

MEMORANDUM

APPROVED In Open Session
Manatee County Board of County Commissioners

5/22/18

To: Vicki Tessmer, Supervisor, Board Records
Thru: Tammy Boggs, Sr Fiscal Services Manager, Building
and Development Services
From: Tracy Brainard, Fiscal Specialist
Date: May 11, 2018
Subject: Refund Request – \$1,000.00
PLN1805-0020



Due to the dollar amount of the attached refund request, Board approval is required prior to Finance issuing the refund check to the customer.

Please place this request on the Board's consent agenda. Once approved, please forward to Finance to have the check issued and email a copy of the Board approval to me at tracy.brainard@mymanatee.org.

Thank you for your help!

Building & Development Services Department
1112 Manatee Avenue West
Bradenton, FL 34205
Phone number: (941)748-4501

MEMORANDUM



Handwritten signature and date: P. Boggs 5/11/18

To: Finance
From: Tracy Brainard
Date: May 11, 2018
Thru: Tammy Boggs, Senior Fiscal Services Manager,
Building and Development
Subject: Refund

Please process the following refund request:

| |
|-----------------------------------|
| Petitioner: Timothy Towles |
| 25472 Shore Dr |
| Punta Gorda, FL 33950 |
| |

| |
|----------------------------|
| Description: Refund |
|----------------------------|

| |
|--|
| Reason for Request: Incorrect PreApplication Type Chosen. Should have been Regular not Manager level. |
|--|

| Confirmation # | Fee ID | Account# | Amount |
|----------------|---------------------|--------------------|-------------|
| PLN1805-0020 | PreApplication Type | 107.0000000.329008 | \$ 1,000.00 |

| |
|--|
| |
|--|

| |
|--|
| Recommendation: Approved (X) Deny () |
|--|

| |
|--------------------------------|
| Refund Total \$1,000.00 |
| |

Building & Development Services Department
1112 Manatee Avenue West
Bradenton, FL 34205
Phone number (941) 748-4501

MEMORANDUM

To: Lacy Pritchard, Fiscal Analyst
From: Phyllis Strong, Development Services Manager
Date: May 7, 2018
Subject: Preapplication Conference overpayment

MAY - 7 2018



The following individual has requested a refund from this department. I would appreciate processing of the request by your office.

| | |
|---------------------|--|
| PETITIONER: | Timothy Towles 25472 Shore Drive Punta Gorda, FL 33950 |
| DESCRIPTION: | Overpayment for Preapplication Conference |
| REASON FOR REQUEST: | Customer chose incorrect Preapplication Conference type (chose Manager level instead of Regular) |
| DATE PERMIT ISSUED: | 05/05/18 |
| RECEIPT/PERMIT #: | 543887 |
| REFUND ACCT #: | |

RECOMMENDATION: Approve (X) Deny ()

REFUND AMOUNT DUE: \$1,000.00

PLN 1805 - 0020

Building and Development Services
Development Services/Zoning
1112 Manatee Avenue West, 4th FL Ste 408
Phone number: (941)749-3070





Manatee County Building and Development Services
Planning
1112 Manatee Avenue West 4th Floor
Bradenton, FL 34205

Receipt No. 543887
Receipt Date: 5/5/18

RECEIPT

Record and Payer Information

| | | | | | | | |
|-------------------------|---|--------------------|-----------------|------------------|----|------------|-------|
| Record ID | PLN1805-0020 | Record Type | Special Request | | | | |
| Parcel ID | 5764021590000-2761420675 | | | | | | |
| Desc. of Work | Dog boarding and daycare services with indoor and outdoor play areas. | | | | | | |
| Property Address | 15010 SR 64 E | City | BRADENTON | State | FL | Zip | 34212 |
| Owner | HELLER MARK | | | | | | |
| Address | PO BOX 88 | City | BRADENTON | State | FL | Zip | 34217 |
| | | | BEACH | | | | |
| Phone | | | | | | | |
| Contractor | | | | License # | | | |
| Company | | | | | | | |
| Address | | City | | State | | Zip | |
| Phone | | | | | | | |
| Payer | Timothy B Towles | | | | | | |

