character District of the CRDs subject to full compliance with the standards, regulations and criteria contained within the CRD Plans (whichever applies) and this CDC.

(2) Supplemental standards are required for Bed and Breakfast establishments that are allowed in City Home (CH) District of the CRDs subject to full compliance with the standards, regulations and criteria contained in the Plans, this CDC, as well as these supplemental standards.

D. Standards -

(1) Facility shall be designed and operated so as to maintain the residential character of the neighborhood.

(2) Parking – Provisions must be made for one off-street parking space per guest room, plus two off-street parking spaces for the owner. The parking area must be a hard surface, and dust free. All parking areas on property (except driveways) shall be behind any building lines and must be screened from the view of adjacent residences to a height of six feet by a solid screening fence, or dense shrubs and vegetation and meet the parking standards of Table 9-2 of this CDC, and such screening is compatible with the surrounding area.
City of Largo, FL: Comprehensive Development Code

(2) Signage – Signs are limited to four square feet, attached to the building or mailbox, non-illuminated. No additional outdoor signage is allowed.

(3) The facility shall be licensed by and shall comply with all requirements, rules, and regulations of the State including, but not limited to, those set forth in chapter 509, Florida Statutes.

(4) Density shall not exceed the allowable residential density for the character district in which the establishment is located. Two (2) bedrooms or lodging rooms shall be the equivalent of one (1) residential dwelling unit for purposes of calculating the allowable density of a bed and breakfast. Where the equivalent number of residential dwellings contains a fraction, the number shall be rounded up to the next whole number. All bedrooms shall be counted in the determination of density, whether occupied by the owner, the owner’s family and/or guests within the bed and breakfast establishment.

(5) The owner of the bed and breakfast must obtain a business tax receipt before operating the bed and breakfast.

15.17.3 Daycare Center / Preschool

A. Purpose – To set forth standards that will allow licensed Daycare Centers in the Neighborhood Residential (NR) and City Home (CH) Character Districts in the CRDs, while preserving and protecting the aesthetics of these districts.

B. Applicability – The supplemental standards created in this section apply to any establishment operated in order to provide care, protection and guidance to one or more children or adults on a regular basis, for periods of less than 24 hours per day, in a place other than the child’s or adult’s own dwelling unit in exchange for a payment or fee, which meets the locational requirements of subsection C below.

C. Location Restrictions –

(1) Licensed daycare centers and preschools are allowed in the Mixed Use Corridor (MUC) Character District, Medical Arts (MA) District and Professional Office (PO) Character Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, and this CDC.

D. Design Standards –

(1) Outdoor play area shall meet the criteria set forth by the State license issued to the establishment. Such play area shall be located in the side or rear yard and shall be completely enclosed by a fence or wall a minimum of four (4) feet in height.

(2) An off-street pick-up / drop-off area for at least one automobile shall be provided, which may be a driveway, provided it is kept free of parked vehicles and other obstructions to leave sufficient space for direct access.

(3) If operated within a structure that previously was occupied as a residence, the use shall maintain the residential character and appearance of the structure.

(4) The use shall provide care for not more than six children on the premises at any one time.
City of Largo, FL: Comprehensive Development Code

(5) One (1) non-illuminated identification sign, not to exceed four (4) square feet, may be attached to the residence.

(6) Hours of operation are limited to 6:00 am to 8:00 pm.

(7) Owner of the licensed daycare center or preschool must obtain a business tax receipt before beginning operations.

15.17.4 Religious Institutions
A. Purpose – To allow the exercise of religion as protected by the First Amendment of the U.S. Constitution while safeguarding the rights of the established neighborhoods in the CRDs.

B. Applicability – The supplemental standards created in this section apply to any site, premise, or location within the CRDs which is used principally, primarily, or exclusively for purposes of the exercise of religion as protected by the First Amendment of the U.S. Constitution, and which meet the locational requirements of subsection C below.

C. Location Restrictions -

(1) Religious institutions are allowed in the Mixed Use Corridor (MUC) and the Medical Arts (MA) Character Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, and this CDC.

D. Design Standards –

(1) When abutting residential use, all outdoor activity shall occur no earlier than 8:00 a.m. and no later than 9:00 p.m.

(2) The following activities shall be prohibited in association with religious uses: retreat centers; overnight lodging facilities and/or other temporary sleeping quarters; and any use not specifically identified as an allowable accessory use. Notwithstanding the prohibition of overnight lodging, one (1) residential dwelling unit may be provided as a parsonage.

15.17.5 Home Improvement Store
A. Purpose – To set forth standards that will allow a Home Improvement Store within the CRDs, while preserving and protecting the aesthetics of these districts and the neighborhood that surround them.

B. Applicability – The supplemental standards created in this section apply to any establishment in the CRDs that sells bulky, durable goods, including but not limited to lumber, hardware and lawn equipment which require extensive floor area for display and which meets the locational requirements of subsection C below.

C. Location Restrictions – Home Improvement Stores are allowed within the Mixed Use Corridor (MUC) Character District of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, this CDC, and these supplemental standards.

D. Design Standards – Any use which exceeds the thresholds for gross floor area contained within Chapter 13, Large Scale Retail Development Standards, must also abide by the standards of Chapter 13. In addition:
(1) All outside storage shall be completely screened from the right-of-way and all adjacent properties.

(2) Security fencing constructed of solid masonry walls with solid gates that totally conceal all of the contents, a minimum of six (6) feet in height, shall be provided around the outside of all storage areas.

**15.17.6 Single-Family Developments, Attached (Townhome/Villa)**

**A. Purpose** – Townhomes/Villas, where allowable, provide an alternative housing option to City residents within the CRDs.

**B. Applicability** – The supplemental standards created in this Section apply to any residential structure in the CRDs containing one (1) dwelling unit on one lot, but attached to another dwelling unit by means of a common wall and which meets the locational requirements of subsection C below.

**C. Location Restriction** –

(1) Single-Family Developments, Attached, are allowed in the City Home (CH), Mixed Use Corridor (MUC), and Professional Office (PO) Character District of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans and this CDC.

(2) Single-Family Developments, Attached are allowed in the Neighborhood Residential (NR) Character Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, this CDC, and these supplemental standards.

**D. Design Standards** –

(1) Zero side yard units shall comply with the applicable setback requirements for the front yard, rear yard and yards(s) adjacent to a street set forth in this CDC or the applicable CRD Plan.

(2) Homes shall have vehicle access from a rear alley whenever alley access is available or can be created at the time of subdivision approval. Alley(s) shall be created at the time of subdivision approval.

(3) Single-Family Developments shall comply with all of the following standards in order to minimize interruption of adjacent sidewalks by driveway entrances and maintain the neighborhood appearance of the street:

(a) the maximum allowable driveway width facing the street is twelve (12) feet per dwelling unit.

(b) two adjacent garages shall share one driveway when individual driveways would otherwise be separated by less than twenty (20) feet.

(c) the maximum combined garage width per unit is fifty (50) percent of the total unit width.

(4) Common areas (e.g., landscaping in private tracts, shared driveways, private alleys, lawns, play areas, and similar uses) shall be maintained by a homeowners' association or other legal entity. A homeowners’ association may also be responsible for exterior building maintenance and roof replacement.
(5) No more than six (6) continuous homes shall be connected in a row within the same building.

15.17.7 Gas Stations

A. Purpose – To set forth standards that will allow a gas station within the CRDs, while preserving and protecting the aesthetics of the CRDs and the neighborhoods that surround them.

B. Applicability – The supplemental standards created in this section apply to any structure or area of land or portion thereof used for the retail sale of automobile fuel, oil, and accessories, where repair services and/or an automatic car wash, if present, is incidental and which meets the locational requirements of subsection C below.

C. Location Restrictions – Gas stations are allowed in the Mixed Use Character (MUC) and Medical Arts (MA) Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, this CDC, and these supplemental standards.

D. Design Standards -

(1) The site shall have frontage that boarders and has access to a street classified as a collector, arterial or highway.

(2) The maximum allowance for a gas station is 4 multi-pump dispensers and 24 hoses.

(3) The property shall be screened from any abutting residential use by a six (6) foot sight-obscuring fence or wall.

(4) Outdoor storage of materials, parts and equipment is prohibited.

(5) An associated convenience store shall have a maximum of 1,000 square foot gross floor area.

(6) The sale of vehicles is prohibited.

(7) Pursuant to section 553.79(20)(a)(1), Florida Statutes, notwithstanding the foregoing, if any provision of this section conflicts with or impairs corporate trademarks, service marks, trade dress, logos, color patterns, design scheme insignia, image standards, or other features of corporate branding identity on real property or other improvements thereon used in activities conducted under chapter 526, Florida Statutes (Sales of Liquid Fuels; Brake Fluid), the property owner shall present evidence of such conflict to the Community Development Director and, upon sufficient evidence of such conflict, the site shall be exempt from the provision in conflict only.

15.17.8 Alternate Master Sign Plan for Non-Residential Developments

A. Purpose – This section is intended to provide flexibility for sign size, height and placement, responding to the special needs for both project and tenant visibility of multi-building / tenant campuses of regional size and significance that are located within the CRDs.

B. Applicability – To qualify for an alternate master sign plan, a non-residential site in one of the CRDs must meet the locational requirements of subsection C below and must have all of the following characteristics:
City of Largo, FL: Comprehensive Development Code

(1) The site is a campus or complex of non-residential buildings and/or non-residential multi-tenant spaces; and

(2) The site is at least three (3) acres in size; and

(3) All parcels and buildings are either under a single ownership or there is a shared ownership across all parcels and buildings (represented by a property owners association, a unity of title, unified management, or similar mechanism showing joint ownership); and

(4) All parcels and buildings are served by shared internal vehicular circulation and parking, and the site functions as a unified development; and

(5) The site has frontage on at least one principal or minor arterial roadway.

C. Location Restrictions – Alternate master sign plans for non-residential developments are allowed in the Mixed Use Character (MUC), Medical Arts (MA), and Professional Office (PO) Districts of the CRDs subject to full compliance with the standards, regulations and criteria contained in the CRD Plans, this CRD, and supplemental standards.

D. Design Standards –

(1) All freestanding signs approved under an alternate master sign must reflect the architecture of the buildings on the site, using similar materials, styles, and architectural treatments. No freestanding monument sign will be allowed within the CRDs above eight (8) feet in height unless approved as part of an alternate master sign plan pursuant to Section 12.9.1 of the CDC, and the maximum height that can be granted is twelve (12) feet. Monument signs above twelve (12) feet in height that are approved as part of an alternate master sign plan may be partially open at the base. The opening shall not exceed half the height of the proposed sign at the base for better visibility, as long as the sign is supported by at least two structural supports that are designed to match the primary sign.

(2) Freestanding signs for the entire campus may be proposed to be placed on any parcel contained within the campus/complex.

15.18 Short-Term Vacation Rentals

Short-term vacation rentals shall be permitted in all future land use designations that allow for residential uses provided they are in compliance with this section. No person shall rent or lease all or any portion of a dwelling unit as a short-term vacation rental, as defined in this section, without complying with the following criteria:

A. Definitions

1) Designated Responsible Party: The term “designated responsible party” means the owner, or any person eighteen (18) years of age or older designated by the owner, tasked with responding to requests for complaints, and other problems relating to or emanating from the short-term vacation rental of the transient public lodging establishment. There shall only be one designated responsible party for each short-term vacation rental. An owner may retain a private property management company to serve as the designated responsible party.

2) Owner. The term "owner," shall mean the person or entity holding legal title to the short-term vacation rental property, as reflected in the Pinellas County Tax Collector's records.
3) Short-Term Vacation Rental. A “short-term vacation rental” is any unit or group of units in a condominium or cooperative or any individually or collectively owned single-family, two-family, three-family, or four-family house or dwelling unit that is also a transient public lodging establishment but that is not a timeshare project.

4) Transient Occupants. Any person or guest or invitee of such person, who occupies or is in actual or apparent control or possession of residential property registered or used as a short term vacation rental. There shall be a rebuttable presumption that any person who holds themselves out as being an occupant or guest of an occupant of a short term vacation rental is a transient occupant as defined here.

5) Transient Public Lodging Establishment. “Transient public lodging establishment” means any unit, group of units, dwelling, building, or group of buildings within a single complex of buildings which is rented to guests more than three (3) times in a calendar year for periods of less than thirty (30) days or one (1) calendar month, whichever is less, or which is advertised or held out to the public as a place regularly rented to guests.

B. Minimum life/safety requirements

1) Compliance with applicable laws. All short-term vacation rental units must meet the minimum standards for habitable structures set forth in the Florida Building Code, the Florida Fire Code, the Florida Life Safety Code; and the City’s Comprehensive Development Code.

2) Swimming pool, spa and hot tub safety. A swimming pool, spa or hot tub shall comply with the current standards of the Residential Swimming Pool Safety Act, Chapter 515, Florida Statutes.

3) Smoke and carbon monoxide (CO) detection and notification system. If an interconnected and hard-wired smoke and carbon monoxide (CO) detection and notification system is not in place within the short-term vacation rental unit, then an interconnected, hard-wired smoke alarm and carbon monoxide (CO) alarm system shall be required to be installed and maintained on a continuing basis consistent with the requirements of Section R314, Smoke Alarms, and Section R315, Carbon Monoxide Alarms, of the Florida Building Code — Residential.

4) Fire extinguisher. A portable, multi-purpose dry chemical 2A:10B:C fire extinguisher shall be installed, inspected and maintained in accordance with NFPA 10 on each floor/level of the unit. The extinguisher(s) shall be installed on the wall in an open common area or in an enclosed space with appropriate markings visibly showing the location.

C. Maximum occupancy. The maximum occupancy for each short-term vacation rental unit is one (1) person per one hundred fifty (150) gross square feet of permitted, conditioned living space.

D. Parking. All short-term vacation rental units within the City are required to provide one (1) off-street parking space per three (3) transient occupants. On-street parking shall not count towards this minimum parking requirement. Garage spaces shall count towards this minimum parking requirement if the space is open and available and the transient occupants are given vehicular access to the garage.

E. Designated responsible party
1) It shall be required that the name and telephone number of the designated responsible party be prominently posted on the front exterior of the dwelling in a place accessible to the public. If there is a City of Largo Police Department Emergency Decal Registration associated with the short-term vacation rental unit, the Emergency Decal may be posted instead of the name and telephone number of the designated responsible party.

2) The designated responsible party must be available at the posted telephone number twenty-four (24) hours a day, seven (7) days a week and capable of directly responding, or directing a designated agent to directly respond to and resolve any issues or concerns raised by transient occupants, City staff, or law enforcement when the short-term vacation rental is occupied. If necessary, the designated responsible party must be willing and able to come to the short-term vacation rental unit within two (2) hours following notification to address issues related to the short-term vacation rental when the short-term vacation rental is occupied. In the event there are no transient occupants in the structure a designated responsible party must be available within a commercially reasonable response time.

F. Other standards. Any other standards contained the City’s Code of Ordinances and Comprehensive Development Code shall apply to short-term vacation rentals as well.

G. Enforcement. The provisions of this section shall be enforced using the procedures set out in Chapter 9 of the City Code and Chapter 162, Florida Statutes.
Chapter 16: Accessory Uses

Section 16.1 Accessory Uses, in General
Accessory uses are incidental to but customarily associated with a specific principal use, located on the same lot or parcel.

A. Purpose – To protect the health, safety, and welfare of the community while allowing the development of accessory uses, and to protect adjacent properties from potential adverse impacts.

B. General Standards – Accessory uses shall be truly subsidiary to a principal use and shall:

(1) Comply with all standards of this CDC pertaining to a principal use, unless specifically exempted;

(2) Not be located within a required buffer area, minimum building setback area, right-of-way, or easement, unless specifically allowed; and

(3) Be included in impervious surface calculations and stormwater runoff calculations.

C. Required Submissions

(1) All accessory use applications, with the exception of single-family residential fences, require the submission of an up-to-date survey of the property, indicating the location of all permanent structures and easements. Proposed fence applications for single-family residential properties require either the submission of an up-to-date survey or a plot plan, drawn to scale showing all property lines, building locations, streets, easements as well as the exact proposed fence location and any other requirements provided for on the City’s application form.

(2) The location of the proposed accessory use must be drawn to scale on the required survey or plot plan.

(3) Any other requirements listed under each accessory use.

Section 16.2 Detached Storage Buildings (Sheds, Carports, Garages and Greenhouses) and Gazebos/Pergolas.-

16.2.1 Purpose
To protect the character of neighborhoods and prevent any negative impacts upon adjacent properties.

16.2.2 Required Permits
Requires a Building Permit and an inspection. In addition, non-residential and multi-family developments also require small scale approval prior to issuance of Building Permits.

16.2.3 Applicability
The standards of this Section are intended to apply, but not be limited to, detached storage building such as sheds, carports, garages, and greenhouses; and gazebos and pergolas.
16.2.3 Standards

A. Detached storage buildings, gazebos and pergolas less than or equal to one hundred and fifty (150) square feet

(1) Placement – Detached accessory use structures must be placed in the side or rear yards and cannot be placed in the front yard, buffer area, or within recorded easements.

(2) Maximum floor area – One hundred fifty (150) square feet.

(3) Maximum height – Ten (10) feet.

(4) Maximum quantity -

(a) Properties less than two (2) acres are limited to one (1) per dwelling unit or property.

(b) Properties two (2) acres or more may have two (2) detached accessory structures up to 150 sq. ft. each.


(6) Setback – Three (3) feet from side and rear property lines.

B. Detached storage buildings, gazebos and pergolas greater than one hundred fifty (150) square feet:

(1) Placement – Detached accessory use structures must be placed in the side or rear yards and cannot be placed in the front yard, buffer area, or within recorded easements.

(2) Maximum floor area –

(a) Properties less than two (2) acres are limited to no greater than twenty-five (25) percent of the principal structure's floor area with a maximum floor area of five hundred (500) square feet.

(b) Properties two (2) acres or more shall apply for a Class 2 approval of detached accessory structures over 500 sq. ft.

(3) Maximum height – The maximum height cannot exceed the peak roof line of the principal structure or one (1) story, whichever is lower.

(4) Maximum quantity – One (1) per dwelling unit or lot.


(6) Setbacks:

Front Yard – Not permitted.

Side Yard – Same as the principal use setbacks for the land use designation.

Rear Yard - Same as the principal use setbacks for the land use designation.

(7) Architectural style – Compatible with the architectural style of the principal structure.
City of Largo, FL: Comprehensive Development Code

(8) Construction materials – Compatible with the construction materials and color scheme of the principal structure.

(9) Review sequence – see Section 3.3.7 Level I, Development Review Sequence.

(10) Submission requirements – see Section 3.3.3 Level I, Submission Requirements.

**C. Exceptions** – All Conex, or similar large, reusable containers that are designed for shipping cargo or, when modified, for use as storage, shall adhere to the following standards:

(1) Placement – The permanent use of these structures is limited to industrial land uses, which includes Industrial General, Industrial Limited, and Transportation/Utility land use classifications. Structures must be placed in the side or rear yards and cannot be placed in the front yard, buffer area, or within recorded easements.

(2) Maximum floor areas – No structure may exceed three hundred twenty (320) square feet.

(3) Maximum height – Ten (10) feet.

(4) Maximum quantity – One (1) per lot.

(5) Review process – All submissions must be reviewed through the Small Scale Review process.


(7) Setbacks:
   Front Yard – Not permitted.
   Side Yard – Same as the principal use setbacks for the land use designation.
   Rear Yard – Same as the principal use setbacks for the land use designation.

(8) Construction and maintenance:
   a. Units must have all wheeled assemblies removed;
   b. Units must be placed on a foundation;
   c. Units must be painted to match the primary building on the lot or roofed and sided;
   d. Structures must be maintained in a state of good repair.

(9) Use – Units may not be used for anything other than storage.

**Section 16.3 Fences, Walls and Other Man-Made Barriers**

**16.3.1 Purpose**
These standards are established to minimize adverse impacts upon adjacent property owners.

**16.3.2 Applicability**
Fences, walls or any other similar man-made barrier erected for the purpose of enclosure, exclusion, protection, privacy, security, retention, buffering or aesthetics.
16.3.3 Required Permits – Requires a Building Permit.

16.3.4 Standards

A. Construction standards – Construction of fences, walls and other man-made barriers shall comply with the construction standards of Chapter 18 of this CDC.

B. Maximum height

(1) Single-Family, Duplex and Triplex Residential – The maximum height for fences and walls on all properties is four (4) feet within the front yards and six (6) feet within the side and rear yards. For the placement of fences and walls on corner lots, a lot with frontage on two intersecting streets will be considered to have two (2) front yards with a maximum fence or wall height of four (4) feet. See Figures 16-1 through 16-4 for most typical site scenarios. Fence placement, as depicted in Figure 16-5, must also comply with the following standards:

(i) There must be an existing fence with this configuration; and

(ii) The proposed fence must be outside of the road visibility triangle.

(2) Multifamily, subdivisions, and mobile home communities – The maximum fence height is six (6) feet on all lot sides. Decorative gates and gate support posts may extend up to eight (8) feet in height.

(3) Commercial – The maximum fence height is six (6) feet in the side and rear yards and four (4) in the front yard.

(4) Industrial – The maximum fence height for industrial properties is eight (8) feet on all lot sides.

(5) Athletic – The installation of athletic fences, to protect against errant balls or other objects, may be approved due to unusual site or course layout circumstances.

(a) The maximum height of an athletic fence is twenty-five (25) feet, unless approved by the DCO.

(b) Golf ball fences may only be developed on lots that directly abut a golf course or driving range, however, they may not be developed within any front or street-side yard.

