

Table of DRPPAC Accomplishments through 10/17/2018

Accomplishment		Formal Action or Approval	Result
1.	TRC process revised from 2 weeks to 3 weeks with an inter-departmental staff coordination meeting scheduled at 2 weeks	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 5/1/18	Faster, more focused TRC meeting and final staff comments sent to applicant much quicker
2.	Trip threshold for traffic impact study (TIS) requirement raised from 100 trips to 400 trips	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Smaller projects exempted from TIS requirement (saving time and money); traffic impacts evaluated “in-house” by Public Works staff
3.	Applicants given option of submitting approved TIS methodology rather than full TIS at time of preliminary plat or site plan submittal	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Applicant can defer cost of TIS at initial submittal; TIS prepared after TRC comments based on finalized site layout/design (eliminates changes to TIS)
4.	Public Works Director provided the option to allow a TIS methodology pre-application conference by telephone	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Reduced travel costs for out of town consultants; easier to schedule conference by telephone instead of in-person meeting
5.	TIS methodology meeting required to be held within 5 business days of the request for the meeting	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Provides reasonable and achievable scheduling timeframes for applicant and staff; increases staff accountability
6.	TIS methodology submittal requirements were revised and updated	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Applicant and staff have a definitive, up-to-date list of TIS methodology submittal requirements
7.	Submittal of complete project TIS required at the time of the post-TRC resubmittal	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	TIS based on finalized site layout/design; staff better understands proposed uses and density/intensity (increased review efficiency)
8.	Staff review timeframes for TIS submittals established in the LDRs	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Provides reasonable and achievable TIS review timeframes for applicant and staff; increases staff accountability
9.	Staff required to send draft TRC comments to the applicant prior to TRC	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 5/1/18	Applicant can review draft comments prior to TRC meeting; staff no longer presents all TRC comments; faster, more focused TRC meeting
10.	Staff required to send out final TRC comments in an editable format	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 5/1/18	Applicant can “cut and paste” staff comments when preparing a response letter; no need to retype staff comments (increased response efficiency)

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11.	Applicant required to restate each TRC staff comment and then provide a corresponding response to each staff comment	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 5/1/18	Staff can review previous comment and applicant response in one document without cross-referencing comment letter; faster review of response letter
12.	Fire Prevention and/or Building Division staff required to attend TRC meeting if requested by the applicant, and a corresponding design professional (e.g. architect) will attend	DRPPAC: 12/14/17 BCC: N/A Implemented: 12/14/17	Early coordination on Fire Prevention or Building Code-related items (this is rarely an issue in the early planning stages, but a helpful option in a few rare cases, especially certain commercial projects)
13.	Administrative permit use approval process changed from PZC approval to a staff-level approval for 9 uses	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 3/13/18	Approval timeframe reduced for certain uses by 3-4 weeks; staff time reduced by not requiring a staff report or attendance at PZC meeting; application fee will be reduced
14.	Approval process changed for small residential projects (less than 25 lots/units) from PZC approval to a staff-level approval	DRPPAC: 12/14/17 BCC: 3/13/18 Implemented: 5/1/18	Approval timeframe reduced for small residential projects by 3-4 weeks; staff time reduced by not requiring a staff report or attendance at PZC meeting; application fee will be reduced
15.	Fines increased and Stop Work Order (SWO) process authorized for water meter tampering	DRPPAC: 12/14/17 BCC: 5/22/18 Implemented: 5/22/18	Illegal tampering with water meters has decreased; larger penalty(s) for any future tampering; construction can be halted immediately via a SWO
16.	The timing for payment of Fire review fees for large projects (greater than \$5,000 in total Fire review fees) changed from time of application to 25% at application and remainder at permit issuance	DRPPAC: 12/14/17 BCC: 1/16/18 Implemented: 1/16/18	Applicant can defer 75% of the permit fee until permit is ready to be issued; staff still collects 25% to cover permit reviews for projects that do not move forward
17.	Title certifications for final plats required to be prepared by a licensed Florida attorney, not a title company	DRPPAC: 2/21/18 BCC: 2/6/18 Implemented: 2/6/18	Applicant, future HOA, and future lot owners provided with a better backed-up title certification; better liability coverage for missed title issues (versus a title company with statutorily limited liability)
18.	Final plat checklist provided by the County Surveyor, and required to be completed by the applicant and included with final plat submittals	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Final plat submittals more complete/accurate at initial submittal; guidance provided for the applicant (especially out-of-town or first time applicants); increased review efficiency
19.	Staff authorized to use a “stop-loss” (“stop-review”) process for grossly deficient final plat submittals	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Staff does not waste time reviewing grossly deficient submittals; applicant is penalized/held accountable for poor submittals

