



Horizontal Round Table Meeting Agenda
November 18, 2020
Webex Meeting
2:00 PM – 3:00 PM

New Business: Will Poon opened meeting at 2:01 p.m. – 51 Attendees

Attendees : Janice Miller, Will Poon, Alexandra Laporte, Alexander Hubert, Boyan Pargov, Brad Gilley, Brad Tippin, Brian Jackson, Bryan Surak, Building and Construction Services, Chris Smith, Christina Acosta, Clarke Hobby, Cynthia Spidell, Denise Hernandez, Elizabeth Blair, Heather Meyer, Jaime Giradi, Jarice Barbee, Jeff Deason, Jennifer Montsinger, Jordan, J. Sanders, Katie McCarron, Kurt Wala, Lindsay Flanagan, Mair Costa, Melissa Walguarnery, Michael Whalen, Michele Crary, Mike Cook, Mike Cook, Mary Thomas, Patrick Dutter, Nicole Lynn, and Nectarios Pittos, Mike Osipov, Sherrie's Permit Service, Sally Sherman, Rob Christy, Phineline, Toxey Hall, Tammy Snyder, Tuyen Tran, Victor Barbosa, and Whitney Haddox

- **Introductory Presentation on LDC Section 500 Phase I Update – Tiger Team –** (Alexandra LaPorte) Alex gave presentation on LDC Section 500, Phase 1 – Important to note - no substantive change – mostly refining and cleaning – eliminating redundancy, etc. This is to lay the foundation of Phase 2 and beyond and possibly to eliminate/avoid some MPUDs.

Clarke Hobby asked for red-lined document showing changes. Alex answered there will be appendix with changes in spreadsheet format instead of red line because of too much information. Due to formatting changes – all would appear red.

Alexandra will send a draft as soon as it is finished. Again, there is no substantive change to the text. This point was reiterated by Nectarios Pittos – the Phase 1 portion was specifically not supposed to have any substantive changes. Sally Sherman asked about the timeframe in order to answer Clarke Hobby regarding the time given to them to read the document updates.

Jordan – wants to be able to go back to landowners to say “this is housekeeping – no changes to code” Alexandra says it is written in ordinance within the document that states there is no intention to change code. Michael Whalen also answered that it will be clear, if there would be a change and will be adopted into the document.

Question: When will the “whereas” clauses be ready to send out to everyone? Response: It should be ready within the next few days.

Question: Would the builders/developers have time to ask for changes before it goes to the board for adoption. Planning Commission Meeting is January 7, 2021. Alexandra will send it out as soon as she possibly can.

- **Plans Resubmittal – Quality of Resubmittals –** (Will Poon/Brad Tippin) Will Poon continues to observe issues with submittals and/or resubmittals, which generally, these cause delays. Common issues – response comment letters are missing or partially completed, or unclear of the revisions on the plans. Inconsistencies on the plans – could be forgotten or missed or could be purposefully



omitted. Need final – not draft for reports, i.e. geotechnical report, etc. We need complete and final plans. There are currently five (5) Technical Specialists/Engineers and three (3) Transportation Planners handling all the technical reviews; including all the PDF email reviews, which take additional time with limited staff.

Brad Tippin added clients continue to make product changes mid-stream during the plans review. Requested engineers to please speak with their client(s) at the onset on how this can cause issues down the road, and possibly may need to withdraw the project, instead. Therefore, please have that discussion up front with your client/customer. Will Poon added that permanent structures encroachment into easements and building setbacks have been a problem – and we are hearing homeowners are told to simply ask for variance – for pools for example, which is not a correct and proper procedure or solution.

- **Miscellaneous Items – (Open Forum) – Content Meeting with Intake – (Michele C.)** Michele asks for a phone call when requesting content meeting. Please provide four (4) days in advance for Michele to schedule the meeting. There are too many emails coming in and she does not want to miss anyone.
- **Collaborative Fee (Brad Tippin) –** Brad clarified process – needs to be consistent with the statutes, which is essentially two (2) rounds. We need to start to enforce this now. You can allow us to deny the project to allow you to appeal – this includes a public hearing and may take more time. You may withdraw the project and start over in the process. Collaborative review is a kind of expedited review where it is more of a back and forth. This takes more attention and takes an additional fee – double standard project fee. For now, we are not offering Expedited Review (due to COVID-19).

Old Business:

1. **SWOT Analysis Meeting with Stakeholders Coordination – (Will Poon)**
Initially scheduled for March 18, 2020, however, proposed change to an undetermined future date.
2. **Subdivision Roadway Dedication Policy - (Will Poon) – Rescheduled to future meeting.**
3. **Encroachment into Building Setbacks and/or Easements - (Will Poon)**
Discussed with Vertical Round Table stakeholders, also.

***Next Horizontal Round Table Meeting is scheduled for December 16, 2020 in the
Virtual Webex Meeting***

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