



**Horizontal Round Table Meeting Agenda
January 18, 2017
West Pasco Government Center
New Port Richey Staff Development Room
2:00 PM – 4:00 PM**

New Business:

1. Accela Progress Report – (Marie Fishburn)

Phase I of Accela is just about complete, but has a few issues to work out before Phase II can begin. Jennifer Doerfel, Tampa Bay Building Association (TBBA), will be the contact person for Accela progress updates from Marie Fishburn.

2. Clarify issues regarding the depths of wet wells and resulting number of pump stations – (Flip Mellinger)

Per Flip Mellinger, Assistant County Administrator Utilities, the allowable maximum depth design for lift station wet wells is 21', due to the vacuum truck hose reach is 22' for maintenance. Deeper depth lift station wet wells are difficult to maintain and require a person to enter and step down to the bottom of the wet well to provide maintenance.

Per Charles Cullen, Pasco County Utilities stated that previously approved Master Utility Plan(s) with depth beyond 21' may be allowed if there are approved construction plans, only. Charles Cullen will resend his e-mail notification for the 21' maximum depth wet well design requirement. [E-mail Memo](#)

Flip Mellinger and Charles Cullen recommend that the developer(s) and/or consultant(s) meet with the Pasco County Utilities at the onset of the conceptual and design phases to discuss any possible areas that may not be able to meet the maximum wet well depth requirement.

Toxey Hall, Clearview Land Design, stated to consider wet well depth of 25' with 28' maximum depth to be possibly negotiated with the Utility Department. Toxey Hall stated that during the Pre-Application Meeting, David Paradis, Utilities Department should provide guidance or possible acceptance to a "deeper" wet well depth if design challenges are discussed during the meeting.

If there is any further design issues or concerns please contact the Pasco County Utilities Department. If there are any questions regarding this requirement, please contact Flip Mellinger via his cellular phone number (352) 553-6636.



3. **Stormwater Pipe Video-ing Requirements** - (Margaret Smith, Michael Garrett)

The Stormwater Department is considering the Florida Department of Transportation standards for Stormwater Pipe Video-ing requirements. Consultants and/or contractor may provide input in regards to the standard requirements for consideration. This topic will be discussed further at a future Horizontal Roundtable Meeting.

4. **Building Permit Application – Site Grading & Drainage Plan Requirements** (Will Poon)

There are three (3) types of Site Grading & Drainage Plans for Building Permit Applications.

The first type of building permit application involves the submittal of the previously approved Site Grading & Drainage Plans for grading of the residential lot.

The second type of building permit application does not have a previously approved Site Grading & Drainage Plan, in which a separate Site Grading & Drainage Plan must be prepared and submitted with the application. The Site Grading & Drainage Plan must show the existing structures and topography, i.e. spot elevations and/or contours, FFE, etc., with the proposed building(s), driveway(s), structures, pool, etc. with the proposed grading.

The third type of application is Pool Construction Permits, in which a separate Site Grading & Drainage Plan must be prepared and submitted with the application, which must show the existing structures and topography, i.e. spot elevations and/or contours, FFE, etc., with the proposed pool, deck areas, improvements, etc. and grading.

Builders and contractors will need to provide the aforementioned detailed Site Grading & Drainage Plan on all future Building Permit Applications.

Will Poon, Current Planning, will e-mail Jennifer Doerfel, TBBA, the Site Grading & Drainage Plan requirements.

5. **LDC - Proposed Fee Schedule** (Denise Hernandez)

Fee schedule, which does not increase any fees, simply adds new fees for programs that the BCC approved in 2016. The Master Tree Plan has been removed; this will be discussed at the February Horizontal Roundtable.

The intent was to include the Right-of-Way trees plan review with the regular cost of the preliminary site plan/development plan, but create a fee for those instances where the Master Tree Plan is submitted as a stand-alone item: post approval fee. The Fee



Schedule consists of 21 pages, most of which have no cost changes. The Fee Schedule is summarized with the changes in the link below:

[LDC Fee Schedule](#)

Consultants requested that the Washington Palm/ Mexican Fan Palm/ Washingtonia Robusta Palm be reconsidered for approval and be reinstated on the accepted Tree List. Pam Shaw, Current Planning stated that the Washington Palm/ Mexican Sand Palm/ Washingtonia Robusta Palm is on the Florida Invasive Plant Species List.

Old Business:

1. **Timelines for Site Development Processing** – (Don Rosenthal)

Propose pilot program for plans review within 28 calendar days for Round 1 comments.

2. **Accela Progress Report** – (Marie Fishburn) – [HANDOUT](#), please review to discuss at the next scheduled Horizontal Round Table Meeting.

3. **Multi-Use Pedestrian/Bicycle Trail Map** - (Justyna Buszewski)

The Multi-Use Pedestrian/Bicycle Trail map has been continued from the December 13, 2016 BCC Meeting to the January 24, 2017 BCC Meeting. The main goal, which is already adopted, shows regional trails. An updated map will be sent via e-mail in PDF file format in which the dash lines are conceptual trail locations as it is still a work in progress. Additional studies may change the conceptual trail locations.

4. **Interconnection/ Cross Access Connection** – (Corelynn Howell)

Rescheduled for a future date when David Goldstein can attend.

5. **Alternative Standards** – Parking, Parks and Landscaping - (Corelynn Howell)

Parking space requirements are still a work in progress. Need to discuss in regards to Interconnection/ Cross Access Connection, it may get completed by March, but still needs to be reviewed and Corelynn Howell will add to upcoming County Ordinance Development Team Meeting's Agenda. Parks are going to be changed in March. The LDC may allow one-half acre instead of one acre. Landscaping will not have to supply an Alternative Standard anymore, if it is a Redevelopment Project, there will be no fee and will require a narrative explaining why landscaping cannot be provide in the required area(s). In some redevelopment Projects, it may require saw cutting diamond shaped islands within the existing concrete parking areas to plant a tree or trees.



6. ROW Use Permit Application Process - (Will Poon, Debby Porazzi)

There are separate submittals for both the construction plans and Right-of-Way (ROW) Use Permit Plans that during the submittal process, there is a check box on the Application Form, with an option for simultaneous review with both the construction plans and ROW Use Plans. The approved ROW Plans are valid for one (1) year from the approval date of the Site Development Permit. Eddie Elmore, Engineering Inspections will handle bond approvals.

*Next Horizontal Round Table Meeting is scheduled for February 15, 2017 in the
Staff Development Room at the West Pasco Government Center
"Bringing Opportunities Home"
"Pasco County—Florida's premier county"*