



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

New Business:

1. **Technical Manual for Design and Construction of Water, Wastewater and Reclaimed Water Facilities** – (Lennie Naeyaert). **Update of Technical Manual, open for external stakeholder’s review and input and/or comments. Please contact Jennifer M. and Toxey H. for “Code” access to Technical Manual. Plans review by the Utility Company Department by limited resources in Utility Department, so request for pre-submittal meetings are hindering plans review process, so please use discretion and contact Lennie N. with further questions or comments. BCC approval anticipated by January 2020. Need input from stakeholders by Dec. 18, 2019 for review and consideration. Questions on plans review comments, please contact Lennie.**
2. **Draft Flood Damage Prevention LDC Section 1104 Amendments** – (Bobby Cobelli) – **Postponed to January 2020**
3. **Subdivision Plan and Plat Process; LDC Section 403.2 Preliminary Development Plan Nonresidential/Mixed Use** – (Will Poon) **Subdivision Plan and Plat must be approved prior to submittal of separate individual site development plan within the nonresidential subdivision.**
4. **Simultaneously Construction Plans and ROW Plans Review** – (Will Poon) – **Recommend utilizing simultaneous plans review submittal for future development projects.**
5. **No-Conflict Letters** - new requirement by the ROW department for any permits for entry monuments, gates, etc. for new communities – (Jeff Deason, Pulte Group) **Coordinate with Central Permitting to resolve No-Conflict Letter requirements.**
6. **Miscellaneous Items** - (Open Forum)

Old Business:

1. **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.

ON-GOING DISCUSSIONS (July 17, 2019 and August 21, 2019).

- 2. 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. (June, 2019)

Surveying Department is creating SOP' and working with Jeff Steinsnyder, County Attorney to standardize language and propose LDC Amendments. (July 17, 2019 and August 21, 2019)



***Staff Development Room at the West Pasco Government Center
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