Payment Detail

| Date | Payment Method | Source of Payment | Comments | Amount |
|------------|----------------|-------------------|----------|------------|
| 05/05/2018 | Credit Card | ACA Online | | \$2,500.00 |

Fee Details

| Fee Description | Invoice # | Quantity | Fee Amount | Current Paid | Outstanding Balance |
|-----------------------------------|-----------|----------|------------|--------------|---------------------|
| Pre-Application Manager Review | 49583 | 1 | \$2,500.00 | \$2,500.00 | \$0.00 |



Transaction Detail

Transaction Type: Payment Date & Time: 05/05/2018 03:21:59 PM EDT Confirmation #: 45790452

Payer Information:

Name: Timothy B Towles
 Street Address: 25472 Shore Dr.
 Address: Punta Gorda, FL 33950
 Country Code: US
 Telephone: 9418156892
 Email: seeshoredr@comcast.net

Payment Information:

| Transaction ID | Transaction Type | Date & Time | Channel | Payment Method | Account Type | Client | Product | Status | Confirmations | Last 4 | Base Amount | Consumer Fee | Total Amount | Client Chargeback Fee | Reason | UserID | RequestKey (Record ID) | RequestCapType | PaymentType | Payer Identifier 5 | Unique ID 7 | Payer Identifier 8 | Payer Identifier 9 | Payer Identifier 10 | Payer Identifier 11 |
|----------------|------------------|----------------------------|---------|----------------|--------------|-------------------|--------------------------|---------|---------------|--------|-------------|--------------|--------------|-----------------------|--------|----------------------|---|--|-----------------|--------------------|-------------|--------------------|--------------------|---------------------|---------------------|
| 199572680 | Payment | 05/05/2018 03:21:59 PM EDT | Web | Credit Card | Visa | Manatee County of | Permit Payments (Accela) | Settled | 45790452 | 8697 | \$2,500.00 | \$0.00 | \$2,500.00 | \$67.50 | | UserID: NatashaJaney | RequestKey (Record ID): 18EST-00000-13270 | RequestCapType: Planning/Special Request/PreApplication Meeting/NA | PaymentType: CC | Unique ID: 798952 | | | | | |

PLN1805-0020 - Pet Resort

Menu Help

File Date: 05/05/2018

Application Status: Submitted

Application Type: Pre-Application Meeting

Application Detail: Detail

Description of Work: Dog boarding and daycare services with indoor and outdoor play areas.

Application Name: Pet Resort

Address: 15010 SR 64 E, BRADENTON, 34212

Owner Name: HELLER MARK

Owner Address: HELLER, ROSA, PO BOX 88, BRADENTON BEACH, FL 34217

Parcel No: 5764021590000-2761420675

| Contact Info: | Name | Organization Name | Contact Type |
|---------------|------------------------|---------------------------|--------------|
| | <u>Timothy Towles</u> | <u>Pet Resort</u> | Applicant |
| | <u>Thomas Finnerty</u> | <u>Finnerty Proper...</u> | Agent |

| Licensed Professionals Info: | Primary | License Number | License Type | Name |
|------------------------------|---------|----------------|--------------|------|
| | | | | |

Total Fee Assessed: \$2,500.00

Total Fee Invoiced: \$2,500.00

Balance: \$0.00

Custom Fields: Pre-Application Meeting

| Project Information | Type of Meeting | Review Type |
|--|-----------------------|------------------------------|
| | <u>Regular</u> | <u>Administrative Permit</u> |
| Does Development Already Exist? | | Lot Area |
| <u>No</u> | | <u>86895</u> |
| Is this an EDC Rapid Response Development? | | Lot Frontage |
| <u>No</u> | | <u>127</u> |
| Is this a CRA Rapid Response Development? | | |
| <u>No</u> | | |
| Has a Special Permit already been approved by a Hearing Officer? | | |
| <u>No</u> | | |
| Is this Development within a Historical District? | | |
| <u>No</u> | | |
| Are there wetlands or native habitat in the project boundary? | | |
| <u>No</u> | | |
| Include Demolition? | Flood Zone FIRM Panel | |
| <u>No</u> | - | |
| Include Tree Removal? | Credit Used | |
| <u>Yes</u> | | |

