



**Horizontal Round Table Meeting Agenda
February 20, 2019
West Pasco Government Center
New Port Richey Staff Development Room
2:00 PM – 3:00 PM**

New Business:

1. **ACCELA – Going Live 3/4/19** (Francesca Escoto) **Applications can be submitted online starting March 4th. Only two sets of plans need to be submitted and everything else is electronic. Central Permitting is currently separate from the Planning Department, so two log-ins are required at this time. Eventually they will join together. You will be able to check review status and can create and search other records in the system. Sign and Seal will be available on E-Permit Hub in the future. Payments should be able to be made starting on 3/4/19, but may need to be extended until the end of the month.**
2. **Traffic Operations Plans Review Procedures** (Jack King/Mike Bunk) – **Rescheduled to next month's meeting in March**
3. **Electronic Plat Submittals** (Alex Parnes) – **Will be going live on 3/4/19. May still need physical seals. Will do dual submittals for 30 days to work out kinks. Everything else will be done the same way.**
4. **Right-of-Way Cross Sections** (Aury Rivero)



001-2_2LnRural_UDiv
RW114.pdf



001-5_2LnUrban_UDiv
_RW80-TS (2).pdf



Notes.pdf

Cross Sections table shows adopted Cross Section and proposed Cross Sections. Purpose is to preserve ROW, which vary due to land use. The target date is for the 3/14/19 Planning Commission Meeting and the 3/26/19 Board of County Commissioner Meeting. Ali Atefi is working with FDOT for their needs. Please contact Aury with any comments at arivero@pascocountyfl.net

5. **Construction Plans Resubmittal Narrative** (Will Poon)

Narratives are not clearly describing the exact location of the change(s) within the respective plan sheet(s). Also, Current Planning has noticed items that had been changed, but not described in the narrative. Therefore, Current Planning is spending unnecessary additional review time to check for the changes and possible other changes not described from the narrative. Hopefully, in lieu of bubbling and

using the narrative in the near future, the County will have the opportunity to utilize the overlay software with the digital plans review.

6. Miscellaneous Items (Open Forum)

Old Business:

1. **Concrete Pavers Ordinance** – (Will Poon) - Submitted to consultants and developer for input. County is in the process of incorporating paver sidewalk into the Ordinance. Send updated copy to Jennifer Doerfel -TBBA and stakeholders on HOA consideration, when draft Ordinance is available.



PASCO COUNTY
CONCRETE PAVERS DI

COUNTY IS STILL WAITING ON INPUT AND/OR COMMENTS FROM THE STAKEHOLDERS. County have received comments from a few engineering consultants and will review for consideration. Will Poon and Don Rosenthal will discuss if there are any affects to Central Permitting in further detail outside of the meeting.

BCC approved for adoption of Paver Ordinance on Feb. 19, 2019. To be removed from agenda.

Just because it is private or CDD, it still has to meet County standards.

2. **Approval Memo Process** – Re-review to reduce the amount of time to get draft memo approved. (Brad Tippin, Patrick Dutter, Cindy Zatorski)

Set up General Conditions as Standard template within the approval memo. Possibly, submit the draft approval memo to the engineer at the same time under the Planner's review, however, use discretion on minimal changes to the final approval memo. Current Planning will re-review process for efficiency.

TO BE DETERMINED ON THE PROCESS IMPROVEMENT.

Toxey Hall is forwarding sample approval memo/letters from other counties to Patrick Dutter, Current Planning.

3. **L & M Agreements** – **Jordan Schrader to provide further input and/or examples for improving the L & M Agreement forms for County consideration. Jordan will e-mail the latest version to Current Planning for review and consideration.**

TO BE ADDED ONTO OLD BUSINESS FOR PROGRESS AND CONSIDERATION.

Jordan Schrader will discuss with Elizabeth Blair, County Attorney Office.

4. Certification of Completion Requirements – Engineering Inspections (Wayne Radke)



[Revised Certificate of Completion JNS 08102](#)



Certificate-of-Completion.pdf

E-mail or upload the document for review. Under review by stake holders.

TO BE ADDED ONTO OLD BUSINESS FOR PROGRESS AND CONSIDERATION.

Toxey Hall gave Chris Wert updated certificate of completion form for review.

Concerns: Presently, Bond review process takes 3 to 4 months, which may prolong the actual Bond period to 3.5 years. Recommendations: Case by case review based on number of punch-list items, but to include such items as part of the overall Bond.

Possible Options: upon approval of the cost estimate and bond acceptance or certification of completion or Board of County Commissioners Approval to start 3-year Warranty Bond period.

Chris Wert, Project Management, Jordan Schrader, Clearview Design and Ed Rogers, Heidt Design will have a separate meeting to discuss in further detail on this matter.

5. Surveying Department - Plat Review and final certification of completion process for development projects by the surveying department. (Alex Parnes, Lisa Kral, Dennis DeHoff)

Plat review process is under review by Surveying Department with new procedures, checklist, SOP's and dedication requirements under review by CAO. Engineering Inspections will review the certification of completion language and/or template process.

TO BE ADDED ONTO OLD BUSINESS FOR PROGRESS AND CONSIDERATION.

There are inconsistencies with standard dedication language requirements during the plat reviews by Surveying Department and the County Attorney Office. Stakeholders will provide examples to Don Rosenthal to forward to County Attorney Office for review.

6. Roof Gutter Requirements - (Will Poon)

Informed stakeholders that there was a previous meeting with Administration, Central Permitting, Public Works/Stormwater Departments, Current Planning, developer/builder representatives' request to coordinate for the amendment of LDC Section 902.2.k.2.a(3) to eliminate the requirement for installation of gutters, etc.



The item was presented to the County Ordinance Development Team (ODT). It is an on-going item for further updates of future discussion from the County Ordinance Development Team.

*Next Horizontal Round Table Meeting is scheduled for March 20, 2019 in the Staff Development Room at the West Pasco Government Center
"Bringing Opportunities Home"
"Pasco County—Florida's premier county"*