(c) Poles and gates must be constructed of metal and painted a color that blends in with background features as viewed from neighboring properties to minimize their visibility. Net color, if applicable, shall be black.

(6) Approval to exceed maximum height limitations may be administratively granted either by the DCO, upon receipt of satisfactory evidence of the need to exceed height standards.

C. Road visibility triangle – Fences may not obstruct the road visibility triangle. See Chapter 9, Section 9.2.3 for applicable standards.

D. Wood Quality (if applicable) – Support posts must be resistant to decay, corrosion, and termite infestation. Wooden posts must be pressure-treated for strength and endurance. Wood fences are only allowed within single-family, duplex and triplex properties.

E. Orientation – All fences shall be constructed and installed with the finished side facing out toward the adjacent properties on all sides of the property.
F. Walls - Solid block or concrete walls require the approval of the City Engineer to ensure that no obstruction of the stormwater system will occur.

G. Barbed wire

(1) Land use classification – Barbed wire may be allowed on properties with an industrial land use designation, along the top of a fence. Barbed wire shall be prohibited in all other land use designations.

(2) Overhang not allowed – In no case shall the barbed wire be allowed to overhang or extend outside of the property line of the site on which the fence is installed.

(3) Electrical currents – Fences with electrical elements are prohibited on all properties within the City.

Figure 16-1: Residential Fence Placement, Scenario 1

Figure 16-2: Residential Fence Placement, Scenario 2
Figure 16-3: Residential Fence Placement, Scenario 3

Figure 16-4: Residential Fence Placement, Scenario 4

Figure 16-5: Residential Fence Placement 5
City of Largo, FL: Comprehensive Development Code

Section 16.4 Swimming Pools

16.4.1 Purpose
Swimming pools can be an attractive nuisance; therefore, standards for location are set forth to protect the safety of the general public.

16.4.2 Applicability
This Section applies to all above- and in-ground pools, with the exception of above-ground pools that are designed to hold twenty-four (24) inches or less of water.

16.4.3 Required Permits – Requires a Building Permit.

16.4.4 Standards
A. Construction standards – All swimming pools shall comply with all applicable requirements contained in Chapter 18 of this CDC.

B. Setbacks
(1) Swimming pools shall be permitted only in side and rear yards.

(2) All parts of a pool including, but not limited to, decking, walkways, and screened pool enclosure, otherwise known as a birdcage, shall be constructed a minimum of five (5) feet from the rear or side property line.

C. Easements and utilities
(1) No part of the pool deck, walkways, or enclosure shall encroach onto any utility or drainage easement or right-of-way.

(2) No overhead electric power lines shall pass over any pool unless enclosed in conduit and rigidly supported, nor shall any power line be closer than ten (10) feet horizontally or vertically from the water’s edge.

Figure 16-6: Electrical power lines
Section 16.5  Home Office of Convenience (HOC)

16.5.1 Purpose
To protect the character of residential neighborhoods while promoting activities that reduce automobile trips resulting in less air pollution and traffic congestion.

16.5.2 Applicability
All residential dwelling units may choose to incorporate an HOC. Residential dwelling units located within mixed use designations may also, as an alternative to HOC, undergo site plan review to add an allowable non-residential use to the property where live/work units are allowed.

16.5.3 Required Permits – A business tax receipt is required.

16.5.4 Standards
A HOC is allowed as an accessory use in a bona fide residential dwelling unit when it complies fully with the following conditions:

A. Maximum floor area – The establishment of a HOC must be clearly incidental to the use of the dwelling as a residence. The maximum floor area devoted to a HOC shall not exceed twenty-five (25) percent of the gross floor area of the dwelling unit.

B. No visible evidence – There shall be no visible evidence that the residence contains a HOC. All HOC activities must take place within the private areas of the residence and shall not be visible from adjacent streets or properties.

(1) No Signage and Exterior Changes – There shall be no signs or exterior changes to the building such as converting a garage or enclosing a carport.

(2) No Inventory Display – No display of inventory shall be allowed.

C. Persons employed – No persons shall be employed on the site other than the residents of the dwelling unit. This restriction shall not preclude activities allowed under the HOC, such as tutoring, to take place at the client's residence.

D. Nuisance generation – A HOC use shall not generate nuisances such as on-street parking, noise, electrical interference, fumes, excessive trash, vibration, glare, or electrical interference detectable to the normal senses off the lot.

E. Automobile trips – Automobile trips to the HOC shall be strictly limited to one (1) per appointment at the residence and a maximum of two (2) client visits per day.

F. Traffic generation – Traffic generation shall not exceed the normal type and volume generated by a residential dwelling unit.

G. Commercial trucks – The HOC shall not have commercial trucks on site.

H. Additional CDC provisions - The HOC shall not violate any provisions of the City Code of Ordinances including, but not limited to, the outside storage provisions of Chapter 11 or the adult use provisions of Chapter 7.

I. Business types not considered a HOC – The following shall not be permitted home occupations: beauty shops, barbershops, group band instrument or dance instruction, group swimming instruction, a studio for any type of group instructions, public dining facility or
tearoom, antique or gift shop, photographic studio, fortune telling or similar activity, outdoor repair, food processing (with the exception of cottage food product production contained in Section 500.8(5) F.S.), on premises retail sales, day care/nursery providing care for more than six children, kindergarten, the giving of group instruction of any type, providing personal services on the premises such as massage therapy, personal fitness or providing daycare, boarding, grooming or breeding of animals.

16.6.5 Noncompliance
Failure to comply with all of the provisions of the HOC or violation of any of the restrictions or other applicable regulations shall result in a notice of violation and loss of the HOC privilege.

Section 16.6 Temporary Events, Including Tent Sales and Other Extension of Premise Permits

16.6.1 Purpose
This Section provides for the orderly and effective management of temporary events allowed for limited periods and provides for the administrative review of these special types of land uses. These provisions are designed to allow certain temporary events while minimizing adverse impact upon the public health and welfare by ensuring that temporary events do not obstruct traffic circulation, create a negative impact upon adjacent uses, or interfere with the use and enjoyment of a site by a properly licensed business.

16.6.2 Required Permits
A. A Temporary Event Permit shall be required for all temporary events except as provided herein.

B. The following temporary events are authorized and shall require a permit.
(1) Temporary sales, including, but not limited to:
(a) Outdoor seasonal sales in advance of specific yearly holidays.
(b) Roadside Vendors – Temporary retail sales and display of merchandise or food, other than seasonal sales, and not associated with the principal use of the lot.
(c) On-site promotional events associated with a business located on the property.
(2) Special events such as entertainment, carnivals, educational, religious, sports, or similar special events.

C. Events held on City property shall not be required to obtain a temporary events permit, however all required building permits shall be obtained.

D. Events held on single-family, duplex and triplex residential properties shall not be required to obtain a temporary events permit. All such events shall conform with the use standards applicable to the property.

E. Private events shall not be required to obtain a special event permit, provided that all required Building Permits are obtained and provided that the event:
(1) Is not open to the public, such as outdoor weddings and employee parties;
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(2) Is located on a site with a single user and/or tenant; and

(3) Will not generate noise, traffic, or other negative impacts on adjacent properties.

F. The City of Largo Library Bookmobile and, not-for-profit mobile blood donation banks shall not be required to obtain a temporary events permits.

16.6.3 Restrictions – The following restrictions shall apply:
A. Temporary events shall be subject to the time limitations for each property, listed in Table 16-1.

Table 16-1: Temporary Event, Maximum Allowable Time Table

<table>
<thead>
<tr>
<th>Temporary Event</th>
<th>Maximum Allowable Time Period for Each Separate Use (per site, per calendar year or absolute time limitation, as applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor Seasonal Sales</td>
<td>45 consecutive days per event, not to exceed 90 days per calendar year</td>
</tr>
<tr>
<td>Roadside Vendors</td>
<td>15 consecutive days per event, not to exceed 45 days total per calendar year</td>
</tr>
<tr>
<td>On-site Promotional Events</td>
<td>15 consecutive days per event, not to exceed 45 days total per calendar year</td>
</tr>
<tr>
<td>Special Events</td>
<td>7 consecutive days per event, not to exceed 45 days total per calendar year</td>
</tr>
</tbody>
</table>

B. Approval from the property management is required for events to be located within properties with multiple tenants. The approval must include a statement that the property management will be responsible for notifying all tenants and responding to any complaints.

C. Approval must be obtained from the Community Development Department, Fire Marshal, Police Department, and Solid Waste Division (if required).

16.6.4 Required Submissions
A. A site plan depicting the location and details of the event and also showing the total number of existing parking spaces on the site, the existing tenant mix, and total square footage of the property must be provided.

16.6.5 Standards – The following standards shall apply:
A. Land use compatibility – Temporary events shall be compatible with the uses allowed in the Future Land Use Classification of the property where the event is permitted. Non-compatible uses may be allowed at the discretion of the DCO.

B. Development order compliance – Properties must be in full compliance with all applicable Development Orders.

C. Parking obstruction – No more than twenty (20) percent of the total required parking spaces may be obstructed during the event.

D. Restroom location – The location of restroom facilities to serve the event must be depicted on the site plan.
E. Traffic and visibility triangle obstruction – Traffic circulation and the visibility triangle must not be obstructed, unless approved by those City staff listed in Section 16.6.3.C. Any changes to the traffic circulation pattern must be clearly depicted on the site plan.

F. Stormwater obstruction – Stormwater flow shall not be obstructed unless approved by the City Engineer.

G. Sign standards – Signs for the event must comply with the standards of this CDC (See Chapter 12).

H. Setback standards – The event must comply with setback standards for the property.


J. Business Tax Receipt and vendor's license – If applicable, the applicant shall have an active vendor's license and the property on which the event will occur shall have an active business tax receipt.

K. Negative impact generation – The event shall not generate negative impacts such as excessive noise, electrical interference, fumes, excessive trash, or hazards.

16.6.6 Temporary Off-site Signage – Temporary off-site signage is not allowed.

Section 16.7 Private Docks and Seawalls

16.7.1 Purpose
These standards are established to minimize adverse impacts of private docks and seawalls upon the natural resources of the waters of the County and adjacent property owners.

16.7.2 Required Permits
A building permit for installation of plumbing or electrical facilities shall be issued by the City only upon approval from Pinellas County Environmental Management, in accordance with Ordinance No. 90-19, as amended.

16.7.3 Dimensional Standards
A. Private docks – Pinellas County Ordinance No. 90-19, as amended, entitled, "Pinellas County Water and Navigation Control Authority Regulations," requires local government to establish length, width, and setback standards for private docks within its corporate boundaries. The City's standards are as follows:

(1) Width - The width of the dock shall not exceed twenty-five (25) percent of the width of the property at the waterfront.

Width = Width of property at waterfront \times 0.25

(2) Length - The length of the dock shall not exceed fifty (50) percent of the width of the property at the waterfront. The dock length shall be measured from the seawall, or in the absence of a seawall, the dock length shall be measured from the mean high water line.

Length = Width of property at waterfront \times 0.5
(3) **Setback** - Docks and boat lifts shall be constructed a minimum of fifteen (15) feet from each adjacent property line.

**B. Seawalls** - All proposed seawalls shall comply with the construction standards established by the City and require a building permit.

16.7.4 **Waiver or Reduction in Dimensional Standards for Private Docks** – Requirements A.(1) through (3), above, may be waived or reduced by the DCO upon approval by the City Engineer and when letters of no-objection from both adjacent waterfront property owners have been received by the DCO.

**Figure 16-7: Private Dock Dimensional Standards**

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**Section 16.8 Conversion of Garages Into Habitable Living Space**

16.8.1 **Purpose**
To protect the character of neighborhoods and prevent any negative impacts upon adjacent properties.

16.8.2 **Applicability**
Conversion of a garage into habitable living space is permitted subject to receiving a Building Permit which is reviewed and permitted in compliance with the Florida Building Code 6th Edition (2017). Upon completion, the conversion must become an integral part of the house.

16.8.3 **Required Permits – Requires a Building Permit and an inspection.**

16.8.4 **Standards**
A. Two (2) on-site parking spaces must be provided outside the enclosed garage space. Parking spaces must be located on the owner’s property and may not block the sidewalk.

B. The garage enclosure must be architecturally compatible with the existing residential unit in regard to style, materials and color.
C. If the exterior garage door is removed a landscaped buffer, three (3) feet in depth (minimum) must be provided between the garage enclosure and the edge of the driveway. No landscape buffer is required if the exterior garage door remains.

D. Must comply with all applicable Residential Infill Standards contained in Section 8.3.

Figure 16-8: Allowable Garage Conversion

Section 16.9 Ham, Citizens Band, and Satellite Service Reception Antennas

16.9.1 Purpose
This Section sets forth standards which do not impair but, at the same time, ensure the safe installation of such antennas in order to forestall their being installed in unsafe locations or becoming dislodged and creating a hazard during severe weather events. Privately-owned ham and citizens band radios and satellite service reception antennas described under "(B) Exemptions" of this Subsection shall be considered accessory structures. Microwave relay, cellular, personal communications services, and similar types of commercial wireless communication towers, including emergency services communications towers, satellite earth stations with antennas that exceed the standards in "(B) Exemptions," and commercial radio and television station broadcast towers are not considered accessory uses but rather primary or subsidiary development, because they provide public benefit.

16.9.2 Pre-emptions and Exemptions
The following antennas, together with the associated support structures, are exempt from regulation except as specified in this Section:

A. Pre-emptions – Pursuant to Section 207 of the Federal Telecommunications Act of 1996, local regulations impairing reception of certain forms of electronic communication are preempted by the Act. Impairments exist if rules, laws, regulations, or restrictions unreasonably delay, prevent, or increase the cost of installation, maintenance, or use or preclude reception of an acceptable quality signal. The pre-emptions include:
(1) Television broadcast signals, direct broadcast signals, direct broadcast satellite services, or multichannel multipoint distribution services using antennas that are one meter or less in diameter or diagonal measurement (“dish A” antenna);

(2) Satellite earth station antennas that are two meters or less in diameter and are located or proposed to be located in any area where commercial or industrial uses are generally permitted by non-federal land use regulations;

(3) Regulation of antennas larger than two meters found to be unreasonable after petition to the FCC and exhaustion of all local administrative remedies.

B. Exemptions – Amateur radio and citizens band antennas and support structures shall be exempted from regulations except as specified in Sections 16.9. and 16.9.5 below.

16.9.3 Height Measurements
Height shall be measured from the average elevation of the finished grade to the highest point of the antenna or support structure.

16.9.4 General Standards
These standards serve to promote public safety by mitigating potential dangers to adjacent property owners resulting from natural or man-made events. All antennas and support structures covered under the provisions of this Subsection, regardless of land use category designation, shall be installed and maintained so as to further the following:

A. Public safety and use – Structure must meet the public safety and use standards outlined in this Section;

B. Building and electrical code compliance - Structure must be in compliance with the building and electrical codes. An inspection shall be required of the base or attachment installation for all antenna support structures exceeding twelve (12) feet above the highest roof peak;

C. Vertical and horizontal clearances – Structure shall maintain vertical and horizontal clearances from any electrical, utility, or power lines in conformance with the latest edition of the "National Electric Safety Code";

D. FCC rule compliance – Structure shall meet all Federal Communications Commission (FCC) and manufacturers’ rules and requirements;

E. Color and reflectiveness – Structure shall be non-reflective and colored so as to blend in with the surroundings; and

F. Signage or advertising - Structure shall not display advertising or signage of any type.

16.9.5 Specific Residential and Non-Residential Standards
The following specific requirements shall apply within residential and nonresidential land use categories for privately-owned antennas and support structures not included under 16.9.2 of this Section:

A. Number – The number of antennas and support structures shall be limited to those necessary to receive or transmit signals while not causing a negative impact on adjacent
property or residents. Negative impacts may include electromagnetic interference, safety hazards, and installations which detract from the aesthetic character of the neighborhood.

**B. Placement -** Antennas, including those specified under 16.9.2 of this Section shall, to the greatest extent possible without impairing signal reception, be erected in rear yards only; however, line-of-sight, ham, and citizens band radio antennas may be mounted on roofs of multistory structures which may be single or multifamily in construction. No antenna shall be placed within the front yard, side yards abutting a right-of-way, buffer areas, or adjacent to a public right-of-way (with the exception of alleys).

1. Ground-mounted, solid-dish, satellite service reception antennas located in side yards shall be screened from view to the maximum extent possible without impairing signal reception.

**NOTE:** Solid-dish, satellite service reception antennas are much more obtrusive than mesh antennas. Mesh antennas have a built-in "soft" appearance. Screening is necessary to soften, or make less obtrusive, the appearance of solid-dish satellite antennas.

2. Antennas must be mounted at a fixed point.

3. A long-pole installation shall be placed adjacent and parallel to the sidewall of a dwelling unit and shall be braced to it.

4. Roof-mounted antennas not included under 16.9.2 of this Section are allowed within nonresidential land use categories, subject to the following requirements:

   a. Roof-mounted antennas and the roofs upon which they are placed must be designed, engineered, and constructed in compliance with wind and structural loading requirements of the Standard Building Code.

   b. The maximum height of a roof-mounted radio communications antenna shall be in compliance with FCC height and installation requirements.

**16.9.6 Maximum Allowable Dimensions for Antennas Not Included This Section:**

**A. Satellite service reception antennas -** The maximum satellite service reception antenna diameter is twelve (12) feet. The maximum height is fifteen (15) feet for a short-pole installation with a minimum one (1) foot ground clearance. Long-pole installations exceeding twelve (12) feet above the peak of the roof shall require a permit and inspection to verify the safety of the installation. Only mesh-type satellite service reception antennas shall be permitted on long poles.

**16.9.7 Antennas Permitted Prior to This CDC Adoption**

Any antenna legally permitted to exist on the date of the adoption of this CDC shall be allowed to remain unless it is relocated or replaced. If relocated or replaced, any legally non-conforming antenna shall be brought into compliance with this CDC.
Section 16.10 Solar Energy Systems

16.10.1 Purpose
These standards for solar energy systems are designed to protect access to solar radiation for both active and passive solar systems. Nothing in this Section shall be deemed to guarantee unrestricted access.

NOTE: In the usual passive system, solar energy is "collected" through south-facing glass, absorbed in the mass of the building (or in special storage elements), and distributed to adjacent areas by radiation and convection. A concrete floor or wall of water-filled drums are examples of such storage masses. The thermal mass uses the natural properties of certain material to retain and re-radiate heat. Passive systems often do not use any moving parts to transfer heat, although fans are frequently employed in some systems. Active systems generally use a collector, which is a separate device, to transform solar radiation to useable heat. Energy accumulated in the collector is transferred by air, water, or other fluids to the place where it is used or to the place where it is stored for future use.

16.10.2 Standards
(1) A solar energy system may be allowed as an accessory use in any land use designation, provided that it can be located in full compliance with provisions of this CDC.

(2) Unless specifically prohibited by any section of this CDC, a structure or building may be located on a parcel in such a way as to take maximum (advantage of solar radiation for either active or passive use. This includes, but is not limited to, the building design, paving, landscaping, etc.

(3) Unless shading from structures or plants is already in existence on a site, a portion of a site may be protected from shading. Calculations for determining the area to be free from shading are given below.

(4) Shading areas of trees and buildings must be calculated at 9:00 a.m. Eastern Standard Time (E.S.T.) and 3:00 p.m. E.S.T., which are the end time periods for the six (6)-hour non-shading period. These time periods are to be calculated at a December 21 standard (winter solstice) when solar day casts the longest shadow. (It is usually safe to assume that if the longer shadows do not shade a solar collector, then shorter shadows will not either).

The following information is needed:

(a) The height of any object, building, tree, large shrub, or any other object tall enough to cast a shadow upon a neighboring solar collector shall be shown upon the shadow plan.

(b) Latitude of the area in question. Table 16-2 is for use in the City.
Table 16-2: Determination of Shadow Length

<table>
<thead>
<tr>
<th>Slope (%)</th>
<th>East (E) a.m.</th>
<th>East (E) noon</th>
<th>East (E) p.m.</th>
<th>North (N) a.m.</th>
<th>North (N) noon</th>
<th>North (N) p.m.</th>
<th>Southeast (SE) a.m.</th>
<th>Southeast (SE) noon</th>
<th>Southeast (SE) p.m.</th>
<th>Northeast (NE) a.m.</th>
<th>Northeast (NE) noon</th>
<th>Northeast (NE) p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>0%</td>
<td>2.7</td>
<td>1.3</td>
<td>2.7</td>
<td>2.7</td>
<td>1.3</td>
<td>2.7</td>
<td>2.7</td>
<td>1.3</td>
<td>2.7</td>
<td>2.7</td>
<td>1.3</td>
<td>2.7</td>
</tr>
<tr>
<td>5%</td>
<td>2.9</td>
<td>1.4</td>
<td>2.9</td>
<td>2.7</td>
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<th>Northwest (NW) p.m.</th>
<th>South (S) a.m.</th>
<th>South (S) noon</th>
<th>South (S) p.m.</th>
<th>Southwest (SW) a.m.</th>
<th>Southwest (SW) noon</th>
<th>Southwest (SW) p.m.</th>
<th>West (W) a.m.</th>
<th>West (W) noon</th>
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Example:

A thirty (30) foot high tree is on land that slopes to the southeast at a ten (10) percent grade.

**Step One:**
From the above table, find the shadow length value for a.m., noon, and p.m.  Read the intersection of the columns labeled “SE” and “10%”, as indicated on the chart.

