

# PASCO COUNTY PLANNING & DEVELOPMENT SERVICES CHECKLIST FOR LICENSE AND MAINTENANCE AGREEMENT

Project Name: \_\_\_\_\_

Date Received: \_\_\_\_\_

If a Right-of Way Use Permit in accordance with Land Development Code Section 406.5 requires a License and Maintenance Agreement Application, the requirements listed below shall be submitted. Additional information may be required at the time of technical review.

- \_\_\_\_\_ 1. An initial \$1,000.00 Administrative Review Fee and \$25.00 Technology fee, (\$1025.00 total).
- \_\_\_\_\_ 2. Three site plans, (use ROW permit approved plans) no larger than 8.5" X 14", signed and sealed by a professional engineer, licensed in the State of Florida, to include the following:
  - a. Location map.
  - b. Proposed installation, structure or facility to be located in the right-of-way (to scale or accurately dimensioned) **clearly shown**.
  - c. Show and dimension all clear-sight areas in accordance with Florida Department of Transportation's *Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways* (green book).
  - d. Show and dimension all roadside clear zones in accordance with Section 901.6 of the Land Development Code, including indicating type of curb (mountable or barrier).
- \_\_\_\_\_ 3. Three License and Maintenance Agreements with original signatures.
- \_\_\_\_\_ 4. Right of Way Use Permit Application, completed and approved.
- \_\_\_\_\_ 5. Copy of document which gives signer authorization to sign (Div of Corp print out, CDD Resolution appointing member, etc.)

**Prior to scheduling for Board of County Commission meeting:**

- \_\_\_\_\_ 6. Recording fees must be submitted to the Zoning & Intake Division per Pasco County Clerks Office fee schedule to record BCC Approved License & Maintenance Agreement. (determined by number of pages of Agreement and Exhibit A)

**THE SUBMITTAL OF PLANS WILL BE REJECTED FOR COMPLETENESS UNLESS ALL APPLICABLE INFORMATION IS PROVIDED AS INDICATED ABOVE.**

Reviewed By: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

- None Referenced - Applicant did not provide information.
- ✓ Information provided is adequate for completeness.
- x Information must be provided for plan to be determined complete.