| | | |
|----------------------|--|---------------------------------|
| Location Information | Historic Status <u>No</u> Historic Status Description - | Water Provider <u>county</u> |
|----------------------|--|---------------------------------|

| | | |
|---------------------------------|-------------|------------|
| Existing Land Use (This Parcel) | Residential | Commercial |
|---------------------------------|-------------|------------|

| | | |
|-------------------------|------------------|------------|
| Adjacent Land Use North | Residential √ | Commercial |
|-------------------------|------------------|------------|

| | | |
|------------------------|-------------|-----------------|
| Adjacent Land Use East | Residential | Commercial √ |
|------------------------|-------------|-----------------|

| | | |
|-------------------------|-------------|------------|
| Adjacent Land Use South | Residential | Commercial |
|-------------------------|-------------|------------|

| | | |
|------------------------|-------------|------------|
| Adjacent Land Use West | Residential | Commercial |
|------------------------|-------------|------------|

| | | | | | | | |
|----------------------|-------|--------|------|-------|-------|-------|----|
| Zoning (This Parcel) | CON | A √ | A-1 | RSF-1 | RSF-2 | RSF-3 | |
| RMF-6 | RMF-9 | VIL | PR-S | PR-M | NC-S | NC-M | GC |
| PDRP | PDI | PDW | PDPI | PDMU | PDRV | PDUI | |

| | | | | | | | |
|--------------|-------|--------|------|-------|-------|-------|----|
| Zoning North | CON | A √ | A-1 | RSF-1 | RSF-2 | RSF-3 | |
| RMF-6 | RMF-9 | VIL | PR-S | PR-M | NC-S | NC-M | GC |
| PDRP | PDI | PDW | PDPI | PDMU | PDRV | PDUI | |

| | | | | | | | |
|-------------|-------|--------|------|-------|-------|-------|----|
| Zoning East | CON | A √ | A-1 | RSF-1 | RSF-2 | RSF-3 | |
| RMF-6 | RMF-9 | VIL | PR-S | PR-M | NC-S | NC-M | GC |
| PDRP | PDI | PDW | PDPI | PDMU | PDRV | PDUI | PC |

| | | | | | | | |
|--------------|-------|--------|------|-------|-------|-------|----|
| Zoning South | CON | A √ | A-1 | RSF-1 | RSF-2 | RSF-3 | |
| RMF-6 | RMF-9 | VIL | PR-S | PR-M | NC-S | NC-M | GC |

| PDRP | PDI | PDW | PDPI | PDMU | PDRV | PDUI | PC |
|-------------------------------|-------|------------------------|--------|------|----------------------|--------|-------|
| Zoning West | | CON | A ↓ | A-1 | RSF-1 | RSF-2 | RSF-3 |
| RMF-6 | RMF-9 | VIL | PR-S | PR-M | NC-S | NC-M | GC |
| PDRP | PDI | PDW | PDPI | PDMU | PDRV | PDUI | PC |
| Future Land Use (This Parcel) | | | | AG/R | AT | CON | ER IH |
| | | | | R-OS | RES-1 | RES-12 | RES |
| Future Land Use North | | | | AG/R | AT | CON | ER IH |
| | | | | R-OS | RES-1 | RES-12 | RES |
| Future Land Use East | | | | AG/R | AT | CON | ER IH |
| | | | | R-OS | RES-1 | RES-12 | RES |
| Future Land Use South | | | | AG/R | AT | CON | ER IH |
| | | | | R-OS | RES-1 | RES-12 | RES |
| Future Land Use West | | | | AG/R | AT | CON | ER IH |
| | | | | R-OS | RES-1 | RES-12 | RES |
| Overlays | | AI | CEA | CHHA | DA | FIG | HA NC |
| | | WO | WR | RAC | HR | HVP | EW |
| On-Base | | Transferred to On-Base | | | Approved for On-Base | | Pr |
| | | - | | | | | |