**Step Two:**
The values given on the table are for a one (1) foot high tree, so they must be multiplied by the height of the tree, in this case thirty (30) feet.

*(a.m. value) x (tree height) = (a.m. shadow length) 2.2 x 30 = 66 ft.
*(noon value) x (tree height) = (noon shadow length) 1.4 x 30 = 42 ft.
*(p.m. value) x (tree height) = (p.m. shadow length) 3.3 x 30 = 99 ft.

**Step Three:**
Scale the shadow lengths out on paper as viewed from overhead and connect the end points.

c. Slope of the individual site is needed, as well as direction of the slope.

(5) In order to protect a portion of a site from shading, a shadow plan must be prepared, submitted along with a Development Order application, reviewed, and approved by the DCO.

(6) Any solar collector owner may, to ensure adequate and consistent access to solar radiation, purchase or acquire covenants or easements from adjoining, abutting, or neighboring properties.

Repeat this procedure for each object shown on the site plan.  A shadow plan based on this example is shown on the following page.
Section 16.11 Patrons' Dogs in Designated Outdoor Dining Areas of Public Food Service Establishments

A. Purpose - The purpose of this Section is to provide an exemption procedure to certain provisions of the Food and Drug Administration Food Code to allow patrons' dogs within designated outdoor portions of public food service establishments. The Dixie Cup Clary Local Control Act, Section 509.233, Florida Statutes, grants the City of Largo the authority to provide exemptions from Section 6501.115, 2001 FDA Food Code, as adopted and incorporated by the Division of Hotels and Restaurants in Chapter 61C4.010(6), Florida Administrative Code. The procedure adopted pursuant to this section provides an exemption for those public food service establishments which have applied for and received a permit to those sections of the Food and Drug Administration Food Code that prohibit live animals in food service establishments.

B. Applicability – As used in this Section “public food service establishments” shall mean eating and retail food establishments as defined by Section 509.013(5) of the Florida Statutes. “Employee” or “employees” shall include, but is not limited to, the owner or owners of the public food service establishment. No dog shall be in a public food service establishment unless allowed by state law and the public food service establishment has received and maintains a valid and unexpired permit pursuant to this Section allowing dogs in designated outdoor areas of the establishment.

C. Permit required – Requires a Building Permit.

D. Regulations – Public food service establishments that receive a permit for a designated outdoor area pursuant to this Section shall require that:

(1) All employees shall wash their hands promptly after touching, petting or otherwise handling any dog(s).

(2) Employees are prohibited from touching, petting or otherwise handling any dog while serving or carrying food or beverages or while handling or carrying tableware or before entering other parts of the public food service establishment from the designated food area.

(3) Patrons in a designated outdoor area shall be advised by appropriate signage at conspicuous locations, that they should wash their hands before eating. Waterless hand sanitizer shall be provided at all tables in the designated outdoor area.
(4) Patrons shall keep their dogs on a leash with a maximum length of 6 feet, pursuant to Article II, Section 533 of the City of Largo Code of Ordinances, at all times and shall keep their dogs under direct control.

(5) Employees and patrons shall not allow dogs to come into contact with serving dishes, utensils, tableware, linens, paper products or any other items involved with food service operations.

(6) Employees and patrons shall not allow any part of a dog to be on chairs, tables, or other furnishings. Dogs must remain on the floor/ground level and shall not be permitted in the lap of the patron.

(7) Employees shall clean and sanitize all table and chair surfaces with an approved product between seating of patrons.

(8) Employees shall remove all dropped food and spilled drink from the floor or ground as quickly as possible but in no event less frequently than between seating of patrons at the nearest table.

(9) Employees and patrons shall remove all dog waste immediately and the floor or ground shall be immediately cleaned and sanitized with an approved product. A kit with the appropriate materials for this purpose shall be kept near the designated outdoor area. Ingress and egress to the designated outdoor area shall not require entrance into or passage through any indoor area or non-designated outdoor portions of the public food service establishment.

(10) Employees and patrons shall not permit dogs to be in, or travel through, indoor or non-designated outdoor portions of the public food service establishment.

(11) A sign or signs notifying the public that the designated outdoor area is available for the use of patrons and patrons’ dogs shall be posted in a conspicuous manner, as determined by the City, so as to place the public on notice. The mandatory sign shall not be less than eight and one-half inches in width and eleven inches in height (8 ½ inches by 11 inches) and printed in easily legible type face of not less than twenty (20) point font size.

(12) A sign or signs informing patrons of these laws shall be posted on premises in a conspicuous manner and place as determined by the City. The mandatory sign shall be not less than eight and one-half inches in width and eleven inches in height (8 ½ inches by 11 inches) and printed in easily legible type face of not less than twenty (20) point font size.

(13) The public food service establishment and designated outdoor area shall comply with all permit conditions and the approved diagram.

(14) Employees and patrons shall not allow any dog to be in the designated outdoor areas of the public food service establishment if the public food service establishment is in violation of any of the requirements of this section or if they do not possess a valid permit.

(15) Permits shall be conspicuously displayed in the designated outdoor area.

(16) Failure to comply with any one the requirements outlined herein shall constitute a violation of this Section. Each instance of a dog on the premises of a public food service establishment without a permit is a separate violation. Each violation of any of the requirements of this section is to be considered a separation violation.
(17) All dogs shall wear a current license tag or rabies tag and the patron shall have a current license certificate or rabies certificate immediately available upon request.

(18) Employees and patrons shall not permit patrons’ dogs to be in food preparation areas.

E. Required submissions

(1) Public food service establishments must apply for and receive a permit from the City before patrons’ dogs are allowed on the premises. The City shall establish a reasonable fee to cover the cost of processing the initial application and renewals. The application for a permit shall require such information from the applicant as is deemed reasonably necessary to enforce the provisions of this Section, but shall require, at a minimum, the following information:

(a) Name, location, mailing address, and license number of the public food service establishment issued by the Division of Hotels and Restaurants.

(b) Name, mailing address and telephone contact information of the permit applicant.

(c) A diagram and description of the outdoor area which is requested to be designated as available to patrons’ dogs, including dimensions of the designated area; a depiction of the number and placement of tables, chairs, and restaurant equipment, if any; the entryways and exists to the designated outdoor area; the boundaries of the designated area; and of the other outdoor dining areas not available for patrons’ dogs; any fences or other barriers; surrounding property lines and public rights-of-way, including sidewalks and common pathways.

(d) The diagram shall be accurate and to scale but does not need to be prepared by a licensed design professional. A copy of the approved diagram shall be attached to the permit.

(e) A description of the days of the week and hours of operation that patrons’ dogs will be permitted in the designated outdoor area.

(2) Indemnification Requirement

(a) The public food service establishment, its officials, boards, members, agents and employees, shall indemnify, and defend with counsel reasonably acceptable to the city, and hold the city, its mayor, commissioners, officers, employees, attorney, agents and representatives of, from, and against all liability and expense including reasonable attorneys’ fees and costs, and including the reasonable value of any services rendered by any officer or employee of the City in connection with any and all claims, including claims of injunctive or equitable relief, and damages whatsoever for personal injury death or property damage, including loss of use, arising out of any permit granted to the public food service establishment or the regulation and enforcement of the provisions of this section hereunder, regardless of whether the act or omission complained of is authorized, allowed or prohibited by this section, except to the extent any losses arise from the negligence or willful omissions of the city, its mayor, commissioners, officers, employees, attorneys, agents or representatives.

(b) Notwithstanding anything contained herein to the contrary, this indemnification provision shall not be construed as a waiver of any immunity from or limitation of liability to which the City is entitled pursuant to Section 768.28 Florida Statutes. Furthermore, this provision is not intended to nor shall be interpreted as limiting or in any way affecting any defense the city may have under Section 768.28 Florida Statutes and is not intended to and shall not be interpreted to alter the extent of the City’s waiver of sovereign immunity under Section 768.28 Florida Statutes.
City of Largo, FL: Comprehensive Development Code

Statutes. Nothing herein is intended to serve as a waiver of sovereign immunity by either party, and nothing herein shall be construed as consent by either party to be sued by third parties in any manner arising out of this Ordinance. This indemnification provision shall survive the expiration or termination of Section 509.233 Florida Statutes, however or whenever expired or terminated.

F. Expiration and revocation

(1) A permit issued pursuant to this section shall expire automatically upon the sale of the public food service establishment and cannot be transferred to a subsequent owner. The subsequent owner may apply for a permit pursuant to this Section if the subsequent owner wishes to continue to allow patrons' dogs in a designated outdoor area of the public food service establishment.

(2) A permit may be revoked by the City if, after notice and reasonable time in which the grounds for revocation may be corrected, the public food service establishment fails to comply with any condition of approval, fails to comply with the approved diagram, fails to maintain any required state or local license, or is found to be in violation of any provision of this section. If the grounds for revocation is a failure to maintain any required state or local license, the revocation may take effect immediately upon giving notice of revocation to the permit holder.

(3) If a public food service establishment's permit is revoked, no new permit may be approved for the establishment until the expiration of 90 days following the date of revocation, providing that all issues continued within the revocation have been satisfied. This includes any outstanding fines associated with enforcement of this ordinance.

G. Complaints and reporting

(1) Complaints may be made in writing to the Community Development Department which shall accept, document and respond to all complaints and shall timely report to the Division of Hotels and Restaurants all complaints and the response to such complaints.

(2) The City shall provide the Division of Hotels and Restaurants with a copy of all approved applications and permits issued.

(3) All applications, permits, and other related materials shall contain the Division issued license number for the public food service establishment.

(4) The patron or the designated person in charge of the public food service establishment, or both, may be issued civil citations for each violation of this ordinance.

Section 16.12. Mobile Food Dispensing Vehicle Vending Site

16.12.1 Purpose

This Section provides for the orderly and effective management of vending of food from an approved vending site by a Mobile Food dispensing Vehicle (MFDV), as defined in Chapter 20, Section 20.1, M, in order to allow limited operations and provide administrative review of this special type of accessory land use. These provisions are designed for property owners to allow vending to the public by MFDV businesses, while minimizing adverse impacts upon the public health and welfare by ensuring MFDVs do not vend in the public right of way, obstruct traffic...
circulation, create a negative impact upon adjacent uses, or interfere with the use and
enjoyment of a site by the primary business use or other licensed business.

16.12.2 Required Permits:
A. An approved MFDV Vending Site is required for the purposes of vending of food from
MFDVs except:

(1) Temporary events, as defined in Section 16.6.2 (B) are exempt from this requirement.
(2) Private events, not open to the public, as defined in Section 16.6.2 (E) are exempt from this
requirement.

16.12.3 Required Submissions:
A. An application for an MFDV Vending site shall include:

(1) A site plan depicting the location and details of the MFDV vending area on the site, also
showing, ingress and egress to the site, internal driveway circulation, the total number of
existing parking spaces on site, the existing buildings, and total square footage of the parcel.

(2) Approval from the property owner or from the property management for properties that have
multiple tenants is required for the MFDV Vending Site. The approval must include a statement
that the property management will be responsible for notifying all tenants and responding to any
complaints. The signature of the property owner or the property management company must be
notarized.

(3) Approval shall be obtained from the Community Development Department, Engineering
Department, Fire Marshal, and Police Department.

16.12.4 Standards and Restrictions
The following standards and restrictions shall apply to MFDV Vending Sites:

A. Land use compatibility – MFDV Vending Sites are permitted on properties that are
designated with the following Future Land Use Classifications:

(1) Commercial General, Industrial Limited, Industrial General, and Community Redevelopment
Districts, within Mixed Use Corridor designated properties only.

B. MFDV Vending Sites are subject to the following standards and restrictions:

(1) Public right of way- Vending from MFDVs is not permitted in the public right of way.

(2) Vacant or abandoned properties - MFDV sites are not permitted on vacant or abandoned
properties, where no business is currently operating.

(3) Hours of Operation – All business activity related to the MFDV shall be of a temporary
nature. Operating hours of the MFDV shall be limited to the operating hours of the primary
business use of the parcel, but no later than 2 am, nor before 6:00am. MFDVs shall not be
permitted to operate between the hours of 2:01am and 5:59 am and shall be removed from the
parcel during this time.

(4) Maximum area for vending site – The MFDV vending site shall not exceed more than two (2)
parking spaces per MFDV. However, at no time may the number of parking spaces required for
the principal use of the property under this Code be rendered nonconforming due to MFDV’s occupation of the site.

(5) Maximum number of MFDVs per site – The maximum number of MFDVs allowed parked in the vending area, per site is two (2). An MFDV with an attached trailer or smoker shall be considered for the purposes of this section as two (2) MFDVs. Operating more than two (2) MFDVs at a time on a MFDV Vending Site will be permitted only in accordance with a Temporary Event Permit issued pursuant to Section 16.6.

(6) Furniture and equipment – No Tables, chairs, furniture, tents canopies, outdoor grills, or other equipment, other than the MFDV and a waste receptacle, shall accompany the MFDV.

(7) Signage and awnings – Signage is not allowed, with exception to the vinyl wrapping, decals, stickers, painted text and/or graphics, and menu boards affixed to the MFDV.

(8) Parking, traffic, and visibility triangle obstruction – The MFDV shall not interfere with required parking, loading and unloading spaces, or the vehicular access to those spaces for the principal use of the site. Traffic circulation and the visibility triangle must not be obstructed. Obstructions shall not be placed or kept near fire hydrants, fire department inlet connections, or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately visible and accessible. An approved clear and unobstructed path of a width at least eight (8) feet shall be provided and maintained fro access to the fire department inlet connections.

(9) Amplified music – Amplified music or other sounds from any MFDV is prohibited and MFDV businesses shall operate in compliance with all applicable noise and public nuisance regulations.

(10) Illegal discharge – MFDVs shall be prohibited from discharging fat, oil, grease, or waste water into the sanitary sewer system. Any violation of this provision shall be subject to the penalties and enforcement/mitigation procedures set forth in the City’s Code of Ordinances.

(11) Development order compliance – Properties must be in full compliance with all applicable Development Orders in order to be approved as a MFDV Vending Site.

(12) Display of City of Largo Business Tax Receipt or vendor registration – The Business Tax Receipt or vendor registration issued by the City of Largo shall be attached to the MFDV passenger-side window where they are readily visible.
Chapter 17: Nonconforming Lots, Uses & Structures

Section 17.1 Purpose and Applicability

17.1.1 Purpose
To guide future uses and development in a direction consistent with City policy in order to promote the conversion of nonconformities into conformance with the provisions of the Comprehensive Plan and this CDC.

17.1.2 Applicability
Legal nonconformities are lots, uses, and/or structures, that were existing at the time of the adoption of this CDC, which complied with applicable regulations at the time the use was established and were properly permitted at that time, but do not conform to the standards, requirements, and/or regulations of this CDC. This Section of the CDC does not apply to nonconforming signs. Nonconforming sign regulations are contained in Section 12.6 of this CDC. Specifically, it refers to the following types of nonconformities:

A. Nonconforming lots – lots that were legal when they were originally platted or subdivided but do not meet the current requirements for width, depth, access, or other related requirements in this CDC.

B. Nonconforming uses – land uses, uses of land or building uses, which were established before this CDC went into effect and do not conform to the regulations of this CDC.

C. Nonconforming structures – structures, which were erected before this CDC went into effect and do not conform to the regulations of this CDC, and instead encroach into the current yard setbacks or exceed the current height, area, density or intensity limitations that are provided for in this CDC.

17.1.3 Exemptions
A. As of January 1, 1998, properties developed in unincorporated Pinellas County that have a Commercial zoning and Industrial land use designation per the Countywide Land Use Plan, upon annexation, will be considered conforming with the City's Industrial Limited land use designation if the primary use of such properties is Industrial and the secondary use is Commercial.

B. Legally authorized construction of any structure whose placement, structural design, or intended use is rendered nonconforming by adoption of this CDC, and for which the final Certificate of Occupancy has not been issued as of the enactment date of this CDC, may continue, without change, but will be subject to the provisions of this Section of the CDC.

Section 17.2 Continued Existence of a Nonconforming Structure
Nonconforming structures may continue until they are removed voluntarily, by economic forces, acts of God, or by legal or other means. Maintenance and repair, in conformance with Section
17.6, is allowed. However, once a nonconforming structure is changed to a conforming structure, the nonconforming structure shall not be re-established. Reconstruction of a nonconforming structure is allowed in accordance with subsection A below. Assessed value shall be determined by reference to the official property tax assessment rolls immediately prior to the time the structure is destroyed or damaged.

A. Nonconforming structures incurring damage of less than fifty (50) percent of the assessed value of the entire structure(s), may be restored and reconstructed as before, provided that such restoration is commenced within six (6) calendar months from the date damages were incurred, as evidenced by poured footers, slab foundations.

B. Nonconforming structures incurring damage of more than fifty (50) percent of the assessed value of the entire structure(s), shall be made to fully comply with the provisions of this CDC.

Section 17.3 Continued Existence of a Nonconforming Use
Nonconforming uses must be made conforming to the standards of this CDC under any of the following conditions:

A. The nonconforming use is abandoned. Abandonment occurs when the landowner uses the property or structure for a conforming use for any period of time intentionally or voluntarily forgoes the nonconforming use of the property for a period of one hundred and eighty (180) consecutive days or more, whichever occurs first. Following abandonment, the property must conform to the standards of this CDC. Alternatively, if a nonconforming use is replaced with a conforming use, for any period of time, the nonconforming use may not be re-established.

B. The nonconforming use is discontinued as a result of economic forces, acts of God, or by legal or other means.

Section 17.4 Proof of a Legal Nonconformity
The burden of establishing the prior existence of a nonconformity is on the applicant. When applying for any permit or any other approval related to a nonconformity, the applicant may be required to submit evidence of a prior permit or other documentation showing that the nonconformity existed prior to the date on which it became nonconforming.

Section 17.5 Modifications or Improvements to a Nonconformity
Nonconforming structures and uses shall be brought into conformance with the provisions of this CDC through the building permit process. No building permits shall be issued for construction or alterations on parcels containing a nonconformity unless the permit:

A. Will not increase the nonconformity (See Figure 17-1 for an example of a permissible and non-permissible improvement of a structure);
B. is for the purpose of bringing the nonconformity into compliance; or
C. is for the performance of necessary maintenance (see Section 17.6).

In addition:

D. the provision of required off-street parking or loading spaces is allowed, provided that such extension does not involve structural alteration or enlargement of structure(s) containing the nonconforming structure or use in question;

E. no nonconformity shall be moved, in whole or in part, for any distance whatsoever, to any other location on the same or any other lot unless the entire structure and use shall thereafter conform to the requirements of this CDC;

F. no use or structure which is accessory to a principal lawful nonconforming use or structure shall continue after such principal use or structure is abandoned or loses its legal nonconforming status;

G. no principal use or structure shall be established on a lot of record unless the lot conforms to the minimum lot size requirements in this CDC for the Future Land Use Map designation in which it is located. However, per Section 8.3, if an existing residential lot, as originally platted, contains less than the minimum area required for a single-family dwelling under this CDC, then one single-family dwelling shall nevertheless be allowable on that lot or parcel, provided that yard dimensions and other requirements not involving lot area or lot width, or both, of the lot shall conform to the regulations for the lot. This provision shall apply even though such lot fails to meet the requirements for lot area, or lot width, or both, that are generally applicable to the land use designation. Variation of setback requirements shall only be obtained through the hardship relief process before the Planning Board; and

H. if two or more nonconforming lots or combinations of lots and portions of lots with continuous frontage are in single ownership and if all or part of the lots do not meet the requirements for lot width and lot area as established by this chapter, the lots involved shall be considered to be an undivided lot for the purposes of this Section. No portion of said undivided lot shall be used or
sold which does not meet lot width and lot area requirements established by this Section, nor shall any division of the lot be made which leaves remaining any lot not meeting the requirements of this Section. Any division of said lot containing a nonconforming use of a structure shall conform to the minimum lot area requirements for authorized uses.

**Section 17.6 Demolition of Structures and Cleared Sites**
A clear site shall be deemed capable of redevelopment in full compliance with all applicable standards of this CDC. Demolition of structures shall not constitute improvement of nonconforming structures and sites within the context of this Section.

**Section 17.7 Maintenance and Repair**
Normal maintenance and incidental repair of a legal nonconformity shall be permitted, provided that no other Section of this CDC is violated. Normal maintenance and repair is limited to activities that restore the structure or use to its previously existing, authorized and undamaged condition. Nothing in this Section shall be deemed to prevent the strengthening or restoration to a safe condition of a structure in accordance with an order of the Building Official. The Building Official may declare such structure to be unsafe and order its restoration, provided such repairs are the minimum necessary to bring the property to a safe condition.
Chapter 18: Construction Standards & Property Maintenance

Section 18.1 Establishment of Minimum Building and Construction Standards

This Section provides for minimum standards governing the construction of dwellings, buildings, and other structures within the City. Such standards are necessary to protect resident’s health, safety, and general welfare. Furthermore, this Section includes, by reference, those building or technical codes that are required to provide that protection. Copies of all referenced codes are on file in the office of the City Clerk and are available for inspection during regular business hours.

In the implementation of this CDC and any of the codes referenced below, the "most stringent code" rule shall apply.

18.1.1 Building Codes

The following building and technical codes are adopted by reference. The administration of the Florida Building Code 6th Edition (2017) requirements referenced in this Section lies with the Building Official.


(1) Building permit amendments

(a) Applications not subject to a Development Order (DO)

(i) Permit review period - A building permit, for improvements not requiring a DO under this CDC, shall be issued within thirty (30) working days of complete application acceptance. Approval may be delayed when unusual circumstances exist which require additional time to process an application or when the permit application is incomplete or fails to satisfy all of the applicable requirements.