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20.	Developer/County agreements and arrangements for posting security that guarantees construction and is then reduced to cover warranty/maintenance/bill of sale items	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Developer does not have to post two separate bonds that “overlap”; less capital tied up in bonds; staff required to process less paperwork
21.	Surveying and engineering costs allowed to be excluded from the amount posted to secure warranty / maintenance / bill of sale items	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Overall cost for secure warranty and/or maintenance / bill of sale items is reduced; less capital tied up in bonds for “soft cost” items
22.	Two options for obtaining final plat approval (before completion of construction or after completion) were clarified, and line-up warranty maintenance (roads and drainage) and bill of sale (water and sewer) items	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Clearer, more defined process; faster processing of warranty maintenance and bill of sale items when applying for a Certificate of Completion
23.	Clerk of Court plat items updated based on a request received from the Clerk of Court office	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Better, more legible format for recording final plats
24.	All future Affidavits of Exemption (AOEs) required to be presented as a 24” X 36” recordable map	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Single, easier to use document for staff, real estate professionals, and future property owners; staff required to create and process less paperwork
25.	Land development permit (LDP) submittals required to include a master lot drainage plan	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Staff review times significantly reduced when reviewing individual lot drainage plans for single-family homes; fewer drainage conflicts between adjacent lots; SF permits issued quicker
26.	LDP modification fee waived for voluntary submittal of master lot drainage plans for existing active subdivisions	DRPPAC: 2/21/18 BCC: 9/18/18 Implemented: 9/18/18	Existing active subdivision allowed to take advantage of the same benefits from master lot drainage plans with no additional application fee
27.	New, streamlined conceptual administrative approval process created for affordable housing grant applicants	DRPPAC: 6/26/18 BCC: 9/18/18 Implemented: 9/18/18	Affordable housing grant applicants provided lower application fees and less costs associated with plan submittal requirements; faster approval process (2-3 weeks instead of 6-12 weeks)
28.	Limited number of early model homes allowed to be constructed within a conventional subdivision in advance of a Certificate of Completion (C.C.)	DRPPAC: 6/26/18 BCC: 9/18/18 Implemented: 9/18/18	Homebuilders get a “head start” on construction of model homes; provides a defined number (percentage) for all new subdivisions; certain life/safety items must be provided prior to vertical construction

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29.	Grading and/or slope requirements clarified for landings, porches, patios, and pool decks	DRPPAC: 4/18/18 BCC: N/A Implemented: N/A	Developers and homebuilders have a clearer understanding of lot grading requirements; improves SF permit submittal and shortens review time
30.	Future Developer's Agreements required to be tied to benchmarks that are the Developer's responsibility (i.e. LDP, final plat approval, and/or C.C.), not a certain number of Certificates of Occupancy	DRPPAC: 5/16/18 BCC: N/A Implemented: 5/16/18	Homebuilders and homebuyers are not held up or penalized for developer non-compliance; increased accountability for developer agreements
31.	Committee chair and TCBA officer/local contractor conducted 2-3 hour building permit review and routing walk through; recent process and workflow improvements demonstrated by staff	DRPPAC: 5/16/18 BCC: N/A Implemented: N/A	Committee chair confirmed that existing process is well thought out and efficient; determined that no changes in the current routing process are required at this time
32.	County littoral zone planting requirements identified as an issue resulting in development costs and maintenance issues/obligations	DRPPAC: 9/19/18 BCC: Staff will report	Littoral zone design flexibility confirmed under current, existing regulations; Committee supports comprehensive plan amendment and LDR change to eliminate littoral zone requirement
33.	Most important and useful attributes for electronic plan review and online review improvements identified by staff and the Committee	DRPPAC: 5/16/18 BCC: Staff will report	Staff has a prioritized list of attributes if/when the BCC authorizes funding for a new or expanded electronic plan review system
34.	Methodology for development review fee update discussed and obtained Committee consensus	DRPPAC: 6/26/18 Used by staff in developing proposed fee schedule update	Consensus rendered on fee calculation methodology that accounts for staff review time under improved, more efficient review process; overhead costs not factored-in to fees
35.	Approved recommendations on 3 updated fee schedules: Planning Development Application Fee Schedule, Long Range Planning Fee Schedule, Public Works Fee Schedule (including inspection fees)	DRPPAC: 10/17/18 BCC: Staff will present 11/20/18	Committee and staff agree to comprehensive development fee update. Includes Public Works inspection fees for single-family subdivisions, major site plan multi-family projects, and major site plan commercial projects