Workflow Status: Task Assigned To Status

| Task | Assigned To | Status |
|---------------------------|--------------------|--------|
| <u>Application</u> | | |
| Reviewer Assignments | | |
| Utilities | Robert Crowton | |
| Addressing | Vickie Warner | |
| IT GIS Mapping | Tim Labarr | |
| Fire Department | | |
| Environmental Planning | Robert Knable | |
| Public Works Utility E... | Scott May | |
| Flood Plain | Sandy Tudor | |
| Public Works Concurrency | Susan Barfield | |
| State of Florida Depar... | Terri Stripling | |
| Public Works Infrastru... | | |
| Public Works Storm Wat... | Thomas Gerstenb... | |
| Public Works Transport... | | |
| Manatee County School ... | Amy Anderson | |
| Public Works Traffic D... | Mukunda Gopalak... | |
| Public Works Engineering | Karla Ripley | |
| Planning GIS Mapping | Paul Hrebenach | |
| Case Manager Review | | |
| Plans Verification | | |
| Public Hearing | | |

| Condition Status: | Name | Short Comments | Status |
|-------------------|------|----------------|--------|
|-------------------|------|----------------|--------|

| Documents: | File Name | Document Group | Category |
|------------|-----------------------------|----------------|-----------------|
| | <u>CCE04232018_0003.pdf</u> | PLN_PRE_APP | Conceptual Plan |

[Show all](#)

| Application Comments: | View ID | Comment |
|-----------------------|---------|---------|
|-----------------------|---------|---------|

Initiated by Product: ACA

| Scheduled/Pending Inspections: | Inspection Type | Scheduled Date | Inspector |
|--------------------------------|-----------------|----------------|-----------|
|--------------------------------|-----------------|----------------|-----------|

| Resulted Inspections: | Inspection Type | Inspection Date | Inspector |
|-----------------------|-----------------|-----------------|-----------|
|-----------------------|-----------------|-----------------|-----------|

MANATEE I PRODUCTION - Civic Platform - PRODUCTION

Tracy Brainard ()

PLN1805-0020 - Pre-App Pet Resort

Menu Add Delete Void Invoice Invoice & Pay ReCalc Help

Fee Calc. Factor: Job Value(Contractor)\$0.00 v

Fee Total \$1,500.00

Showing 1-2 of 2

()

| <input type="checkbox"/> Invoice # | Fee Item | Quantity | Fees | Status | Balance | Notes |
|------------------------------------|---------------------------------|----------|------------|----------|------------|----------------|
| <input type="checkbox"/> 51152 | Pre-Application Manager Review | 1 | \$2,500.00 | CREDITED | \$0.00 | |
| <input type="checkbox"/> 51153 | Pre-Application Regular Meeting | 1 | \$1,500.00 | INVOICED | \$1,500.00 | To Correct Pre |

PLN1805
-0020
()

Page 1 of 1 < >

BLD1804
-0421
()

License
Professionals
()

More ()





Fee Summary

DATE_PAYMENT = 5/5/2018

Account Code: 1070000000329008

| Record ID | ADDR FULL LINE# | Transaction Date | Transaction Type | Fee Code | Fee Description | Amount Paid |
|--------------|-----------------------------------|------------------|----------------------|-------------|------------------------------------|-------------------|
| PLN1805-0020 | 15010 E SR 64, BRADENTON 34212 | 5/5/2018 | Payment Applied | PLN_GEN_600 | Pre-Application Manager Review | \$2,500.00 |
| PLN1805-0020 | 15010 E SR 64, BRADENTON 34212 | 5/11/2018 | Void Payment Applied | PLN_GEN_600 | Pre-Application Manager Review | (\$2,500.00) |
| PLN1805-0020 | 15010 E SR 64, BRADENTON 34212 | 5/11/2018 | Payment Applied | PLN_GEN_610 | Pre-Application Regular Meeting | \$1,500.00 |
| | | | | | | \$1,500.00 |