(ii) Construction period – A building permit may be canceled by the Building Official unless construction is substantially commenced, as evidenced by poured footers, slab foundations, and inspection activity, within six (6) months of issuance. The Building Official may grant one (1) extension of time for a period not to exceed ninety(90) days, provided the extension is requested in writing and just cause is demonstrated. Such requests shall be in writing and shall include just cause for the requested extensions.

(b) Applications subject to a DO:

(i) Permit Review Period – Building permits for improvements requiring a DO under this CDC shall be approved within thirty (30) working days of the effective date of a DO or building permit application, whichever comes later. Approval may be delayed when unusual circumstances exist which require additional time to process an application or when the permit application is incomplete or fails to satisfy all of the applicable requirements.
City of Largo, FL: Comprehensive Development Code

(ii) Construction Period - The construction period shall not exceed twelve (12) months from the effective date of the DO.


F. Fire prevention code


(2) Responsibility for Implementation - Responsibility for implementation of the Fire Prevention Code lies with the Fire Marshal.

(3) Design Standards - This CDC contains site design standards for fire lanes and access of fire equipment. Such standards are not an amendment to the Florida Fire Prevention Code, but are intended to establish uniform minimum design standards within the City.

18.1.2 Roads, Paving and Public Improvements:
A. Engineering design and construction standards – The document entitled, "Engineering Design and Construction Standards,” 2008 edition, is hereby adopted by reference and incorporated into this CDC. These standards have been prepared by the Engineering Department. Responsibility for administration lies with the City Engineer. Design and construction standards not referenced in the "Engineering Design and Construction Standards,” 2008 edition, shall meet the requirements of the “Standard Specifications for Road and Bridge Construction Standards.” Deviation from any of these standards must be approved by the City Engineer.

B. Roadway and bridge construction standards – The Florida Department of Transportation "Standard Specifications for Road and Bridge Construction," 2015 edition, is hereby adopted by reference as the roadway and bridge construction standard of the City and incorporated into this CDC.

C. Roadway and traffic design standards – The Florida Department of Transportation "Roadway and Traffic Design Standards," English Units, 2015 edition, is hereby adopted by reference as the roadway and traffic design standard of the City and incorporated into this CDC.

D. Traffic control device standards – The Federal Highway Administration "Manual on Uniform Traffic Control Devices," Millennium edition, is hereby adopted by reference as the traffic control devices standard of the City and incorporated into this CDC.

is hereby adopted by reference as the geometric design standard of the City and incorporated into this CDC.

**F. Highway capacity standards** - The Transportation Research Board "Highway Capacity Manual," third edition updated 2010, is hereby adopted by reference as the highway capacity standard of the City and incorporated into this CDC.


**H. Wastewater standards** – The “Recommended Standards for Wastewater Facilities,” 2004 edition (Ten State Standards), and the standards contained within Chapter 62-600 (Domestic Wastewater Facilities) of the Florida Administrative Code are hereby incorporated into this CDC as the wastewater standards of the City.

### 18.1.3 National Flood Insurance Program

Those regulations adopted by the Federal Emergency Management Agency published in 44 CFR parts 59, 60, and 65 dated October 10, 1988, and those amendments contained therein dated October 1, 2002, as prescribed in a document entitled, National Flood Insurance Program (Regulations for Floodplain Management and Flood Hazard Identification) applicable to the City of Largo, Florida, are hereby incorporated into this CDC.

### Section 18.2 Property Maintenance Code

#### 18.2.1 General

**A. Scope** – This Section of the CDC shall be known as the Property Maintenance Code, which shall be construed to secure its expressed intent, which is to ensure the public health, safety and welfare in so far as they are affected by the continued occupancy and maintenance of structures and premises.

**B. Applicability** – The provisions of the Property Maintenance Code shall apply to all existing residential and nonresidential structures and all existing premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises; and for administration, enforcement and penalties.

#### 18.2.2 Purpose

**A. General** – The provisions of the Property Maintenance Code shall apply to all matters affecting or relating to structures and premises in the City, as set forth in Section 18.2. The standards referenced in the Property Maintenance Code shall be considered part of the requirements of the Property Maintenance Code to the prescribed extent of each such reference.

Where, in a specific case, different sections of the Property Maintenance Code specify different requirements, the most restrictive shall govern.
B. Maintenance – Equipment, systems, devices and safeguards required by the Property Maintenance Code or a previous regulation under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under the Property Maintenance Code to be removed from, shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of the Property Maintenance Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner’s designated agent shall be responsible for the maintenance of buildings, structures and premises.

C. Application of other codes – Repairs, additions or alterations to a structure, or changes of occupancy, shall be performed in accordance with the procedures and provisions of the Florida Building Code, Florida Fuel Gas Code, Florida Mechanical Code, Florida Plumbing Code, Florida Building Code – Residential and the National Electrical Code.

D. Other remedies – The provisions in the Property Maintenance Code shall not be construed to limit existing or other remedies available to the City relating to the removal or demolition of any structure which is dangerous, unsafe or unsanitary.

E. Workmanship – Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of the Property Maintenance Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer’s installation instructions.

F. Historic buildings – The provisions of the Property Maintenance Code shall not be mandatory for existing buildings or structures that are designated as historic buildings when such buildings or structures are judged by the Building Official to be structurally safe.

G. Requirements not covered by the property maintenance code – Requirements necessary for the strength, stability or proper operation of an existing fixture, structure or equipment, or for the public safety, health and welfare not specifically covered by the Property Maintenance Code, shall be determined by the Building Official.

18.2.3 Definitions
A. General

(1) Scope – Unless otherwise expressly stated, the following terms shall apply, for the purposes of the Property Maintenance Code.

(2) Interchangeability – Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

(3) Terms defined in other codes – Where terms are not defined in the Property Maintenance Code and are defined in the Florida Building Code, Florida Fire Prevention Code, Florida Fuel Gas Code, Florida Plumbing Code, Florida Mechanical Code, Florida Building Code – Residential or the National Electrical Code (collectively “technical codes”), such terms shall have the meanings ascribed to them as stated in those codes. Where there is a conflict between the Property Maintenance Code and an applicable technical code, the meaning ascribed in the most technical code shall prevail.
City of Largo, FL: Comprehensive Development Code

(4) Terms not described – Where terms are not described through the methods authorized by Section 18.2.3, such terms shall have the ordinarily accepted meanings such as the context implies.

(5) Parts – Whenever the words “dwelling unit,” “dwelling,” “premises,” “building,” “rooming house,” “rooming unit,” “housekeeping unit” or “story” are stated in the Property Maintenance Code, the shall be construed as though they were followed by the words “or any part thereof.”

B. Definitions

(1) Approved – Approved by the Building Official or the appropriate City official where otherwise noted.

(2) Basement – That portion of a building which is partly or completely below grade.

(3) Bathroom – Any room containing plumbing fixtures including, but not limited to, a bathtub and/or a shower.

(4) Bedroom – Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit.

(5) Building Official – The officer or other designated authority charged with the administration and enforcement of this code, or a duly authorized representative.

(6) Condemn – To adjudge unfit for occupancy.

(7) Dwelling Unit – A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

(8) Easement – That portion of land or property reserved for present or future use by a person or agency other than the legal fee owner(s) of the property. The easement shall be permitted to be for use under, on or above said lot or lots.

(9) Exterior Property – The open space on the premises and on adjoining property under the control of owners or operators of such premises.

(10) Extermination – The control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food; by poison spraying, fumigating, trapping or by any other approved pest elimination methods.

(11) Garbage – The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

(12) Guard or Guardrail – A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

(13) Habitable Space – Space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

(14) Housekeeping Unit – A room or group of rooms forming a single habitable space equipped and intended to be used for living, sleeping, cooking and eating which does not contain, within such a unit, a toilet, sink and bathtub or shower.
(15) Imminent Danger – A condition which could cause serious or life-threatening injury or death at any time.

(16) Infestation – The presence, within or contiguous to, a structure or premises of insects, rats, vermin or other pests.

(17) Inoperable Motor Vehicle – A vehicle which cannot be driven upon the public streets for reason including but not limited to being non-registered, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

(18) Labeled – Devices, equipment, appliances, or materials to which has been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and by label the manufacturer attests to compliance with applicable nationally recognized standards.

(19) Lavatory – Also known as a sink.

(20) Let for Occupancy or Let – To permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premise or structure by a person who is or is not the legal owner of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

(21) Occupancy – The purpose for which a building or portion thereof is utilized or occupied.

(22) Occupant – Any individual living or sleeping in a building, or having possession of a space within a building.

(23) Openable Area – That part of a window, skylight or door which is available for unobstructed ventilation and which opens directly to the outdoors.

(24) Operator – Any person who has charge, care or control of a structure or premises which is let or offered for occupancy.

(25) Owner – Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

(26) Person – An individual, corporation, partnership or any other group acting as a unit.

(27) Premises – A lot, plot or parcel of land, easement of public way, or right-of-way, including any structure thereon.

(28) Public Way – Any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently appropriated to the public for public use.

(29) Rooming Unit – Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.
(30) Rubbish – Combustible and noncombustible waste materials, except garbage; the term shall include residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery and dust and other similar materials.

(31) Sleeping Unit – A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

(32) Structure – That which is built or constructed or a portion thereof.

(33) Tenant – A person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit.

(34) Toilet Room – A room containing a toilet and a sink but not a bathtub or shower.

(35) Ventilation – The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

(36) Water closet – Also known as a toilet.

(37) Workmanlike – Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

(38) Yard – An open space on the same lot with a structure.

18.2.4 Procedures

A. Property maintenance inspection

(1) General – The City Building Division shall coordinate and conduct all property maintenance inspections and the executive official in charge thereof shall be known as the Building Official.

(2) Appointment – The Building Official shall be appointed by the City Manager or designee.

(3) Fees – The fees for activities and services performed by the Building Division in carrying out its responsibilities under the Property Maintenance Code shall be as indicated in the City of Largo Fee Ordinance.

B. Duties and powers of the Building Official


(2) Rule-making authority – The Building Official shall have authority as necessary in the interest of public health, safety and general welfare, to interpret and implement the provisions of the Property Maintenance Code; to secure the intent thereof; and to designate requirements applicable because of local climate or other conditions. Such rules shall not have the effect of waiving structural or fire performance requirements specifically provided for in the Property Maintenance Code, or of violating accepted engineering methods involving public safety.

(3) Inspections – The Building Official shall make all of the required inspections, or shall accept reports of inspections by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by the person responsible for the required inspection.
(4) Right of entry – The Building Official is authorized to enter any structure or premises at reasonable times to inspect subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Building Official is authorized to pursue recourse to obtain entry as provided by law.

(5) Identification – The Building Official shall carry proper identification when inspecting structures or premises in the performance of duties under the Property Maintenance Code.

(6) Notices and orders – The Building Official shall issue all necessary notices or orders to ensure compliance with the Property Maintenance Code.

(7) Department records – The Building Official shall keep official records of all business and activities of the department specified in the provisions of the Property Maintenance Code. Such records shall be retained in the official records as long as the building or structures to which such records relate remains in existence, unless otherwise provided for by other regulations or law.

C. Approval

(1) Modifications – Whenever there are practical difficulties involved in carrying out the provisions of the Property Maintenance Code, the Building Official shall have the authority to grant modifications for individual cases, provided the Building Official finds that the strict letter of the Property Maintenance Code impractical, the modification is in compliance with the intent and purpose of the Property Maintenance Code and such modification does not lessen health, life and fire safety requirements. The details of an action granting modifications shall be in writing and maintained in the department files.

(2) Alternative materials, methods and equipment – The Property Maintenance Code is not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by the Property Maintenance Code, provided that any such alternative has been approved by the Building Official. An alternative material or method of construction may be approved where the Building Official finds that the proposed design is satisfactory and complies with the intent of the provisions of the Property Maintenance Code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in the Property Maintenance Code in quality, strength, effectiveness, fire resistance, durability and safety.

(3) Required testing – Whenever there is insufficient evidence of compliance with the Property Maintenance Code, or evidence that a material or method does not conform to the requirements of the Property Maintenance Code, or in order to substantiate claims for alternative materials or methods, the Building Official shall have the authority to require tests to be made as of compliance at the expense of the one holding the permit(s), the developer, or the property owner.

(a) Test methods – Test methods shall be as specified in the Property Maintenance Code or by other recognized test standards. In the absence of recognized and accepted test methods, the Building Official shall be permitted to approve appropriate testing procedures performed by an approved agency.
(4) Material and equipment reuse – Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved.

D. Violations

(1) Unlawful acts – It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of the Property Maintenance Code.

(2) Prosecution of violation – Any persons failing to comply with the Property Maintenance Code may be served a notice of violation. Any violation may be enforced through any legal or administrative proceedings available to the Building Official, including proceedings in equity to enjoin, restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure.

(3) Abatement of violation – The institution of legal or administrative proceedings shall not preclude the Building Official from instituting appropriate action to enjoin, restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises. Any costs incurred by the City in abating a violation shall constitute a lien upon the property where the violation is located.

E. Notices

(1) Notice to person responsible – Whenever the Building Official determines that there has been a violation of the Property Maintenance Code, notice shall be given in the manner prescribed below to the person responsible for the violation as specified in the Property Maintenance Code. Notices for condemnation procedures shall also comply with the requirements of this subsection.

(2) Form – Such notice prescribed above shall be in accordance with all of the following:

(a) Be in writing.

(b) Include a description of the subject property that is sufficient for identification.

(c) Include a statement of the violation or violations and why the notice is being issued.

(d) Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of the Property Maintenance Code.

(e) Inform the property owner of the right to appeal.

(f) Include a statement of the City's right to file a lien in accordance with this subsection.

(3) Method of service: The notice shall be deemed to be properly served if a copy thereof is:

(a) Delivered personally;

(b) Sent by certified mail addressed to the alleged violator's last known address; or
(c) If the notice is sent is returned by the post office showing that the certified letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure or on the property affected by such notice.

F. Unsafe structures and equipment

(1) General – When a structure or equipment is found by the Building Official to be unsafe, or when a structure is found unfit for human occupancy, such structure may be condemned.

(a) Unsafe structures – An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

(b) Unsafe equipment – Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to the life, health, property or safety of the public or occupants of the premises or structure.

(c). Structure unfit for human occupancy – A habitable structure is unfit for human occupancy whenever the Building Official finds that such structure is unsafe or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, heating facility, sanitary or other essential equipment required by the Property Maintenance Code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

(2) Closing of vacant structures – If the structure is vacant and unfit for human habitation and occupancy, the Building Official is authorized to post a placard of condemnation on the premises and order the structure secured so as not to be an attractive nuisance. Upon failure of the owner to secure the premises within the time specified in the order, the Building Official shall close and secure the premises through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the property upon which the structure is located and the costs shall constitute a lien upon such property and may be collected by any legal means.

(3) Notice – Whenever the Building Official has condemned a structure or equipment under the provisions of Section 18.2.4.F, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 18.2.4.E. If the notice pertains to equipment, it shall also be placed on the condemned equipment in the form prescribed by Section 18.2.4.E.

(4) Placarding – Upon failure of the owner or persons responsible to comply with the Property Maintenance Code within the time given in the notice, the Building Official shall post on the premises or on the defective equipment a placard bearing the word “Condemned” and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.
(a) Placard removal – The Building Official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding actions were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the Building Official shall be subject to penalties provided by the Property Maintenance Code.

(5) Prohibited occupancy – Any occupied structure condemned and placarded by the Building Official shall be vacated as ordered by the Building Official.

Any person who shall occupy a placarded premises or shall operate placarded equipment shall be in violation of the Property Maintenance Code.

G. Emergency measures

(1) Imminent danger – When, in the opinion of the Building Official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of a structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the Building Official is authorized and empowered to require the occupants to vacate the premises forthwith. The City of Largo Building Official shall cause to be posted at each entrance of such structure a notice reading as follows: “This Structure is Unsafe and Its Occupancy Has Been Prohibited by the Building Official.” It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

(2) Temporary safeguards – Notwithstanding other provisions of the Property Maintenance Code, whenever, in the opinion of the Building Official, there is imminent danger to the health and safety of the occupant(s) or public due to unsafe conditions, the Building Official may order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedures described have been instituted; and may cause such other action to be taken as the Building Official deems necessary to abate such emergency.

(3) Closing streets – When necessary for public safety, the Building Official may temporarily close structures and close, or request the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures and prohibit the same from being utilized.

(4) Emergency repairs – The City may perform the necessary work to temporarily safeguard the premises. The costs incurred by the City shall constitute a lien on the property where the violation is located.

(5) Hearing – Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the Code Enforcement Board be afforded a hearing as described in the Property Maintenance Code.

H. Demolition
(1) General – The Building Official shall order the owner of any premises upon which is located any structure, which in the Building Official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to demolish and remove such structure, or portions thereof.

(2) Notices and orders – All notices and orders shall comply with Section 18.3.4.E.

(3) Failure to comply – If the owner of a premises fails to comply with a demolition order within the time prescribed, the Building Official may cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the property upon which the structure is located and the costs shall constitute a lien upon such real estate.

I. Means of appeal

(1) Application for appeal – Any person directly affected by a decision of the Building Official or a notice or order issued under the Property Maintenance Code shall have the right to appeal said decision, notice or order to the Code Enforcement Board, provided that a written application for appeal is filed within twenty (20) days after the day of the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of the Property Maintenance Code has been incorrectly interpreted, the provisions of the Property Maintenance Code do not fully apply, or the requirements of the Property Maintenance Code are adequately satisfied by other means. The notice of appeal shall state the basis for the appeal and the facts that support the appeal.

(2) Notice of meeting – The Board shall meet upon notice from the Building Official, within 30 days of the filing of an appeal.

(3) Open hearing – The appellant, the appellant's representative, the Building Official and any person whose interests are affected shall be given an opportunity to be heard.

(4) Procedure – The Board shall adopt and make available to the public through the board secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

(5) Board decision – The Board shall affirm, modify or reverse the decision of the Building Official by a vote of a majority of the total number of Board members present at the hearing.

(6) Court Review – A party shall have the right to appeal the Board's decision by the filing of a petition for a writ of certiorari in the circuit court in the manner and time required by law.

18.2.5 Requirements for Maintenance of Structures, Equipment, and Exterior Property
A. General
(1) Scope – The provisions of this Section shall govern the minimum conditions and the responsibilities of persons for the maintenance of structures, equipment and exterior property.

(2) Responsibility – The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in the Property Maintenance Code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of the Property Maintenance Code. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping it in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

(3) Vacant structures and land – All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided in the Property Maintenance Code so as not to cause a blighting problem or adversely affect the public health or safety.

B. Exterior property areas

(1) Sanitation – All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupants shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

(2) Grading and drainage – All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception: Approved retention areas and reservoirs.

(3) Sidewalks and driveways – All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

(4) Rodent harborage - All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approval processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

(5) Exhaust vents – Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

(6) Accessory structures – All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

(7) Defacement of property – No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti.

(8) It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.
C. Exterior structure – The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

(1) Protective treatment – All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion.

(2) Structural members – All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

(3) Foundation walls – All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

(4) Exterior walls – All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained, weatherproofed and properly surface coated where required to prevent deterioration.

(5) Roofs drainage – The roof and flashing shall be sound, tight and not have defects that admit water. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portions of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance or that adversely affects neighboring properties, real or personal, by causing damage, deterioration, etc. to that adjacent property.

(6) Decorative features – All cornices, belt courses, corbels, terracotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

(7) Overhang extensions – All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes, fire department connection (FDC) and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

(8) Stairways, decks, porches and balconies – Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

(9) Chimneys and towers – All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
(10) Handrails and guards – Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(11) Window, skylight and door frames – Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

(12) Openable windows – Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

(13) Insect screens – Year round, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

(14) Doors – All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 18.2.9.B.(3).

(15) Basement hatchways – Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

(16) Guards for basement windows – Every basement window that is openable shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

(17) Building security – Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

(a) Doors – Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a lock designed to be readily openable from the side which egress is to be made without the need for keys, special knowledge or effort and shall have a lock throw of not less than one (1) inch. Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order.

(b) Windows – Operable windows located in whole or in part within six (6) feet above ground level or a walking surface below that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking device.

(c) Basement hatchways – Basement hatchways that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with devices that secure the units from unauthorized entry.

D. Interior structure - The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a
structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

(1) Structural members – All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

(2) Stairs and walking surfaces – Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.

(3) Handrails and guards – Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(4) Interior doors – Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

E. Handrails and guardrails – Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than thirty (30) inches above the floor or grade below shall have guardrails. Handrails shall not be less than thirty (30) inches high or more than forty-two (42) inches high measured vertically above the nosing of the tread, or above the finished floor, of the landing or walking surfaces.

Exception: Guardrails shall not be required where exempted by the Florida Building Code.

F. Extermination – All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent re-infestation.

(1) Owner – The owner of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.

(2) Single occupant – The occupant of a single-family dwelling or of a single-tenant nonresidential structure shall be responsible for extermination on the premises.

(3) Multiple occupancy – The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant or tenant to prevent such infestation in the area occupied, the occupant or tenant shall also be responsible for extermination.

(4) Occupant – The occupant of any structure shall be responsible for the continued rodent and pest-free condition of the structure.

(5) Exception – Where the infestations are caused by defects in the structure, the owner shall be responsible for extermination.

G. Light, ventilation, and occupancy limitations

(1) General
(a) Scope – The provisions of this Section shall govern the minimum conditions and standards for light, ventilation and space for occupying a structure.

