



Horizontal Round Table Meeting Agenda
February 19, 2020
West Pasco Government Center
New Port Richey Staff Development Room
2:00 PM – 3:00 PM

New Business:

1. **Introduction of New Administrative Secretary, Janice Miller – (Will Poon)**
2. **Draft Flood Damage Prevention LDC Section 1104 Amendments – (Bobby Cobelli)**
Bobby Cobelli and Nancy Simpson, Flood Program, provided an overview of proposed LDC Amendments. The FEMA Coastal Maps with proposed LiMWA designation will be effective June 5, 2020. Kristi Sims, County Attorney Office, who stated that County Attorney Office is enforcing the intent of FEMA Criteria to maximize benefits to the citizens. Draft documents will be available for stakeholders. Questions or comments to be e-mailed to Bobby Cobelli, bcobelli@mypasco.net and/or Nancy Simpson, nsimpson@mypasco.net
The link below shows the areas that are changing Flood Zones on June 5.
Only the coastal area are effected.

<https://pascocounty.maps.arcgis.com/apps/webappviewer/index.html?id=f02e1bacda9f4e888d19843d84bf23e7>
3. **Development Manual and Fee Schedule – (Jessica Kowal)**
Jessica Kowal, Current Planning, provided an overview of the draft Development Manual and Fee Schedule. Draft documents will be available for stakeholders. Questions or comments to be e-mailed to Jessica Kowal, jkowal@mypasco.net
4. **SWOT Analysis Meeting with Stakeholders Coordination – (Will Poon)**
Initially scheduled for March 18, 2020, however, proposed change to March 25, 2020 Meeting.
5. **ACCELA submittals – (Michele Crary)**
County to provide training classes to be provided to external stakeholders for uploading and setting up ACCELA records and submittals.
6. **Plans Submittals and Subsequent Rounds of Review Procedures – (Will Poon)**
Overall, submittals are acceptable and meeting the 120 days timeline. However, there are many project resubmittals, that attempt to avoid a subsequent round of comments, and to meet the 120 days timeline, begin e-mailing PDF files for review by Current Planning staff members. Some of these PDF file reviews are substantial with many unresolved comments. This PDF file review inadvertently causes delays to the issuance of other projects' "1st round" comments. Also, there are consultants who are premature in resubmitting PDF files by e-mail prior to the official resubmittal from addressing "1st round" comments, which causes confusion and possible delays for the project review timeline. It is the original intent of the PDF file plans review be used for addressing a few minor comments, not for substantial unresolved comments which may require another resubmittal. A reminder to

applicants to fully address all initial round of comments and to use the PDF file plans review to address minor revisions.

7. **Subdivision Roadway Dedication Policy** - (Will Poon) – Rescheduled to future meeting.
8. **Possible Temporary Use Permit for Interim Equipment Storage, Staging Areas, etc.** – (Will Poon/Cynthia Spidell) - Rescheduled to future meeting.
9. **Comprehensive Plan and Municode** – (Will Poon/Cynthia Spidell/Denise Hernandez) - Rescheduled to future meeting.
10. **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)

*Next Horizontal Round Table Meeting is scheduled for March 18, 2020 in the Staff Development Room at the West Pasco Government Center
"Bringing Opportunities Home"
"Pasco County—Florida's premier county"*