Account Code: 1470000000208008

| Record ID | ADDR FULL LINE# | Transaction Date | Transaction Type | Fee Code | Fee Description | Amount Paid |
|--------------|--|------------------|------------------|-------------|-----------------|----------------|
| BLD1805-0132 | 3839 CREEKSIDE PARK DR, PARRISH 34219 | 5/5/2018 | Payment Applied | BLD_POOL_02 | State Fee | \$8.98 |
| BLD1805-0133 | 12328 GLENRIDGE LN, PARRISH 34219 | 5/5/2018 | Payment Applied | BLD_POOL_02 | State Fee | \$8.98 |
| BLD1805-0455 | 4023 E 73RD TER, SARASOTA 34243 | 5/5/2018 | Payment Applied | BLD_ROOF_03 | State Fee | \$4.23 |
| BLD1805-0456 | 4217 W 78TH ST, BRADENTON 34209 | 5/5/2018 | Payment Applied | BLD_MECX_02 | State Fee | \$4.00 |
| BLD1805-0457 | 2212 E 19TH ST, BRADENTON 34208 | 5/5/2018 | Payment Applied | BLD_MECX_02 | State Fee | \$4.00 |
| BLD1805-0458 | 8003 E 55TH ST, PALMETTO 34221 | 5/5/2018 | Payment Applied | BLD_SOL_02 | State Fee | \$4.00 |
| | | | | | | \$34.19 |

Account Code: 1470000000322015

| Record ID | ADDR FULL LINE# | Transaction Date | Transaction Type | Fee Code | Fee Description | Amount Paid |
|--------------|------------------------------------|------------------|------------------|-------------|--------------------|-----------------|
| BLD1805-0455 | 4023 E 73RD TER, SARASOTA 34243 | 5/5/2018 | Payment Applied | BLD_ROOF_01 | Re-Roof Permit Fee | \$169.00 |
| | | | | | | \$169.00 |

Account Code: 1470000000322024

| Record ID | ADDR FULL LINE# | Transaction Date | Transaction Type | Fee Code | Fee Description | Amount Paid |
|--------------|-----------------------------------|------------------|------------------|------------|------------------|-----------------|
| BLD1805-0458 | 8003 E 55TH ST, PALMETTO 34221 | 5/5/2018 | Payment Applied | BLD_SOL_01 | Solar Permit Fee | \$140.00 |
| | | | | | | \$140.00 |

2018

Manatee County, BCC

05/11/2018

GL Transaction Details (Long)

14:56:07

05/05/2018 to 05/05/2018

| Primary Ref. | GL-PR. | FY | Post Date | PE ID | | | | DR |
|--|--------|-------|------------|-------------------------------|-----------------------|----------|-----|---------------|
| JL JL Key JL Obj | JL-PR. | FY | Date2 | Job Number | PeDB | | | CR |
| Transaction Description | | CK | ID-No. | 2nd Ref. | | Misc | | Units |
| Batch ID | | JeACG | TrACG | Contract | Sb | Prep | | Work Order No |
| 1070000000 - Unincorporated Services Fund | | | | | | | | |
| 329008 - Site plan review fee | | | | | | | | |
| BP180505 | 08 | 2018 | 05/05/2018 | CASH | | | | 0.00 |
| JL N/A..N/A | 08 | 2018 | 05/05/2018 | 6988925 | P | | | 2,500.00 |
| PreApplication Manager Review | | AP | | RC027392 | | | | 0.00 |
| BP180505 | | | | | CR | TBRAINAR | | |
| | | | | | *** Object Totals *** | | DR | 0.00 |
| | | | | | | | CR | 2,500.00 |
| | | | | | | | Net | -2,500.00 |
| *** EN Net *** | | 0.00 | | *** Object Totals with EN *** | | | | -2,500.00 |