(b) Responsibility – The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. A person shall not occupy as owner-occupant, or permit another person to occupy, any premises that do not comply with the requirements of this Section.

(c) Alternative devices – In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the Florida Building Code shall be permitted.

(2) Light

(a) Habitable spaces – Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be eight (8) percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than three (3) feet from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

Exception: Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be at least eight (8) percent of the floor area of the interior room or space, but not less than twenty-five (25) square feet. The exterior glazing area shall be based on the total area being served.

(b) Common halls and stairways - Every common hall and stairway in residential occupies, other than in one- and two-family dwellings, must be lighted at all times with at least a 60-watt standard incandescent light bulb for each 200 square feet of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than thirty (30) feet. In non-residential occupies, means of egress, including exterior means of egress, stairways shall be illuminated at all times the building space is occupied with a minimum of 1 footcandle (11 lux) at floors, landings and treads.

(c) Other spaces – All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

(3) Ventilation

(a) Habitable spaces – Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least forty-five (45) percent of the minimum glazed area required in Section 18.2.5.G.(2)a.

Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room and space, but not less than twenty-five (25) square feet. The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

(b) Bathrooms and toilet rooms – Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 18.2.5.G.(3)a, except that a
window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system for a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.

(c) Cooking facilities – Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in the rooming unit or dormitory unit.

Exceptions: Where specifically approved in writing by the Building Official. Devices such as coffeepots and microwave ovens shall not be considered cooking appliances.

(d) Process ventilation – Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.

(e) Clothes dryer exhaust – Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted in accordance with the manufacturer's instructions.

H. Occupancy limitations

(1) Privacy – Dwelling units, hotel units, housekeeping units, rooming units and dormitory units shall be arranged to provide privacy and be separate from other adjoining spaces.

(2) Minimum room widths - A habitable space, other than a kitchen, shall not be less than seven (7) feet in any plan dimension. Kitchens shall have a clear passageway of not less than three (3) feet between counter fronts and appliances or counter fronts and walls.

(3) Minimum ceiling heights – Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of at least seven (7) feet.

Exceptions:

In one- and two-family dwellings, beams or girders spaced not less than four (4) feet on center and projecting not more than six (6) inches below the required ceiling height.

Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a ceiling height of not less than six (6) feet 8 inches with not less than six (6) feet four (4) inches of clear height under beams, girders, ducts and similar obstructions.

Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least seven (7) feet over not less than one-third of the required minimum floor area. In calculating the floor areas of such rooms, only those portions of the floor area with a clear ceiling height of five (5) feet or more shall be included.

(4) Bedroom and living room requirements – Every bedroom and living room shall comply with the following requirements:

(a) Room area – Every living room shall contain at least one hundred twenty (120) square feet and every bedroom shall contain at least seventy (70) square feet.
(b) Access from bedrooms – Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.

Exception: Units that contain fewer than two bedrooms.

(c) Water closet accessibility – Every bedroom in a shall have access to at least one water closet and lavatory located in the same story as the bedroom or an adjacent story.

(d) Prohibited occupancy – Kitchens and non-habitable spaces shall not be used for sleeping purposes.

(e) Other requirements – Bedrooms shall comply with the applicable provisions of the Property Maintenance Code including, but not limited to, the light, ventilation, room area, ceiling height and room width requirements of this subsection; the plumbing facilities and water-heating facilities requirements of Section 18.2.7; the heating facilities and electrical receptacle requirements of Section 18.2.8 and the smoke detector and emergency escape requirements of Section 18.2.9.

(5) Overcrowding – The number of persons occupying a dwelling unit shall not create conditions that, in the opinion of the Building Official, endanger the life, health, safety or welfare of the occupants.

(6) Efficiency unit – Nothing in this section shall prohibit an efficiency living unit from meeting the following requirements:

(a) A unit occupied by not more than two occupants shall have a clear floor area of not less than two hundred twenty (220) square feet. A unit occupied by three occupants shall have a clear floor area of not less than three hundred twenty (320) square feet. These required areas shall be exclusive of the areas required by items (b) and (c).

(b) The unit shall be provided with a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than thirty (30) inches in front. Light and ventilation conforming to the Property Maintenance Code shall be provided.

(c) The unit shall be provided with a separate bathroom containing a water closet, lavatory and bathtub or shower.

(d) The maximum number of occupants shall be three.

(7) Food preparation – All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage.

**18.2.7 Plumbing Facilities and Fixture Requirements**

**A. General**

(1) Scope – The provisions of this Section shall govern the minimum plumbing systems, facilities and plumbing fixtures to be provided.

(2) Responsibility – The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not
occupy as owner-occupant or permit another person to occupy any structure or premises which does not comply with the requirements of this subsection.

B. Required facilities

(1) Dwelling units – Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink which shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in the same room as the water closet or located in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.

(2) Rooming houses – At least one water closet, lavatory and bathtub or shower shall be supplied for each four rooming units.

(3) Hotels – Where private water closets, lavatories and baths are not provided, one water closet, one lavatory and one bathtub or shower having access from a public hallway shall be provided for each ten occupants.

(4) Places of Employment, excluding home office of convenience – A minimum of one water closet, one lavatory and one drinking facility shall be available to employees.

C. Toilet rooms

(1) Privacy – Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

(2) Location – Toilet rooms and bathrooms serving hotel units, rooming units or dormitory units or housekeeping units, shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

(3) Location of employee toilet facilities – Toilet facilities shall have access from within the employees' working area. The required toilet facilities shall be located not more than one story above or below the employees' working area and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m) from the employees' regular working area to the facilities.

Exception: Facilities that are required for employees in storage structures or kiosks, which are located in adjacent structures under the same ownership, lease or control, shall not exceed a travel distance of 500 feet from the employees' regular working area to the facilities.

D. Plumbing systems and fixtures

(1) General – All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition.

(2) Fixture clearances – Plumbing fixtures shall have adequate clearances for usage and cleaning.

(3) Plumbing system hazards – Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross connection, backsiphonage, improper installation, deterioration or
damage or for similar reasons, the Building Official shall require the defects to be corrected to eliminate the hazard.

E. Water system

(1) General – Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the Florida Plumbing Code.

(2) Contamination – The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an approved atmospheric-type vacuum breaker or an approved permanently attached hose connection vacuum breaker.

(3) Supply – The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

(4) Water heating facilities – Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 110°F (43°C). A gas-burning water heater shall not be located in any bedroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided.

An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

F. Sanitary drainage system

(1) General – All plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage disposal system.

(2) Maintenance – Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects.

18.2.8 Mechanical and Electrical Requirements

A. General

(1) Scope – The provisions this Section shall govern the minimum mechanical and electrical facilities and equipment to be provided.

(2) Responsibility – The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this Section.

B. Heating facilities
(1) Facilities required – Heating facilities shall be provided in structures as required by this Section.

(2) Residential occupancies – Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in Appendix D of the Florida Plumbing Code. Cooking appliances shall not be used to provide space heating to meet the requirements of this subsection.

Exception: In areas where the average monthly temperature is above 30°F (-1°C), a minimum temperature of 65°F (19°C), shall be maintained.

(3) Heat supply – Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either express or implied, to furnish heat to the occupants thereof shall supply heat to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the Florida Plumbing Code.

(4) Room temperature measurement – The required room temperatures shall be measured three (3) feet above the floor near the center of the room and two (2) feet inward from the center of each exterior wall.

C. Mechanical equipment

(1) Mechanical appliances – All mechanical appliances, fireplaces, solid fuel-burning appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

(2) Removal of combustion products – All fuel-burning equipment and appliances shall be connected to an approved chimney or vent.

Exception: Fuel-burning equipment and appliances which are labeled for unvented operation.

(3) Clearances – All required clearances to combustible equipment shall be maintained.

(4) Safety controls – All safety controls for fuel-burning equipment shall be maintained in effective operation.

(5) Combustion air – A supply of air for complete combustion of the fuel and for ventilation of the space containing the fuel-burning equipment shall be provided for the fuel-burning equipment.

(6) Energy conservation devices – Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom, shall not be installed unless labeled for such purpose and the installation is specifically approved by the Building Official.

D. Electrical facilities
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(1) Facilities required – Every occupied building shall be provided with an electrical system in compliance with the requirements of this subsection and Section 18.2.8.E.

(2) Service – The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the Florida Building Code and the National Electrical Code. Dwelling units shall be served by a three-wire, 120/140 volt, single-phase electrical service having a rating of not less than 60 amperes.

(3) Electrical system hazards – Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for other similar reasons, the owner shall correct the defects to eliminate the hazard.

E. Electrical equipment

(1) Installation – All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe manner.

(2) Receptacles – Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every bathroom shall contain at least one receptacle. Any new or replacement bathroom receptacle outlet shall have ground fault circuit interrupter protection.

(3) Luminaries – Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, broiler room and furnace room shall contain at least one electrical luminary.

F. Elevators, escalators and dumbwaiters

(1) General – Elevators, dumbwaiters and escalators shall be maintained in compliance with ASME A17.1 and CSA B44. The most current certification of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter, or the certificate shall be available for public inspection in the office of the building operator. The inspection and tests shall be performed at not less than the periodical intervals listed in ASME A17.1, Appendix N, and CSA B44, except where otherwise specified by the authority having jurisdiction.

(2) Elevators – In buildings equipped with passenger elevators, at least one elevator shall be maintained in operation at all times when the building is occupied.

(3) Exception – Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing.

G. Duct systems – Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.

18.2.9 Fire Safety Requirements

A. General

(1) Scope – The provisions of the Section shall govern the minimum conditions and standards for fire safety relating to structures and exterior premises, including fire safety facilities and equipment to be provided.

(2) Responsibility – The owner of the premises shall provide and maintain fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as owner-
occupant or permit another person to occupy any premises that do not comply with the requirements of this subsection.

B. Means of egress

(1) General – A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the Florida Fire Prevention Code and the Florida Building Code.

(2) Aisles – The required width of aisles in accordance with the Florida Fire Prevention Code and the Florida Building Code shall be unobstructed.

(3) Locked doors – All means of egress doors shall be readily openable from the side which egress is to be made without the need for keys, special knowledge or effort unless the door hardware conforms to that permitted by the Florida Building Code 6th Edition ((2017) and the Florida Fire Prevention Code.

(4) Emergency escape openings – Required emergency escape openings shall be maintained in accordance with the Florida Fire Prevention Code and the Florida Building Code in effect at the time of construction, and the following:

(a) Required emergency escape and rescue openings shall be operational from inside of the room without the use of keys or tools;

(b) Bars, grills, gates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the Florida Fire Prevention Code and the Florida Building Code that was in effect at the time of construction and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.

C. Fire-resistance ratings

(1) Fire-resistance-rated assemblies – The required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.

(2) Opening protectives - Required opening protectives shall be maintained in an operative condition. All fire and smokestop doors shall be maintained in operable condition. Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable.

D. Fire protection systems

(1) General – All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the Florida Fire Prevention Code and the Florida Building Code.

(2) Smoke alarms – Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and in dwellings not regulated in Group R occupies, regardless of occupant load at all of the following locations:

(a) On the ceiling or wall outside of each separate sleeping area and in the immediate vicinity of bedrooms.

(b) In each room used for sleeping purposes.
(c) In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

(d) Single or multiple-station smoke alarms shall be installed in other Groups in accordance with the Florida Fire Prevention Code and the Florida Building Code.

(3) Power source – In Group R occupies and in dwellings not regulated as Group R occupies, single-station smoke alarms shall receive their primary power from the building wiring provided that such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms shall emit a signal when the batteries are low.

Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

Exception: Smoke alarms are permitted to be solely battery operated in buildings where no construction is taking place, buildings that are not served from a commercial power source and in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for building wiring without the removal of interior finishes.

(4) Interconnection – Where more than one smoke alarm is required to be installed within an individual dwelling unit in Group R-2, R-3, R-4 and in dwellings not regulated as Group R occupies, the smoke alarms shall be interconnected in such a manner that activation of one alarm will activate all the alarms in the individual unit. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed.

Exceptions:

Interconnection is not required in buildings which are not undergoing alterations, repairs, or construction of any kind.

Smoke alarms in existing areas are not required to be interconnected where alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for interconnection without the removal of interior finishes.
Chapter 19: Land Use Changes & Development Orders for Mobile Home Communities

Section 19.1 Qualifying Official Government Action (QOGA) in General –

For purposes of this Chapter, a Qualifying Official Government Action (QOGA), is a determination of an application for land use change or any development order that would result in the removal or relocation of mobile home owners residing in a mobile home community other than a resident-owned mobile home community.

19.1.1 Applicant Role and Responsibility

A. Applicability – For purposes of this Chapter, the “Applicant” is defined as an applicant for a QOGA with respect to a property used as a mobile home community under Chapter 723, Florida Statutes as of April 11, 2006 or used as a mobile home community as of the effective date of the annexation of the property. The owner of record of the subject property shall sign such application. Resident-owned mobile home developments involved in legally sanctioned and voluntary applications for changes of land use are specifically excluded from the provisions of this Section.

B. Applicant’s responsibilities

(1) Replacement housing profile – Consistent with this CDC, the application shall provide information specified in Section 19.1.3 to support the necessary determination that adequate mobile home communities, or other suitable facilities, exist for the relocation of the mobile home owners being displaced under Section 723.083, Florida Statute (hereinafter referred to as the "determination"). For purposes of this Section, "Mobile Home Owners" shall be defined as those persons who own their mobile home but rent a lot space within the subject property and are subject to the provisions and protections provided for in Chapter 723, Florida Statutes.

(2) Supplementary information after preliminary staff review - If upon initial review of the application by City staff, it is determined that additional information is required to make the requisite finding, the City staff may grant the Applicant an additional thirty (30) days to supplement the record.

(3) Supplemental rental assistance payment funds – The applicant will provide the City, within fifteen (15) days of final approval of applicant's application for a QOGA, the Supplemental Rental Assistance Payment funds as specified in this Section to assure that the identified mobile home communities or other suitable facilities are affordable to mobile home owners within the subject property that will be displaced by the qualified official governmental action. The approval of Applicant's application shall be conditional on and shall not take effect until the deposit is received by the City.
(4) Replacement unit identification – The Applicant will identify a replacement unit in a mobile home community or other suitable facility located within ten (10) miles of the subject property for each mobile home owner within the subject property who requests rental assistance payments. Replacement units must be decent, safe, and sanitary, and meet the City of Largo’s Housing Quality Standards. Nothing herein shall prevent a mobile home owner from accepting a replacement unit outside the ten (10) mile radius if the mobile home owner so chooses.

(5) Eviction notice - No notice of eviction for change of use of property shall be given or effective unless the mobile home community owner has first paid to the City an amount equal to the City's actual out-of-pocket cost to qualify mobile home owners and provide initial counseling times the number of owner-occupied mobile homes located in the mobile home community. Such sum shall be used by the City or its assignee's in determining whether mobile home owners qualify for rental assistance payments here under and shall be fully creditable against any sums payable pursuant to this CDC. The Applicant will notify mobile home owners of their rights under this Section, including possible eligibility for rental assistance payments if affordable replacement or relocation facilities cannot be identified, no later than the date of the eviction notice for change of use is given to mobile home owners.

19.1.2 Municipal Role and Responsibility
A. City Commission – For all QOGA that requires action by the City Commission under this CDC, the City Commission shall make the determination during the second public hearing when the Future Land Use Map amendment is considered. The City Commission may continue the hearing should it request supplemental information to assist in making the determination.

B. Development Control Officer (DCO) - For all QOGA that requires approval of a development order by the Development Controls Officer (DCO) under this CDC, the DCO shall make the determination prior to approval of the application.

C. Final decision -

(1) The City Commission or DCO shall review all information provided and shall make their decision based on substantial and competent evidence.

(2) If the City Commission or DCO is satisfied that the evidence indicates that adequate mobile home parks or other suitable facilities exist for the relocation of the eligible displaced mobile home owners, it shall make a finding of such and may approve the QOGA.

(3) If the City Commission or DCO finds that the evidence indicates that there does not exist adequate mobile home communities or other suitable facilities for the relocation of the eligible displaced mobile home owners, the QOGA will be disapproved, except as provided for in Section 19.1.4.

(4) The City Commission or City Staff may grant a conditional approval of the QOGA pursuant to Section 19.1.4.

19.1.3 Conditional Final Decision
A. Conditional approval – Upon determining that there is a lack of competent substantial evidence to support the Determination under Section 723.083, Florida Mobile Home Act, the City Commission or DCO may condition approval upon the Applicant's willingness to deposit monies into a Supplemental Rental Assistance Payment Fund for purposes of assuring that
rental assistance is available for all eligible mobile home owners for whom affordable mobile home communities or other suitable facilities cannot be identified.

**B. Required information** – To determine if the Applicant qualifies for a conditional final approval, the Applicant shall be required to provide sufficient information to establish a replacement housing profile for the mobile home owners residing in the community. Required information must include, but is not limited to, the following:

1. The total number of mobile homes in the community that are owned by mobile home owners; and
2. The monthly rent charged for each space occupied by a mobile home owner; and
3. A list of the names and mailing addresses of the present mobile home owners within the subject property. This list should identify those units that are suitable for moving and for which only vacant replacement lots will be identified; and
4. Household profile for each owner-occupied mobile home within the park, including number of adults, number of children, ages of all occupants, and number of any pets, if allowed, in the community; and
5. A list of other mobile home communities or other suitable facilities with vacant units available at the time of application that are of a similar cost profile to which owners residing in the subject property could reasonably expect to relocate, and that are located within a ten (10) mile radius of the subject property, or other such location that is acceptable to the mobile home owners. This list will include, at a minimum, name and address of the park, park contact name and phone number, the number of vacant spaces available and the cost of those spaces, park guidelines on age and condition of acceptable units, number of rental units available and the cost of those rentals. All parks or other suitable facilities must be located within a ten (10) mile radius of the subject property and serve the same age, household, and occupancy profiles as the subject property.

### Section 19.2 Supplemental Rental Assistance Fund for Mobile Home Owners Displaced as a Result of a QOGA

**19.2.1 Purpose**
The Supplemental Rental Assistance Payment Fund is intended as a resource to assure that affordable mobile home parks or other suitable facilities will be available for mobile home owners who are removed or relocated as a result of a Qualifying Official Government Action (QOGA). Payments from this fund do not provide a relocation payment or any other form of compensation to mobile home owners. If the Applicant for a QOGA identify adequate mobile home communities, or other suitable facilities that are affordable to the impacted mobile home owners, the payment will be used to provide temporary rental assistance to qualified mobile home owners.

**19.2.2 Procedure**

**A. Calculation of deposits** – The amount deposited into the Supplemental Rental Assistance Payment Fund will be calculated by the City or its designee using the following methodology:
(1) Identify the units occupied by mobile home owners and unit size based on number of bedrooms; and

(2) Identify the weighted average lot rent for owners in the subject mobile home park; and

(3) Identify the weighted average rents for similarly sized rental units in the City of Largo; and

(4) The per-unit amount to be deposited is based on the gap between the weighted average monthly lot rent and the weighted average monthly rent for similarly sized apartments in the City of Largo; and

(5) The per-unit amount defined in Section 19.2.2(4) is multiplied by the number of owners on the subject property, who have not voluntarily signed a waiver of their Section 723.083, F.S. protections, and by the twenty-four (24) month maximum assistance period; and

(6) To determine the total deposit required, the amount calculated in Section 19.2.2.A.(5), above, is multiplied by a factor of 1.15 to meet administrative fee requirements.

B. Administrative fee – Funds deposited with the City to provide rental assistance payments are subject to a fifteen (15) percent non-refundable fee to cover the cost of program administration.

C. Form of payment – Deposits to the Supplemental Rental Assistance Payment Fund, (“the Fund”) will be made payable to City of Largo or its designee. The City or its designee will calculate the deposit amount required based on an economic profile derived from information provided by the Applicant as described in this Section. The full Supplemental Rental Assistance Payment amount must be deposited prior to issuance of any permits or development orders for the site.

The deposit may be cash or an irrevocable letter of credit, or a combination thereof equaling the total amount of the required deposit. Any letter of credit shall be issued by a major financial institution licensed to do business in the State of Florida with a location in Pinellas County Florida, in favor of the City of Largo, in a form approved by the City or its designee and from which solely the City is authorized to draw upon for rental assistance as provided herein. Any cash deposits shall be deposited by the City in an interest-bearing account, with the interest accruing to the benefit of the Applicant. Any letters of credit shall have an expiration date of two (2) years from the date of issuance, issued for the account of the City of Largo, to be drawn on sight, upon presentation to the bank of the original; letter of credit any documentation reasonably called for in the letter of credit. The effective period of the letter of credit shall be automatically renewed for additional six (6) month terms when and until fully drawn on by the City, the Applicant’s obligations under this section to maintain the deposit with the City expire or the letter of credit is replaced with cash in the full amount of the letter of credit not drawn on.

The Applicant may substitute cash, in whole or in part, for the letter of credit. The letter of credit shall be reduced in an amount to the extent that the Applicant substitutes cash therefor.

D. Supplemental rental assistance payments – Rental assistance payments from the Fund are available for qualified mobile home owners for whom affordable replacement housing has not been identified. The amount of the rental assistance payment shall be sufficient to cover the gap between the rent of the identified eligible unit and the mobile home owner’s affordability. Affordability will be based on gross household income, adjusted for household size as defined
by the State Housing Initiatives Partnership Program (SHIP), Section 420.907, Florida Statutes, using the rents published annually for the SHIP program, adjusted for utilities.

