



**Horizontal Round Table Meeting Agenda
March 19, 2019
West Pasco Government Center
New Port Richey Staff Development Room
2:00 PM – 3:00 PM**

New Business:

1. **ACCELA – Go Live** (Lynn Kraus)
 - **ACCELA will have online applications starting on Monday March 25, 2019.**
 - **Pre-Application Meetings to be processed through ACCELA. Coordinate with Gina Monti.**
 - **Current Planning will follow up with an e-mail on procedures in ACCELA for submitting projects.**
2. **Park Fees** (David Goldstein/Denise Hernandez) – **Rescheduled.**
3. **Plat-No Improvements** (Patrick Dutter/Brad Tippin) – **To be discussed with County Ordinance Development Team to clarify procedure.**
4. **ROW Use Permits** (Will Poon) – **ACCELA will be able to process ROW Permit Application for plans review.**
5. **Driveway Widths** (Will Poon) – **Further discussion with County Ordinance Development Team for reduction of driveway widths for Townhomes.**
6. **Traffic Operations Plans Review Procedures** (Jack King/Mike Bunk) – rescheduled from February. To be addressed by Will Poon.
The plans review process with the new consultant from Traffic Operations is going smoothly.
7. **Update on LDC rewrite** – (Denise) – **No further LDC Amendment updates, however, possibly update in the progress of the “Tiger” Team’s proposed LDC changes in future Horizontal Round Table Meeting.**
8. **Miscellaneous Items** (Open Forum) – **Introduction of new Engineer, Whitney Haddox, P.E. in Current Planning.**

Old Business:

1. **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.

2. 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.

3. 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.

4. 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 April 17, 2019 in the
Staff Development Room at the West Pasco Government Center
"Bringing Opportunities Home"
"Pasco County—Florida's premier county"*