E. Applications for supplemental rental assistance – Mobile home owners requesting rental assistance will be required to complete an Application for Rental Assistance in a form acceptable to the City or its designee within ninety (90) days following receipt of notice to vacate the property or final approval of the QOGA, whichever is later. Information contained in the application will be used to determine household affordability and housing need, and should include, but not be limited to, the following: I

(a) Name, age, total gross household income, places of employment, sources of income, household assets, number of persons in the household, dates of birth, and social security numbers; and

(b) Mailing address, residency status, number of bedrooms in the current mobile home; and

(c) Documentation establishing the applicant as an owner of record for the mobile home per Chapter 723, Florida Statutes; and

(d) Monthly or weekly costs of pad rental, park utility fees, and other charges collected by the park owner from the mobile home owner; and

(e) Any special needs of the residents of the unit relating to handicapped accessibility; and

(f) Signed forms authorizing verification of income/asset information provided.

F. Application review – Applications will be reviewed by City staff or its designee to determine the affordability and housing needs of the mobile home owners. Failure of mobile home owners to provide timely, accurate, and complete information will make it impossible to determine housing needs and affordability and may render them ineligible for rental assistance.

G. Housing counseling as a prerequisite – Mobile home owners requesting rental assistance must agree to receive housing counseling services as a prerequisite to receipt of any assistance. The City or its designee will provide individual housing counseling services to determine the housing needs and level of affordability of the mobile home owner. Rental assistance payments will be used as a resource only when affordable mobile home parks or other suitable facilities have not been identified by other means. Affordable replacement housing may be located for the mobile home owner without the need for rental assistance. Every attempt will be made to place mobile home owners onto suitable waiting lists and identify other strategies that will remove them from the rental assistance program as expeditiously as practicable.

H. Rental assistance payments are made to the lessor – Rental assistance payments will be made directly to the lessor on behalf of the mobile home owner. No payment will be made directly to any mobile home owner, guardian, or family member of a mobile home owner.

I. Term of rental assistance payments – The rental assistance payment benefit period must be consecutive and cannot exceed twenty-four (24) months.

J. Eligibility for rental assistance payments – In order to be eligible for rental assistance payments, mobile home owners must meet the following criteria:
(1) Be an eligible owner of a mobile home as defined in Chapter 723 F.S., who was renting a space in the subject property prior to initiation of the land use change request, and continuing to rent such space from such date to the filing of a complete application for assistance.

(2) Has not been offered an affordable replacement unit, as defined herein, in another mobile home community or other suitable facility.

(3) Has an affordability gap, using the criteria defined herein, between the cost of the identified replacement unit and the affordable rent as published by the SHIP Program for the mobile home owner’s household income category.

(4) Is a full-time resident of the mobile home community, in good standing, as evidenced by being current in rents and other fees due to the park owner, unless such rents and other fees are being withheld due to a bona fide order by a court pending resolution of a pending legal action.

(5) Has provided complete and accurate information in the Application for Rental Assistance described herein.

(6) Has completed the housing counseling prerequisite and complied with all recommendations provided by the housing counselors.

K. Advance of rental assistance payments – If Applicant posts a letter of credit pursuant to this Section, the City shall provide Applicant with a good faith written estimate twenty (20) days prior to commencement of each calendar quarter of the total amount of rental assistance payments and administrative costs anticipated to be required for such quarter, less any funds remaining from prior payments by Applicant. The Applicant shall advance such estimated amount to the City within ten (10) days of receipt of such estimate, failing which the City may draw such amount under the letter of credit. If within the ten (10) day period, Applicant objects in writing to the City’s estimate, Applicant and City shall meet to try to resolve the matter within thirty (30) days after Applicant’s objection, failing which the City may draw on the letter of credit.

L. Refund to applicant - All rental assistance monies provided by the Applicant not used as rental assistance payments and any interest earned thereon, less the administrative fee, will be returned to the Applicant within ninety (90) days following the end of the rental assistance period. The administrative fee is not refundable.

19.2.3 Alternative Mitigation
An Applicant may provide an alternative means of meeting the requirements of Section 723.083, F.S. by addressing, in a manner acceptable to the City, any affordability gap, using the criteria defined herein, between the cost of the identified replacement unit and the affordable rent as published by the SHIP Program for the mobile home owner’s household income category. Any such alternative means shall meet the spirit and intent of this Section, as determined by the City Commission.
Chapter 20: Definitions & Acronyms

Section 20.1 Definitions and Acronyms Use

Terms used in this CDC and not defined in this Section shall have the same meaning as given by the applicable highest authority for a given regulation, such as the Florida Statutes. All other terms shall have the generally accepted meaning in the English language. Terms included within Chapter 18 are specific to the Property Maintenance Code, and shall apply to the application of the standards and provision contained within that section of this CDC. If conflicts in interpretation exist or a term is not defined, the DCO shall provide the intended meaning of a term as used in this CDC.

20.1.A

(1) Abandon: To voluntarily surrender, relinquish, or cease property rights, title, claim, or possession. Vacating property with the intention of not returning.

(2) Abut or Abutting: To physically touch or border upon; or to share a common property line or be separated from such a common border by a right-of-way, alley, or easement.

(3) Accessory Dwelling Unit: A complete housekeeping unit with a separate entrance, kitchen, sleeping area, and full bathroom facilities, which is an attached or detached extension to an existing single-family structure.

(4) Accessory Structure: An incidental and subordinate structure to the principal building on the property which is physically detached from the principal building. Accessory structures must be on the same parcel as the building or use to which they are accessory.

(5) Accessory Use: A use of land or portion thereof customarily incidental and subordinate to the principal use of the land and located on the same parcel with the principal use.

(6) Activity Center: Mixed-use areas that accommodate higher densities/intensities of housing, commercial services, employment and public space amenities in a well-designed and cohesive setting.

(7) Activity Center, Major Activity Center: A highly visible, mixed-use and/or commercial area within the City identified by Largo's Strategic Plan. Specifically, the Plan references the Largo Mall area, the US 19 and Roosevelt intersection, as well as downtown Largo.

(8) Activity Center, Neighborhood: Secondary type of activity center identified by Largo's Strategic Plan. Primarily, this category encompasses businesses that provide personal services and convenience goods for their immediate neighborhood. Neighborhood activity centers are usually located at the intersection of arterial roads and community streets within the City.

(9) Addition (to a building): To an existing building, any walled or roofed expansion of a building in which the addition is connected by a common load-bearing wall other than a fire wall. In new construction, any walled and roofed addition which is connected by a fire wall or is separated by independent perimeter load-bearing walls.
10) Adult Entertainment Use: A use which meets one or more of the definitions describing adult businesses and activities specified in Chapter 7, Article II of the City Code of Ordinances.

(11) Administrative Decision: Any decision made by the Development Controls Officer, or his/her designee.

(12) Adverse Impact: Any potential or actual effect (impact) that is or may be harmful or injurious to human health, welfare, safety, or property, to biological productivity, diversity, or stability, or which unreasonably interferes with the reasonable use of property, including outdoor recreation. The term includes secondary and cumulative as well as direct effects or impacts.

(13) Affordable Housing: Quality designed housing which is available to a household earning one hundred twenty (120) percent or less of area median income (adjusted for family size), which can be rented or purchased in the market without spending more than thirty (30) percent of household income.

(14) Affordable Housing Development (AHD): A residential development which incorporates market rate units with set-aside units. A single-family infill lot is also considered an AHD if it complies with the AHD criteria of this CDC.

(15) Alley: A narrow street, passageway, or service way, which is usually a public right-of-way, located along the rear of abutting properties, and is not intended for general traffic circulation.

(16) Alter or Alteration: To change, rearrange, enlarge, extend, or reduce any structure or part thereof on the same site.

(17) Alteration of a watercourse: A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.


(19) American Society of Consulting Arborists (ASCA): A professional organization that maintains a referral list of arborists who have passed the qualifications needed to attain Registered ASCA Consulting Arborist status.

(20) Ancillary Use: A use which is established to support a primary use. Ancillary uses uses may include, but not be limited to the following: off-street parking, off-site drainage and retention areas, and open space buffer areas associated with allowable nonresidential uses.

(21) Antenna or Antenna Array: Any system of wires, poles, rods, reflecting discs, panels, or similar devices used for the transmission or reception of electromagnetic waves (see "satellite service reception antenna" and "communications tower").

(22) Appeal: A request for a review by a higher authority of an action on an application, or an interpretation of the CDC.

(23) Approved Arborist: An arborist who is currently recognized by the International Society of Arboriculture (ISA) as a Certified Arborist or by the American Society of Consulting Arborists (ASCA) as a Registered Consulting Arborist.
(24) Approved Species List: A list of landscape species that can be used to meet planting requirements provided the site specific conditions match the requirements of the plant.


(26) Arborist: An individual trained in arboriculture, forestry, landscape architecture, horticulture, or related fields and experienced in the conservation and preservation of native and ornamental trees.

(27) Arcade:

(a) In architecture, an arcade is a series of arches carried by columns or piers, a passageway between arches and a solid wall, or a covered walkway that provides access to adjacent shops.

(b) In land use, an arcade is a place or facility where pinball or other similar electronic games are played for amusement only. Arcades may not include any gambling devices prohibited by law.

(28) Area: The dimension of a site as measured by multiplying the length times the width of the land to be developed and platted into one (1) lot of record.

(29) Assisted Living Facility (ALF): An entity, licensed under chapter 58A-5, Florida Administrative Code, which provides or arranges for housing, on-site monitoring, and personal care services and/or home care services (either directly or indirectly), to one or more adults who are not relatives of the owner or administrator in a home-like setting, for a period exceeding twenty-four (24) hours.

(30) A standard titled Flood Resistant Design and Construction that is referenced by the Florida Building Code. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

(31) Awning: See “canopy.”

20.1.B

(1) Base Flood: A flood having a 1-percent chance of being equaled or exceeded in any given year. [Also defined in FBC, B, Section 202.] The base flood is commonly referred to as the “100-year flood” or the “1-percent-annual chance flood.”

(2) Base flood elevation: The elevation of the base flood, including wave height, relative to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) or other datum specified on the Flood Insurance Rate Map (FIRM). [Also defined in FBC, B, Section 202.]

(3) Basement: The portion of a building having its floor subgrade (below ground level) on all sides. [Also defined in FBC, B, Section 202; see “Basement (for flood loads)”.

(4) Berm: A man-made earthwork contoured so as to form a mound above the general elevation of the adjacent ground or surface used to shield and buffer various land uses.

(5) Best Management Practices (BMP): Activities, prohibitions, practices, procedures, programs, or other measures designed to reduce or minimize adverse impacts of development on an adjoining site’s land, water or waterways, and waterbodies.
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(6) Bingo Hall: A facility used primarily for bingo games, open to the public and not in a subsidiary nature to another use.

(7) Boarding House: See “Rooming House.”

(8) Buffer: A land area between two uses of specified minimum width used to visibly separate one use from another. A buffer may contain landscaping and/or a barrier, such as a berm, wall, or fence, designed to provide screening from noise, lights, or other nuisances.

(9) Building: Any structure having a roof supported by columns or walls designed or built for the support, enclosure, shelter, or protection of persons, animals, chattels, or property of any kind.

(10) Building Frontage: The length of any side of a building which fronts on a public street, measured in a straight line parallel with the abutting street.

(11) Building Site: The part of a parcel of land designed to be occupied by the principal building and such accessory buildings or uses customarily incidental to it.

(12) Build-To Line: The line at which construction of a building facade is to occur on a property. A build-to line runs parallel to, and is measured from, the front property line and is established to create a more or less even building facade line on a street.

20.1.C

(1) Caliper: The standard nursery measurement for diameter in inches of a single – stemmed tree trunk measured twelve (12) inches above grade for trees four (4) inches diameter at breast height (DBH) or greater and six (6) inches above grade for trees less than four (4) inches in DBH.

(2) Canopy: In architecture – a roof-like structure, regardless of material, generally located above a door, window, or extending across a building facade which is attached to and projects from a building wall.

(3) Canopy Tree: A self – supporting, protected woody plant that normally grows to a minimum height of thirty-five (35) feet and has a trunk that can be maintained with over eight (8) feet of clear wood.

(4) Capacity-To-Serve Determination: An evaluation made by the City that sufficient capacity for public facilities and/or services is available to serve a proposed development.

(5) Change Out: The replacement of an existing utility pole, communications tower, or other telecommunications or utility facility with a new structure similar in type, but different in height, bulk, or attachments.

(6) City: The City of Largo, Florida.

(7) Class II Use: See “Conditional Use.”

(8) CLR-CRD: The Clearwater-Largo Road Community Redevelopment District.

(9) City Manager: The City Manager for the City of Largo, or any such person designated to act in his/her stead.
(10) Coastal Construction Control Line: The line established by the State of Florida pursuant to Section 161.053, F.S., and recorded in the official records of the community, which defines that portion of the beach-dune system subject to severe fluctuations based on a 100-year storm surge, storm waves or other predictable weather conditions.

(11) Coastal High Hazard Area: A special flood hazard area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. Coastal high hazard areas are also referred to as "high hazard areas subject to high velocity wave action" or "V Zones" and are designated on Flood Insurance Rate Maps (FIRM) as Zone V1-V30, VE, or V.

(12) Commercial Campground: A place set aside and offered for temporary accommodations, (i.e., no permanent installation of dwelling units on individual lots), for recreational purposes or travel by a person or public body, for remuneration of the owner, lessor, or operator of such place, including all appurtenances and associated facilities.

(13) Communication Tower: A monopole, self-supporting lattice, or guyed structure situated on a site, the purpose of which is to serve as the support for one or more antennas or antenna arrays. This term includes radio and television transmission towers, microwave towers, common carrier towers, cellular telephone towers, and similar telecommunication structures excluding those used exclusively for dispatch communications (see "antenna or antenna array" and "satellite service reception antenna").

(14) Comprehensive Plan: The compilation of goals, objectives, policies, and maps for the physical, social, and economic development within the City of Largo, adopted by ordinance pursuant to Chapter 163, F.S., and containing all statutorily required elements.

(15) Concurrency: The statutory requirement that public facilities and services to maintain the adopted level of service standards for utilities, recreation and open space, and drainage are in place at the time of development.

(16) Conditional Use: A use that, because of special requirements or characteristics, may be allowed in a particular land use designation or character district only upon completion of a conditional use review and subject to the limitations and conditions specified therein. All proposed development must meet the review criteria contained in this CDC. It shall be permitted only upon the approval of the Planning Board after due notice and public hearing.

(17) Condominium: A building or group of buildings in which units are owned individually, and common areas and facilities are owned by all the unit owners on a proportional basis. A condominium is a legal form of ownership and not a specific building style.

(18) Conforming: A lawful, existing, properly permitted use which conforms to the provisions, requirements and/or regulations of this CDC.

(19) Contractor Yard: Storage yard operated by, or on behalf of, a contractor for storage of large equipment, vehicles, or other materials commonly used in the individual contractor's business type.

(20) County: Pinellas County, Florida

(21) Countywide Future Land Use Plan (FLUP), also known as Countywide Land Use Plan: Future Land Use Plan adopted as part of the Pinellas County Comprehensive Plan pursuant to
Chapter 88-464, Florida Statutes. The accompanying "Rules Governing Administration of the Countywide Future Land Use Plan, As Amended" are included by reference. The future land use map that designates general categories of land use by type and location to guide the future development pattern and use of land throughout the county, as adopted by the Pinellas Planning Council and Countywide Planning Authority. The Countywide Plan Map may consist of a single map or map series as approved by the PPC and CPA and filed with the Clerk of the Board of County Commissioners.

(22) Critical Root Zone: The greater area between the ground area within a tree’s dripline or an area equivalent to a radius from the tree trunk of nine (9) inches for each diameter inch of trunk measured at fifty four (54) inches above grade.

(23) CRD: Community Redevelopment District.

(24) Crown: All tree branch parts including all twigs and foliage.

(25) Currently Available Revenue Sources: An existing source and amount of revenue presently available to the local government. It does not include a local government's present intent to increase the future level or amount of revenue source which is contingent upon ratification by public referendum.

20.1.D

(1) Dedication: The legal transference of land, without sale, by the owner to a public agency.

(2) Deed Restriction: A limitation upon the use of land recorded in the official records of Pinellas County.

(3) Deficient Roadway: a road operating at peak hour level of service E & F, and/or a volume-to-capacity (v/c) ratio of 0.9 higher with no mitigating improvements scheduled within three years.

(4) De Minimis: A development impact that does not cause unacceptable degradation of a transportation facility’s level of service.

(5) Density, Gross: The total number of dwelling units in a development divided by the total site area in acres.

(6) Density, Net: The total number of dwelling units divided by the total site area in acres, excluding submerged land, public rights-of-way, land dedicated to the public, and portions of the property with no allowable density based on the FLUM designation.

(7) DEO: State Department of Economic Opportunity

(8) DEP: State Department of Environmental Protection.

(9) Design flood: The flood associated with the greater of the following two areas: [Also defined in FBC, B, Section 202.]

(a) Area with a floodplain subject to a 1-percent or greater chance of flooding in any year; or

(b) Area designated as a flood hazard area on the community’s flood hazard map, or otherwise legally designated.
(10) Design flood elevation: The elevation of the “design flood,” including wave height, relative to the datum specified on the community’s legally designated flood hazard map. In areas designated as Zone AO, the design flood elevation shall be the elevation of the highest existing grade of the building’s perimeter plus the depth number (in feet) specified on the flood hazard map. In areas designated as Zone AO where the depth number is not specified on the map, the depth number shall be taken as being equal to 2 feet. [Also defined in FBC, B, Section 202.]

(11) Detention: The collection and storage of surface water for subsequent gradual discharge.

(12) Developer: Any person, firm, partnership, association, corporation, company, or organization of any kind engaged in any type of man-made change or improvement to the land.

(13) Development: Any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, temporary structures, temporary or permanent storage of equipment or materials, mining, dredging, filling, grading, paving, excavations, drilling operations, or any other land disturbing. The term "development" may include activities described as "redevelopment."

(14) Development Controls Officer (DCO): The Director of the Largo Community Development Department or his/her designee.

(15) Development Order (DO): An order issued by the Development Controls Officer upon approval of an official board, commission, or administrative officer authorizing a specific use and development and further authorizing the subsequent issuance of necessary permits.

(16) Development Permit (DP): Formal permission to erect, construct, alter, raze, move, remove, or otherwise develop land within the City of Largo, which must be obtained before initiating a use or development activity.

(17) Development Right: A legal claim (authority) to convert a tract of land to a specific purpose by construction, installation, or alteration of a building, structure, or other improvements.

(18) Diameter at Breast Height (DBH): Total tree trunk cross-section diameter, measured in inches and measured four and one-half feet above original grade. The DBH of a multi-stemmed understory tree species shall equal the sum total of the diameter of all stems measured at 4.5’ above grade.

(19) Disability, Person with a: Persons who have a physical or mental impairment which substantially limits one or more of such persons’ major life activities; have a record of such impairment; or are regarded as having such an impairment.

(20) DO: Development Order.

(21) DP: Development Permit.

(22) Donation Bin: All unattended receptacle designed with a door, slot, or other opening that is intended to accept and store donated items from the public for a limited duration. This does not include receptacles where personnel are present to accept donations and that otherwise are not open and available for donations.
(23) Dormitory: A building used as group living quarters for a student body or religious order as an accessory use for a college, university, boarding school, orphanage, convent, monastery, or other similar institutional use.

(24) Drainage Feature: existing natural and man-made drainage ways and water bodies, and proposed drainage ways and water bodies, that are part of the Pinellas County Master Drainage Plan, as subsequently refined through the individual Watershed Management Plans, that are shown in the Stormwater Management Element of the respective local government Comprehensive Plans, or that are part of an approved site plan or other authorized development order action of the local government with jurisdiction.

(25) Drainage Way: Any natural or artificial watercourse, trench, ditch, swale, or similar depression into which surface water flows.

(26) DRC: Development Review Committee.

(27) Dripline: An imaginary perpendicular line that extends downward from the outermost tips of the tree branches to the ground.

(28) Dwelling Unit: A single housing unit providing complete, independent, living facilities for one housekeeping unit, including permanent provisions for living, sleeping, eating, cooking, and sanitation. This does not include hotels, motels, motor lodges, dormitories or other accommodations for the transient public.

(29) Dwelling Types:

(a) Duplex: A building, designed as a single structure, containing two (2) separate dwelling units on one lot, which is intended to be occupied by two families living independently of one another.

(b) Manufactured Home: One of several types of homes constructed entirely or partially in an off-site factory, transported over roadways, and then placed or assembled on a site-built foundation. After the home is in position, utilities (e.g., water, sewer, electric) are connected, ancillary components (e.g., siding, skirting) are installed, and the home is ready for habitation. Factory built homes include manufactured homes, modular homes, panelized homes, and pre-cut homes. Modular, panelized, and pre-cut homes must comply with the same state and local building codes, including all relevant regulations contained within this CDC, as site-built homes. Mobile homes must meet HUD regulations. The term “manufactured home” does not include “recreational vehicle.”

(c) Mobile Home: A manufactured home that is built to the U.S. Department of Housing and Urban Development (HUD) standards. Mobile homes are transportable structures, built on a permanent chassis. A mobile home is usually installed on temporary foundations (concrete pads, dry-stacked blocks and tie-downs) but may also be designed with a permanent foundation when attached to the required utilities. The mobile home industry is regulated in Florida by the Department of Highway Safety and Motor Vehicles (DHSMV). Upon installation, a mobile home’s wheels and axles may be removed, but the integral chassis must stay in place. To be acceptable in Florida, a mobile home must bear the HUD label and be installed by a mobile home installer licensed by DHSMV.

(d) Modular Home: A manufactured home that is designed, built, permitted and inspected to the Florida Building Code (FBC). A modular home must be installed on permanent foundation that is
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designed and built specifically for that home by a contractor licensed by the Department of Business & Professional Regulation (DBPR). To be acceptable in Florida, a modular home must bear the insignia of the Florida Department of Economic Opportunity (DEO) on the inside of the cover of the home’s electrical panel. Modular homes must comply with the same State and local building codes, including all relevant regulations contained within this CDC, as site-built homes.

(e) Multifamily: A development with four (4) or more dwelling units contained within the same structure or grouping of four (4) or more dwelling units on one lot. Multifamily structures of fewer than three (3) stories (such as garden apartments) are generally considered to be low-rise, mid-rise when containing between three (3) and eight (8) stories, and high-rise when containing nine (9) or more stories.

(f) Single-Family Attached: A structure containing one (1) dwelling unit on one lot, but attached to another dwelling unit by means of a common wall.

(g) Single-Family Detached: A structure containing one (1) dwelling unit on one lot, and not attached to any other dwelling unit by any means.

(h) Townhouse: a single family dwelling unit on one (1) lot, which has primary ground floor access to the outside and which are attached to another dwelling unit by means of a common wall. Each unit extends from the foundation to roof and has open spaces on at least two sides.

(i) Triplex: A structure containing three (3) dwelling units on one lot.

20.1.E

(1) Easement: A right of use under, over or across the property of another.

(2) Effective Tree Removal: Any improper pruning or damage to a tree such as; flush cuts, mechanical damage to the trunk, damage to the roots by machinery, chemicals or excessive back fill (over three inches), over lifting, over thinning, lions tailing, topping, and the removal of a branch greater than twenty-five (25) percent of the trunk size at DBH.

(3) Elevated Building: A non-basement building built to have the lowest floor elevated above the ground level by means of fill, solid foundation, perimeter walls, pilings, columns (posts and piers), shear walls, or breakaway walls.

(4) Elevation Certificate: Administrative tool of the National Flood Insurance Program (NFIP) which is to be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to determine the proper insurance premium rate, or support a request for a Letter of Map Amendment (LOMA).

(5) Encroachment: For floodplain management purposes, the placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

(6) Environmental Audit: An engineering study of a site undertaken to determine whether hazardous materials have been produced, stored, dumped, or otherwise deposited on a site.

(7) Erect: To construct, build, raise, assemble, place, affix, attach, or create.

(8) Existing building and existing structure: Any buildings and structures for which the “start of construction” commenced before May 28, 1971 [Also defined in FBC, B, Section 202.]
(9) Existing Manufactured Home Park or Subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before May 28, 1971.

(10) Expansion to an existing manufactured home park or subdivision: The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

(11) Existing Use: The use of a lot, parcel, or structure at the time of the enactment of this CDC.

20.1.F

(1) FAA: The Federal Aviation Administration.

(2) F.A.C.: Florida Administrative Code.

(3) Family: One or more individuals related by blood or marriage, and includes a single individual.


(6) FDOT: Florida Department of Transportation.

(7) FEMA: Federal Emergency Management Administration. The federal agency that, in addition to carrying out other functions, administers the National Flood Insurance Program.

(8) Fence: A man-made barrier of any material or combination of materials erected to enclose or screen areas of land.

(9) Field Grown Trees: Trees that have not been grown in containers, but have been grown in the ground and dug prior to shipment (see hardening off).

(10) Flag Lot: A lot that does not front or abut a public road and where access to the public road is by a narrow strip of land.

(11) Flea Market: A swap shop, or similar activity by whatever name, where the use involves the setting up of two or more booths, tables, platforms, racks, or similar display areas for the purpose of selling, buying, or trading merchandise, goods, materials, products, or other items offered for sale outside an enclosed building.

(12) Flood or Flooding: A general and temporary condition of partial or complete inundation of normally dry land areas from:

(a) The overflow of inland or tidal waters.

(b) The unusual and rapid accumulation or runoff of surface waters from any source.

(13) Flood damage-resistant materials: Any construction material capable of withstanding direct and prolonged contact with floodwaters without sustaining any damage that requires more than cosmetic repair. [Also defined in FBC, B, Section 202.]
City of Largo, FL: Comprehensive Development Code

(14) Flood hazard area: The greater of the following two areas: [Also defined in FBC, B, Section 202.]

(a) The area within a floodplain subject to a 1-percent or greater chance of flooding in any year.

(b) The area designated as a flood hazard area on the community's flood hazard map, or otherwise legally designated.

(15) Flood Insurance Rate Map (FIRM): The official map of the community on which the Federal Emergency Management Agency has delineated both the special flood hazard areas and the risk premium zones applicable to the community. [Also defined in FBC, B, Section 202.]

(16) Flood Insurance Study (FIS): The official report provided by the Federal Emergency Management Agency that contains the Flood Insurance Rate Map, the Flood Boundary and Floodway Map (if applicable), the water surface elevations of the base flood, and supporting technical data. [Also defined in FBC, B, Section 202.]

(17) Floodplain Administrator: The office or position designated and charged with the administration and enforcement of Chapter 11 of the Comprehensive Development Code (may be referred to as the Floodplain Manager).

(18) Floodplain development permit or approval: An official document or certificate issued by the community, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with the CDC.

(19) Flood Plain: Land which will be inundated by floods known to have occurred or reasonably characteristic of what can be expected to occur from the overflow of inland or tidal waters and the accumulation of runoff or surface waters from rainfall.

(20) Floodway: The channel of a river or other riverine watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot. [Also defined in FBC, B, Section 202.]

(21) Floodway encroachment analysis: An engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.

(22) Floor Area, Gross: The sum of the gross horizontal areas of the several floors of a building measured from the exterior face of exterior walls, or from the center line of a wall separating two buildings, but not including interior parking spaces, loading space for motor vehicles, or any space where the floor-to-ceiling height is less than six (6) feet.

(23) Floor Area Ratio (FAR): A mathematical expression of land use intensity calculated by dividing the gross floor area of a building by the net land area of the lot on which it is located, i.e., gross floor area /net land area of the lot = FAR

City of Largo, FL: Comprehensive Development Code

(25) FLUM: Future Land Use Map.

(26) FLUP: Future Land Use Plan.

(27) Foot-Candle: A photometric measurement equal to the illumination shed by one (1) candle on one (1) square foot at a distance of one (1) foot.

(28) Freeboard: The distance from the top of the overflow structure to the lowest point of top of bank, back of curb, or edge of pavement at the first upstream catch basin, whichever is lowest.

(29) Freestanding Retail Use: A building containing one or more commercial establishments selling retail goods or merchandise and rendering services incidental to the sale of such goods.

(30) F.S.: Florida Statutes.

(31) Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities.

(32) Future Land Use Map (FLUM): A graphic representation of the land use designation of all parcels in the City used as the regulatory map for implementation of the Comprehensive Plan and this CDC. It may also be known as the "Land Use Map."

(33) Future Land Use Plan Element: The element of the adopted Largo Comprehensive Plan which includes the FLUM and contains goals, objectives, and policies of the City to guide the future location of uses within the City of Largo. This element may also be referred to as the "Land Use Plan."

20.1.G

(1) Garage Enclosure: The remodeling of an attached garage or carport within a residential dwelling unit by a permanent enclosure which creates additional living area and/or storage area which is built, designed, and permitted in conformance with the City of Largo’s building and fire codes.

(2) GLA: Gross Leasable Area.

(3) Grade, Finished: A reference plane representing the average of final ground level adjoining the building at all exterior walls after all site preparations have been completed.

(4) Greenhouse: A structure used for cultivating plants that require controlled temperature and humidity.

(5) Gross Leasable Area (GLA): The total floor area for which the tenant pays rent and which is designed for occupancy and exclusive use by the tenant. GLA is expressed in square feet and measured from the center line of joint partitions and from outside wall faces.

(6) Groundcover: Low-growing plants planted in such a manner as to form a continuous cover.

(7) Grubbing: The removal of rooted vegetation from the soil by hand labor or with machinery or otherwise disturbing the soil in which rooted vegetation is growing. Any excavation activity shall be considered as grubbing.
20.1.H
(1) Halfway House/Rehabilitation Facility: A facility, which provides training, care, supervision, treatment, or rehabilitation to the aged, disabled, those convicted of crimes, or those suffering the effects of drugs or alcohol; this does not include day-care centers, family day-care homes, foster homes, schools, hospitals, jails, or prisons.

(2) Hardened-Off: Plant tissue that is acclimated to cold temperatures or a new environment.

(3) Hardship Relief: Permission to deviate from one or several standards of this CDC when the strict application of such a standard would render a parcel incapable of reasonable economic use. Deviation from specified provisions or development standards may be allowed when, because of the particular physical surroundings, shape, or topographical condition of the property, compliance would result in an undue hardship for the owner.

(4) Hat Racking: Crown trimming of trees which effectively removes more than one-quarter (1/4) of the tree crown.

(5) Hazardous Tree: A tree that in the opinion of the City, constitutes a hazard to life, or has a significant potential to cause injury to persons or damage to property as the tree is in imminent danger of falling, or is otherwise likely to create a hazard. A hazardous tree shall include but not be limited to dead, declining, diseased, broken, split, cracked, leaning, uprooted trees, and trees judged to have serious structural defects. A hazardous tree shall also include a tree harboring communicable diseases or insects of a type that the City determines could infest and cause the decline of nearby trees.

(6) Heavy Machinery: Mechanical land–clearing, earth–moving equipment with a gross weight in excess of five thousand (5,000) pounds. For the purpose of this definition, all machinery that utilizes steel tracks shall be considered to be heavy machinery.

(7) Height: Regarding the built environment, height is the vertical distance of a structure measured from the average elevation of the finished grade to the highest elevation of the structure including any antennas or other attachments.

(8) Highest adjacent grade: The highest natural elevation of the ground surface prior to construction next to the proposed walls or foundation of a structure.

(9) Historic Structure: Any structure that is:

(a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

(b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary of the Interior to qualify as a registered historic district;

(c) Individually listed on a state inventory of historic places in states with historic reservation programs which have been approved by the Secretary of the Interior; or

(d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by an approved state program.
(e) Any structure that is determined eligible for the exception to the flood hazard area requirements of the Florida Building Code, Existing Building, Chapter 12 Historic Buildings.

(10) Home Improvement Store: A commercial establishment primarily engaged in retailing a general line of home repair and improvement materials and supplies, such as lumber, plumbing goods, electrical goods, tools, housewares, hardware, and lawn and garden supplies, with no one merchandise line predominating.

(11) Home Office of Convenience (HOC): A secondary use allowable in a residential dwelling unit only in strict compliance with the HOC standards of this CDC.

(12) Hospital: An institution providing health services primarily for human inpatient or medical or surgical care for the sick or injured, and including the related facilities such as laboratories, outpatient departments, training facilities, central service facilities, and staff offices which are integral parts of the facilities.

20.1.I

(1) Impervious Surface: Any hard-surfaced, man-made area which reduces or prevents absorption or infiltration of water into previously undeveloped land.

(2) Impervious Surface Ratio (ISR): A mathematical expression determined by dividing the total impervious surface of a site by the net land area of the site.

(3) Improvement: Any immovable man-made object, or permanent landscaping which becomes part of, placed upon, or affixed to real estate.

(4) Incidental Use: A use that is smaller in size than the primary use and cannot exist independent of the primary use. Examples include, but are not limited to the following: Daycares associated with a church or medical clinics associated with assisted living facilities.

(5) Industrial Park: An area planned for the occupancy of more than one (1) industrial establishment with shared common areas.

(6) Infill Development: The addition of new housing or other buildings on scattered vacant sites or platted lots in a developed area or subdivision.

(7) Intensity: The degree to which land is used and/or the density of development. The measure of permitted development expressed as a maximum Impervious Surface Ratio and/or Floor Area Ratio per acre of net land area.

(8) International Society of Arboriculture (ISA): A worldwide professional organization dedicated to fostering a greater appreciation for trees and to promoting research, technology, and the professional practice of arboriculture.

(9) Invasive Exotic Plant: A plant recognized as a Class I invasive exotic plant species on the current list provided by the Florida Exotic Pest Plant Council.

(10) ISA Certified Arborist: Any person having passed the requisite exam and currently recognized as a Certified Arborist by the International Society of Arboriculture.
20.1.J
(1) Joint-Use Development: The development of two (2) or more adjacent lots located in the same zoning district and used for a single, unified project, or development.

20.1.K
(1) Kennel: The boarding, breeding, raising, grooming, or training of two or more dogs, cats, or other household pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain. This designation does not include veterinarians/animal hospitals with no boarding.

20.1.L
(1) Landscape Architect: An individual licensed and registered in the state of Florida to practice in the field of landscape architecture.

(2) Landscaping: The planting of trees and other plant materials in accordance with a plan which often includes alteration of the contours of the land for proper drainage and aesthetic improvement.

(3) Land Use Restriction Agreement: An agreement binding the parties to limit the use of property to a particular use(s) or to prohibit certain uses for the term of the agreement.

(4) Legal Agent: One who agrees and is authorized to act on behalf of another, a principal, to legally bind an individual in particular business transactions with third parties pursuant to an agency relationship.

(5) Letter of Map Change (LOMC): An official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

(a) Letter of Map Amendment (LOMA): An amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.

(b) Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other plan metric features.

(c) Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the City’s Floodplain Management regulations in effect at the time the fill is permitted and placed.

(d) Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.
(6) Level-of-Service (LOS): An indicator of the extent or degree of service provided by, or proposed to be provided by a facility based on, and related to, the operational characteristics of the facility. LOS indicates the capacity of a facility per unit of demand.

(7) Light-duty truck: As defined in 40 C.F.R. 86.082-2, any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less, which is:

(a) Designed primarily for purposes of transportation of property or is a derivation of such a vehicle; or

(b) Designed primarily for transportation of persons and has a capacity of more than 12 persons; or

(c) Available with special features enabling off-street or off-highway operation and use.

(8) Light Machinery: Hand or mechanically operated equipment not meeting the definition of heavy machinery. Appropriate for use in the critical root zone of protected trees.

(9) Littoral Shelf: A submerged area of land less than three (3) feet under water, constructed with a slope of 10:1 or less, and designed to support emergent vegetation.

(10) Live/Work Unit: A single unit (e.g., studio, loft, or one bedroom) consisting of both a commercial/office and a residential component that is occupied by the same resident. The live/work unit shall be the primary dwelling of the occupant and no portion of the live/work unit may be rented or sold separately. Live/work units are allowed in the City Home Character District, where indicated by Table 6-2, Allowable Uses Within the Community Redevelopment Districts, subject to the provisions of Section 16.11 of this CDC.

(11) Lot: One (1) of several parcels of land into which property is divided through the process of platting. A parcel may also be platted into a single lot rather than subdivided into several lots of record.

(12) Lot Line: The legal boundary line dividing one (1) lot from another.

(13) Lot of Record: A lot whose existence, location, and dimensions have been legally recorded on a plat.

(14) Lowest Floor: The lowest floor of the lowest enclosed area of a building or structure, including a basement, but excluding any unfinished or flood-resistant enclosure, other than a basement, usable solely for vehicle parking, building access or limited storage provided that such enclosure is not built so as to render the structure in violation of the non-elevated requirements of the Florida Building Code or ASCE 24. [Also defined in FBC, B, Section 202.]

(15) Low Impact Development (LID): Stormwater treatment methods that mimic the predevelopment site hydrology using site design techniques to store, infiltrate, evaporate, and detain runoff.

20.1.M

(1) Major Arterial Roadway: Major arterial roadways provide an integrated, continuous road network through an area, delivering traffic from collector roads to freeways. It is also referred to as principal arterial, or primary arterial roadway.
(2) Manufacturing – Light Assembly (Class A) Use: A use engaged in the manufacture, predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, storage, sales, and distribution of such products. Exterior storage and processing of equipment or materials is not allowed.

3) Manufactured home: A structure, transportable in one or more sections, which is eight (8) feet or more in width and greater than four hundred (400) square feet, and which is built on a permanent, integral chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured home” does not include a “recreational vehicle” or “park trailer.” [Also defined in 15C-1.0101, F.A.C.]

(4) Manufactured home park or subdivision: A parcel (or contiguous parcels) of land divided into two (2) or more manufactured home lots for rent or sale.

(5) Market Value: The estimated price of a property including all structures and land as determined by the value assigned by the Pinellas County Property Appraiser plus twenty-five (25) percent of the just value. The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in the Comprehensive Development Code, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, Actual Cash Value (replacement cost depreciated for age and quality of construction), or tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser.

(6) Marquee: A decorative architectural design feature. A roof-like projection over an entrance, such as over a theater entrance. A sign placed upon a marquee is subject to compliance with wall sign standards.

(7) Medical Clinic: An outpatient establishment where patients, who are not lodged overnight, are admitted for medical or dental treatment and examination by physicians, dentists, and similar personnel, the practice of which is lawful in the state of Florida.

(8) Medical Marijuana Treatment Center Dispensing Facility: A facility where low-THC cannabis and/or medical marijuana, as well as physician ordered marijuana delivery devices, are dispensed at retail by an approved Medical Marijuana Treatment Center pursuant to Article X, Section 29 (b)(5) of the Florida Constitution.

(9) Metes and Bounds: A method of describing the boundaries of land by compass bearings and distance from a known point of reference.

(10) Microbrewery: An establishment where beer and malt beverages are duly-licensed to be made on premises and then sold or distributed, and which produces less than 15,000 barrels (465,000 gallons) of beer and or cider per calendar year in conjunction with a restaurant, tasting/tap room or retail sales.

(11) Micro-Distillery: An establishment primarily engaged in on-site distillation of spirits in quantities not to exceed 75,000 gallons per calendar year. The distillery operation processes the ingredients to make spirits by mashing, cooking, and fermenting. The micro-distillery operation does not include the production of any other alcoholic beverage. A micro-distillery may include a tasting/tap room as an accessory use.
(12) Mixed Use Corridor: Roadways within Largo that are bordered by land use categories that allow a wide range of transit-supportive use and include regulations that support a compact built form with variations in density and design criteria.

(13) Mobile Food Dispensing Vehicle: A readily movable, motorized wheeled vehicle or a towed wheeled vehicle, with no permanent, fixed location, which is designed and equipped to prepare and serve food, and contains food preparation equipment and is closed up when not in operation. Mobile Food Dispensing Vehicle does not include not dog carts, pushcart vending, ice cream trucks or produce trucks.

(14) Mobile Food Dispensing Vehicle Vending Site: A parcel of developed land with a defined area approved for daily vending with limited operations by Mobile Food Dispensing Vehicles, as approved by the Development Controls Officer.

(15) Multimodal Activity Center (MAC): A designated area that incorporates or is anchored by a Major Activity Center or Transit Station Area and is of sufficient scale to support mass transit or internal capture of trips within its boundaries.

20.1.N
(1) Native Vegetation or Species: Flora recognized to be indigenous to Central Florida as they existed prior to the first European visitation.

(2) Natural Resources: Natural resources include, but are not limited to, rivers; bays; lakes; wetlands, including estuarine marshes; air; flood plains; known sources of commercially valuable minerals; areas known by the local soil and water conservation district to have experienced soil erosion problems; fisheries; wildlife; marine habitats; and vegetative communities, including those known as endangered, threatened, or species of special concern.

(3) Net Land Area: Net land area for the purposes of computing density/intensity shall be that total land area within the property boundaries of the subject parcel, specifically exclusive of any submerged land or public road right-of-way.

(4) New Construction: Structures for which the start of construction commenced on or after the effective date of this CDC. Additionally, new construction means, for the purposes of determining insurance rates, structures for which the start of construction commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For the flood resistant construction requirements of the Florida Building Code, structures for which the “start of construction” commenced on or after May 28, 1971 and includes any subsequent improvements to such structures.

(5) New manufactured home park or subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after May 28, 1971.

(6) Nonconforming Use: A lawful existing use which does not conform to the provisions, requirements and/or regulations of this CDC but which complied with applicable regulations at the time the use was established.
20.1.O
(1) One-Hundred (100) Year Flood: See “base flood.”

(2) Outfall: A direct connection of an overflow and/or drain-down capability from a retention area to a public drainage facility.

(3) Owner: Any person or entity having any legal or equitable right to sell, rent, lease, or possess any housing accommodation, including but not limited to a lessee, sublessee, co-tenant, assignee, or managing agent.

20.1.P
(1) Parapet: A decorative architectural design feature placed above the existing facade to hide a flat roof and/or roof mounted equipment.

(2) Parcel: A contiguous quantity of land in possession of, owned by, or recorded as property of the same person or entity.

(3) Park trailer: A transportable unit which has a body width not exceeding fourteen (14) feet and which is built on a single chassis and is designed to provide seasonal or temporary living quarters when connected to utilities necessary for operation of installed fixtures and appliances. [Defined in Section 320.01, F.S.]

(4) Peak hour – In describing traffic conditions, is the 100th highest volume hour of the year in the predominant traffic flow direction.

(5) Pinellas County Mobility Plan: A countywide approach to managing the transportation impacts of development projects and increasing mobility for pedestrians, bicyclists, transit users, and motor vehicles utilizing the multi-modal impact fee ordinance and local site plan review processes.

(6) Plat: A map of a specific tract of land showing the location, description, and boundaries of lots, streets, and easements.

(7) Primary Facade: Any building elevation that is visible from a public street, excluding service alleys, which provides a primary customer entrance.

(8) PPC: Pinellas Planning Council.

(9) Principal Use: The primary or predominant use of any lot or parcel of land.

(10) Prohibited Tree Pruning: Pruning, that does not conform with the ANSI A300 pruning standards, and is excessive (removal of more than twenty-five (25) percent of a tree’s crown), or characterized by topping, lion-tailing, and flush and stub cuts.

(11) Property: Land, and generally whatever is erected or growing upon or affixed to land. For regulatory purposes, property shall also mean all of the continuous lots or parcels that comprise a unified development.

(12) Property Line: See “lot line.”

(13) Protected Tree: Any tree species that is four (4) inches or greater in trunk diameter measured at four and one half (4.5) feet above grade.
(14) Protective Barrier: A physical structure limiting access to an area.

(15) PSTA: Pinellas Suncoast Transit Authority.

(16) Public Hearing: A meeting announced and advertised in advance which is conducted by a City official or board and which is open to the public, with the public given an opportunity to speak and participate.

(17) Public Notice: The legal advertisement given of an action or proposed action of a governing body or its designee.

20.1.Q

(2) Qualifying Unit: Set-aside units occupied by income eligible households.

20.1.R
(1) Real Property: See “Property.”

(2) Recreational Vehicle:

(a) A vehicular-type, portable conveyance without permanent foundation, which can be towed, hauled, or driven, and is primarily designed as temporary living accommodation for recreation, camping, and travel use and including, but not limited to, travel trailers, truck campers, camping trailers, and self-propelled motor homes.

(b) For FEMA purposes, a vehicle, including a park trailer, which is: (See Section 320.01, F.S.).Built on

(c) single chassis;

(b) Four hundred (400) square feet or less when measured at the largest horizontal projection;

(c) Designed to be self-propelled or permanently towable by a light-duty truck; and

(d) Designed primarily not for use as a permanent dwelling but as a temporary living quarters for

(1) recreational, camping, travel, or seasonal use.

(3) Recycling Center: A facility for the collection and temporary storage of recyclable materials.

(4) Regional Brewery: A duly-licensed brewery with a per calendar year beer production of between 15,000 and 6,000,000 barrels. A regional brewery may include a tasting/tap room as an accessory use. A brewery shall constitute a manufacturing use.

(5) Resources Recovery Facility: A facility that incinerates processable waste, which is used to produce steam, which in turn, is converted into electricity.

(6) Redevelopment: See "Development."

(7) Regulatory Flood: See "Base Flood."

(8) Regulatory Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved to discharge the Base Flood without cumulatively increasing the water surface elevation more than a designated height.
(9) Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition.

(10) Religious Institution: A site, premise, or location which is used principally, primarily, or exclusively for purposes of the exercise of religion as protected by the First Amendment of the U.S. Constitution.

(11) Remove or Removal (of Tree): The actual removal, transplanting or causing the effective removal through damaging, poisoning, excessive pruning, topping, or other direct or indirect actions resulting in the death or severe decline of a tree.

(12) Rent: To lease, to sublease, to let, and otherwise grant for a consideration the right to occupy premises not owned by the occupant.

(13) Replacement Cost Depreciated (RCO): The value of a structure as determined in accordance with FEMA's Floodplain Management Requirements.

(14) Reservation:
   (a) A provision in a deed or other real estate conveyance which preserves a right for the existing owner even if other property rights are transferred.
   (b) A method of holding land for future public use by designating public areas on a plat, map, or site plan as a condition of approval.

(15) Residential Equivalency Standard: One (1) or more multipliers used to calculate the residential density equivalents for certain institutional or quasi-residential uses.

(16) Restrictive Covenant: A contract between two (2) or more parties usually specifying limitations or obligations relating to the use of a property.

(17) Retention: The collection and storage of runoff without subsequent discharge to surface waters.

(18) Right-of-Way: Land acquired and owned by a governmental agency or public utility and reserved for public use.

(19) Rooming House: A building, other than a motel or hotel, where lodging or rooms, or both, are provided for compensation either directly or indirectly.

(20) Root Pruning: The process of pre-digging a root ball of a tree to stimulate root regeneration and increase the density of root development within the final root ball.

20.1.S
(1) Sand Dunes: Naturally occurring accumulations of sand in ridges or mounds landward of the beach.

(2) Satellite Service Reception Antenna: A device used to receive satellite broadcast signals.

   (a) Mesh-type Satellite Dish Antenna: An antenna which is constructed of a screen-type or perforated material that does not substantially impair visibility, and is designed to minimize wind resistance.
(b) Roof-Mounted Satellite Dish Antenna: An antenna which is wholly located upon and permanently affixed to the roof of any structure.

(c) Ground-Mounted Satellite Dish Antenna: An antenna which is installed upon or otherwise attached to a pole or other supporting structure embedded in the ground.

(3) Sealed Materials: Any granular material such as concrete, asphalt, crushed stone, rock, gravel, or shell placed on an impervious base, such as plastic, tar paper, asphalt-sealed shell or similar material which interferes with the natural ground absorption of stormwater.

(4) Service Provider or Carrier: An independent, nongovernmental telecommunications entity which markets communication services to retail customers.

(5) Set-Aside: The total number of units in a subdivision or multifamily development that are made available for households earning one hundred twenty (120) percent or less of area median income, adjusted for household size.

(6) Setback: The distance between the lot line and the front, side, or rear edge of a building or any projection thereof, excluding uncovered steps and roof eaves.

(7) SFHA: Special Flood Hazard Area

(8) Shopping Center: A group of two (2) or more commercial establishments or functional units which are planned, built, and managed as one (1) unified development.

(9) Shopping Center, Regional: A shopping center having in excess of seven hundred fifty thousand (750,000) square feet of gross floor area.

(10) Sight Triangle: See “Visibility Triangle.”

(11) Sign: Any object, device, display, structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, idea, slogan, or location by any means including words, letters, figures, designs, symbols, fixtures, colors, illumination, or projected images. Signs do not include works of art which in no way identify a product or service, seasonal/holiday decorations, merchandise incorporated in a window display, or scoreboards located on athletic fields.

(a) Abandoned Sign: Any sign pertaining to or associated with an event, business, or purpose which is no longer ongoing and which has been inactive or out of business for a period of ninety (90) consecutive days or longer.

(b) Aggregate Sign Area: The maximum total sign area allowed for all signs for a project, including the major identification signs for the project, which consist of: freestanding signs; wall signs and window signs.

(c) Bandit Sign: See “Snipe Sign.”

(d) Billboard Sign: A Sign which is regulated pursuant to the Development Outdoor Advertising/Billboard Agreements, adopted by City Commission on May 4, 2010, between CBS Outdoor, Inc. and ClearChannel Outdoor, Inc. and the City of Largo.
(e) Damaged Sign: Any sign which has been damaged or destroyed in excess of twenty-five (25) percent of its replacement value, by any means, method or event, or any sign that poses a risk of imminent collapse.

(f) Freestanding Sign: A sign directly attached to the ground by its own support structure and not attached to any part of buildings or other structures on a property. Signs attached to privacy fences/walls are also considered freestanding.

(g) Monument Sign: A sign that is supported by a solid pedestal affixed to the ground rather than by poles. The pedestal base shall be at least seventy-five (75) percent of the total width of the sign face and the distance between the bottom of the sign face and the ground below must not be more than three (3) feet.

(h) Off-Site Sign: Any sign which advertises goods, services, businesses, or facilities not sold or located on the property or contiguous properties under the same ownership and use on which the sign is located. An off-site sign includes, but is not limited to, Bench Signs, Billboards, and Poster Panels.

(i) Pole Sign: A Sign supported by one or more poles, posts, or other supports placed on or anchored to the ground.

(j) Pylon Sign: See “Pole Sign.”

(k) Wall Sign: A Sign painted on, carved in, or otherwise affixed to or mounted onto a building, including:

(i) Canopy Sign: A Sign painted on, carved in, or otherwise affixed to or mounted upon an awning, canopy, marquee, or any other structure which projects away from the building; or

(ii) Projecting Sign: A Sign affixed directly to the building where the sign face extends away from a building facade.

I. Vacant Sign: Any Sign which currently:

(i) Does not give correct directions to, location of, description of an ongoing business, service or activity performed, or product sold; or

(ii) Does not bear any message, sign, or copy; or

(iii) Identifies a business that has relocated; and

(iv) Does not meet the definition of an abandoned or damaged sign.

(12) Site Improvement: Any man-made alteration to a parcel of land for purposes of preparing the land for future construction, the actual construction of structures or paved surfaces, and/or the planting or installation of permanent landscaping.

(13) Site Plan: A drawing which depicts the existing conditions and proposed improvements upon a parcel in accordance with the development standards set forth in this CDC.

(14) Solar Energy System: A device used to capture the sun's radiation and transform it into usable heat, usually consisting of a solar collector, a transfer system, a storage system, and a control system.
(a) Active (or indirect) Solar Energy System: A system in which the collector and thermal storage components are separated and require a pump or fan to circulate the solar-heated fluid between them.

(b) Passive (or direct) Solar Energy System: A system where the collector and thermal storage components are integrated, requiring no transfer device for solar-heated fluid.

(15) Special Flood Hazard Area: An area in the floodplain subject to a one (1) percent or greater chance of flooding in any given year. Special flood hazard areas are shown on FIRM as Zone A, AO, A1-A30, AE, A99, AH, V1-V30, VE, or V. [Also defined in FBC, B Section 202.]

(16) Stacking Lane: An area of stacking spaces and driving lane provided for vehicles waiting for drive-through service that is physically separated from other traffic and pedestrian circulation on the property being developed.

(17) Standards: Measurements and regulations of the quantity or quality of development.

(18) Start of Construction:

(a) For regulatory purposes in areas that are not flood-prone, start of construction is the date the building permit was issued.

(b) The date of issuance of permits for new construction and substantial improvements, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement is within 180 days of the date of the issuance. The actual start of construction means either the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, the installation of piles, the construction of columns.

(19) Stealth Telecommunication Facility: Any telecommunication facility which is designed to blend into the surrounding environment so that it is not noticeable to the casual observer. Examples of stealth facilities may include architecturally screened roof-mounted antennas, building-mounted antennas painted to match the existing structure, antennas integrated into architectural elements, or antenna and support structures designed as part of light or electric power poles.

(20) Stormwater Retention/Detention: The holding back or storage of stormwater on a temporary or permanent basis (see "Retention" and "Detention").

(21) Stormwater Run-Off: The portion of water which results from a rainfall that flows from the land surface of a site either naturally, in man-made ditches, or in a closed conduit system.

(22) Stormwater Management System: The system, or combination of systems, designed to treat stormwater, or collect, convey, channel, hold, inhibit, or divert the movement of stormwater on, through, and from a site.

(23) Street: Any vehicular and pedestrian traffic access way which: 1) is an existing federal, state, county, or municipal roadway; or 2) is shown upon a recorded plat; or 3) is approved by other official action.

(a) Highway: This class of street is devoted entirely to vehicular traffic movement with little or no land service function. Highways are generally multi-lane, divided roadways with limited
access interchanges, and possibly at-grade intersections. They are designed to move large volumes of high speed vehicular traffic over relatively long distances.

(b) Arterial (Major and Minor): This class of street brings vehicular traffic to and from highways and serves major movements of vehicular traffic within or through the urban areas that are not served by highways. Arterials interconnect provide direct access to the principal traffic generators within a city, such as business offices and retail centers.

(c) Collector (Major and Minor): This class of street serves traffic movement within subareas of a city, and are designed to funnel this traffic into the arterial system. Collectors do not handle long through-trips and are not necessarily continuous for any great length. However, in gridiron street patterns, a street of several miles in length may serve as a collector if its predominant function is to feed traffic onto an arterial.

(d) Local: Local streets provide access to adjacent land and are designed to feed traffic onto collector streets.

(24) Street Furniture: Man-made items such as benches, kiosks, plants and planters, shelters, newspaper stands, or trash receptacles added to pedestrian or vehicular areas.

(25) Streetscape: The combination of all elements of a pedestrian or vehicular area, including street furniture, landscaping, sidewalks, lights, signs, etc., and the relationship of these elements to adjacent buildings.

(26) Story: The vertical distance from top to top of two successive tiers of beams or finished floor surfaces; and, for the topmost story, from the top of the floor finish to the top of the ceiling joists, or, where there is not a ceiling, to the top of the roof rafters.

(27) Structure: Something built and installed on, above, or below the surface of land or water. For flood plain management purposes, the term “structure” refers to a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Structure for insurance coverage purposes, means a walled and roofed building, other than a gas or liquid storage tank, that is principally above ground and affixed to a permanent site, as well as a manufactured home on a permanent foundation. For the latter purpose, the term includes a building while in the course of construction, alteration or repair, but does not include building materials or supplies intended for use in such construction, alteration or repair, unless such materials or supplies are within an enclosed building on the premises.

(28) Subdivision: The legal division of land into two (2) or more lots of record.

(a) Subdivision, Minor: a legal split of land into two (2) lots of record with direct access to an existing public or private street, not involving the opening, widening, or extension of any road.

(b) Subdivision, Major: a legal division of land into three (3) or more lots of record and/or otherwise exceeds the requirements of a minor subdivision.

(29) Substantial Improvement: Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a 5-year period, the cumulative cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the improvement or repair is started. For each building or structure, the 5-year period begins on the date of the first permit issued for improvement or repair of that building or structure subsequent to Ordinance 2009-49 that was adopted on October 20, 2009. If the structure has
sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:

(a) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the Building Official and that are the minimum necessary to assure safe living conditions.

(b) Any alteration of a historic structure, provided that the alteration will not preclude the structure’s continued designation as a historic structure.

(30) Subsurface Drainage: The piping, grading, and other construction associated with the removal of ground water from under roadway or runway surfaces designed to maintain firm, stable, subgrades and structure foundations, reduce saturation of backfill behind retaining walls, etc.

(31) SWFWMD: Southwest Florida Water Management District.

20.1.T
(1) Tap / Testing Room: A room that is ancillary to the production of beer at a brewery, microbrewery, or micro-distillery where the public can purchase and/or consume alcoholic beverages as licensed and regulated by the State of Florida Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco.

(2) TBRPC: Tampa Bay Regional Planning Council.

(3) Telecommunication Equipment Building or Cabinet: A structure or container used by telecommunication providers to house associated equipment either at, or remotely from, a facility.

(4) Telecommunication Facility: All equipment and land required to transmit and/or receive electromagnetic or radio frequency signals. It includes antennas, microwave dishes, horns, and other types of equipment for the transmission or receipt of such signals, telecommunication towers, or similar structures supporting that equipment, equipment buildings, parking area, and other associated apparatus.

(5) Temporary Event: A temporary outdoor use on private property that extends beyond the normal uses and standards allowed by the City. A temporary event includes, but is not limited to, art shows, sidewalk sales, pumpkin and Christmas tree sales, haunted houses, carnivals (major and minor), special auto sales, grand openings, festivals, home exhibitions, and church bazaars.

(6) Temporary Tent Sale: Any sale made by a person, firm, or corporation engaging in the temporary business of selling goods, wares, or merchandise from a tent, truck, vending cart, or other area outside of a permanent structure on property owned or leased by the person, firm, or corporation.

(7) Ten-Year Storm: The amount of rainfall which is precipitated on the land in the amount of three and fifteen-hundredths (3.15) inches during a one (1) hour period.

(8) Topping: Method of pruning that reduces the height of a tree by making heading cuts through stems more than two years old or removing leaders back to lateral branches that are less than one third the size of the cut stem.
(9) Tract of Land: See “Parcel.”

(10) Transfer of Development Rights: A development technique which allows a land owner to separate the rights to develop his land from the land itself and transfer those rights to other land (see “Development Right”).

(a) Sending Zone: An area of land (zone) from which the rights to develop may be conveyed to other Property (Receiving Zone).

(b) Receiving Zone: An area of land to which additional development rights may be conveyed.

(11) Transient Accommodation Unit: An individual room or rooms within a Transient Accommodation Use designed to be rented as a single unit for temporary occupancy of a limited duration, and without independent cooking or kitchen facilities.

(12) Transient Accommodation Use: A facility offering transient lodging accommodations for tourists; such as hotels, motels, inns, resorts, and recreational vehicle parks. The occupancy of transient accommodation uses occurs, or is offered or advertised as being available, for a term of less than one (1) month, more than three (3) times in any consecutive twelve (12) month period. In determining whether a property is used as a temporary lodging use, such determination shall be made without regard to the form of ownership of the Property or unit, or whether the occupant has a direct or indirect ownership interest in the Property or unit; and without regard to whether the right of occupancy arises from a rental agreement, other agreement, or the payment of consideration.

(13) Transit: Passenger services provided by public, private, or nonprofit entities such as the following surface transit modes: commuter rail, rail rapid transit, light rail transit, light guideway transit, express bus, and local fixed route bus.

(14) Transit Corridor: An existing or planned route for public transit service in the local or regional transportation plan or the plan of the relevant transit service provider.

(15) Transitional Housing: A residence that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living, typically within twenty-four (24) months.

(16) Transplanting [Tree]: The act of removing a tree from one (1) location and planting the same tree at another location.

(17) Transportation Management Plan: A Plan developed by an applicant representing a proposed development, that is submitted in conjunction with individual site plans seeking to utilize transportation management strategies to address their development impacts, improve the efficiency and safety of the transportation system, and increase the mobility for all users. These strategies include, but are not limited to, density/intensity reductions, project phasing, access controls, capital improvements, and/or incentives encouraging mass transit, bicycle or pedestrian travel, and ride-sharing.

(18) Tree: An erect standing woody plant, together with its trunk, crown, and root system, of a species that normally attains a minimum overall height at maturity of at least fifteen (15) feet.

(19) Tree Barricade: A physical structure placed around a tree that complies with the specifications and requirements relative to tree barricades as defined herein.
(20) Tree Cluster: A stand of trees in which two (2) or more primary tree trunks are within three (3) feet of one another measured at 4.5' above grade.

(21) Tree Fund: The City tree fund shall accrue funds from mitigation payments made to the City under the terms of Chapter 10 of this CDC. Tree fund funds are expressly reserved for the purchase and installation of trees on public properties within the corporate limits of the City. Funds may also be used for projects that enhance the City’s urban forestry program provided proper approval is granted.

(22) Tree Inventory: A written report listing all protected trees on a site by trunk diameter size at DBH, species, location, and overall condition.

(23) Tree Preservation Plan: A plan showing all of the measurements that will be utilized to help ensure that trees designated for preservation will remain in a healthy growing condition.

(24) Tree Protection Zone (TPZ): The fenced in area around a tree or group of trees in which no grading, excavation, or construction activity may occur without written approval, and generally under the supervision of, an Approved Arborist.

(25) Tree Root Plate: See “Critical Root Zone.”

(26) Trip: A single- or one-way vehicle movement (see "trip end").

(27) Trip End: The origin or destination of a trip. Each Trip has two (2) ends which constitute a two (2)-direction vehicle movement at the origin or destination of the Trip.

(28) Trip Generation: The total number of Trip Ends produced by a specific use or activity.

(29) Twenty-Five Year Storm: The amount of rainfall which is precipitated on the land in the amount of three and seven-tenths (3.7) inches during a one (1) hour period.

20.1.U

(1) Understory Tree: A self-supporting woody plant which normally attains a height of at least fifteen (15) feet but not more than thirty-five (35) feet at maturity.

20.1.V

(1) Vacation: To end the use of an easement or the ownership and use of a right-of-way by a public or private agency.

(2) Variance: See "Hardship Relief."

(3) Vehicle, Large Repair: The repair of motor vehicles, including but not limited to trucks, recreational vehicles, buses, boats, and heavy equipment, and similar size vehicles which have gross vehicle weights greater than 10,000 pounds, but excluding airplane or aircraft.

(4) Vested Rights: The right to undertake and complete the development and use of a property under the terms and conditions of an approved site-specific development plan or an approved phased development plan for a specified time, regardless of changes in the CDC.

(5) Visibility Triangle: An area beyond the curb radius, so specified by this CDC, which shall be kept clear of all objects to provide visual clearance.
20.1.W
(1) Warehouse: A use engaged in storage, wholesale, and distribution of manufactured products, supplies, and equipment, which is characterized by frequent heavy trucking activity and open storage of material.

(2) Watercourse: A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

(3) Water Drainage Feature: Natural or artificial standing water bodies, wetlands, retention/detention areas, streams, and ditches which receive and/or convey stormwater runoff.

(4) WBD-CRD: The West Bay Drive Community Redevelopment District.

(5) Wetland: Land that is inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances does or would support, a prevalence of vegetation typically adapted for life in saturated soil conditions. The term includes, but is not limited to, swamp hammocks, hardwood swamps, riverine cypress, cypress ponds, bayheads and bogs, wet prairies, freshwater marshes, tidal flats, salt marshes, mangrove swamps, and marine meadows.

(6) Wind Energy Conversion System: A device used to capture wind energy and change it into another form of energy.

(7) Workforce Housing: Housing that is affordable to households of low, moderate and above moderate income in the range of sixty (60) percent to one hundred twenty (120) percent of the area median income.

20.1.X
(1) Xeriscape: A method of landscaping using native vegetation and other drought-resistant plants designed for low maintenance and water conservation.

20.1.Y
(1) Yard: An open area between building(s), structure(s), or use(s) and the adjoining lot line unoccupied and unobstructed by any building structure or use from the ground up except as otherwise provided in this CDC.

20.1.Z
(1) Zone A: The Special Flood Hazard Area shown on a community's Flood Insurance Rate Map.