



# City of Tarpon Springs, Florida

Renea Vincent, AICP, CPM  
Director

PLANNING AND ZONING DEPARTMENT  
324 EAST PINE STREET  
P.O. BOX 5004  
TARPON SPRINGS, FLORIDA 34688-5004  
(727) 942-5611  
FAX (727) 943-4651

Date: October 9, 2020

## TECHNICAL REVIEW COMMITTEE (TRC) MINUTES

PROJECT NAME: Anclote Harbor

FILE NUMBER: 20-106 – Preliminary Planned Development  
20-107 – Rezoning  
20-123 – Conditional Use

APPLICATION TYPE: See above

PROJECT DESCRIPTION: Residential Planned Development

PROPERTY LOCATION: 42501 U.S. Highway 19

PARCEL ID / TAX ID NO.: 06-27-16-89399-000-0420

TRC MEETING DATE: October 1, 2020

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**TRC REVIEW RESULTS:** Your project was reviewed by the City of Tarpon Springs Technical Review Committee on the above referenced date. The following items have been identified for your review and response:

- Additional information required from applicant.
- Redlined plans enclosed.
- See Member Comments below.
- Submit revised plans per enclosed redlines or department comments. Three full hard copy sets and one full digital set of revised plans will be required for staff's review.

TRC MEMBER COMMENTS

**PLANNING & ZONING REVIEW COMMENTS:**

APPROVED  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: PM

**Land Use/Zoning/RPD Standards**

1. The project will undergo review for consistency with the City's Comprehensive Plan and with concurrency standards in addition to the compatibility standards for rezoning and conditional use as applicable.
2. Response to TRC Item 12 does not address conservation of the uplands proposed for preservation. The discussion with the Planning and Zoning Director indicated that a preservation method, either conservation easement or Preservation designation via Future Land Use Map (FLUM) amendment should be utilized to address conservation of all preserved habitat. The applicant has indicated that a FLUM amendment would be appropriate for the wetlands. Please clarify the conservation mechanism proposed for the uplands.
3. The applicant should address the proposed approach for providing Public Art at the Final Development Plan stage.
4. A site review of the property has revealed that management of invasive exotics may present potential significant challenges. The applicant should consult with a biologist and present a plan for the control and maintenance of invasive exotics. This plan should be presented to the City for review as part of the submittal for a Final Planned Development.
5. A lighting plan with cutoff fixtures and decorative poles for any freestanding lights will be required at the time of Final Planned Development.
6. The plan, layout and proposed easements to be provided for utilities connections and upgrade should be provided at the time of Final Planned Development.
7. A sign plan with design standards will be required at the time of Final Planned Development.
8. Comments on the traffic study have been forwarded to the applicant. A revised traffic study addressing comments should be provided with the submittal for public hearing.
9. The transportation management plan is accepted in concept. Details should be provided for review with the submittal for a Final Development Plan.
10. Please re-date the newly submitted plans to avoid confusion.

**FIRE DEPARTMENT REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: RK

No new comments at this time, additional comments may follow with submittal of Site and Building Plans.

**PUBLIC WORKS REVIEW COMMENTS**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: TF/AM

**BUILDING DEVELOPMENT REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: DG

**CITY ARBORIST DEVELOPMENT REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: SHB

1. An ISA Certified Arborist Tree Assessment on all existing trees with the tree's specifications (species, size in DBH, canopy size, condition, etc.) and designation of all tree to remain, and all trees to be removed, relocated or replaced is required at time of permitting.
2. Tree planting must take place before issuance of a Certificate of Occupancy. Due to location of publicly owned utilities minimum clearances shall be provided when installing trees: large species 20 feet, medium species 15 feet and small species 10 feet.
3. Use the following removal breakdown to calculate mitigation:
  - 4" to less than 8" DBH
  - 8" to less than 15" DBH
  - 15" to less than 25" DBH
  - 25" and greater DBH
4. Arborist's concerns regarding landscape plans, especially appropriate planting area dimensions and conditions for the species proposed, are to be addressed at Final Planned Development per the discussion at the TRC meeting.

**PROJECT ADMINISTRATION DEPARTMENT**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: NM

**PUBLIC SERVICES REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: FP/RP

**POLICE DEPARTMENT REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

INITIALS: SG

**PLANNING AND ZONING BOARD REVIEW**

TRC review is complete. Your project is tentatively scheduled for Planning and Zoning Board on November 16, 2020 pending receipt of revised plan addressing all TRC comments by October 16, 2020.

Your project remains unscheduled for Planning and Zoning Board because revised plans or additional information is required.

Planning and Zoning Board review is not required for this project.

**BOARD OF ADJUSTMENT REVIEW AND FINAL ACTION (VARIANCES ONLY)**

Your project is scheduled for BOA review on the following date:

Your project remains unscheduled for BOA because additional information is required (see previous page).

Board of Adjustment review is not required for this project.

**BOARD OF COMMISSIONER REVIEW AND FINAL ACTION**

Your project is scheduled for review and final action by the Board of Commissioners on the following date(s): \_\_\_\_\_

Your project remains unscheduled for Board of Commissioners because revised plans or additional information is required.

Board of Commissioner's review is not required for this project.

**HERITAGE PRESERVATION BOARD REVIEW AND FINAL ACTION (CERTIFICATES OF APPROVAL ONLY)**

Your project is scheduled for HPB review on the following date:

Your project remains unscheduled for HPB review because additional information is required (see above).

Heritage Preservation Board review is not required for this project.

**REQUIRED ACTION OF THE APPLICANT**

*Please review any checked items above and provide any additional required information. Your project will not be scheduled for Planning and Zoning Board, Board of Adjustments or Board of Commission review until all required information or revised plans are provided. If no additional information is required, your project should be scheduled for the next applicable meeting, if sufficient time is available to meet required advertising deadlines (generally at least 21 days).*

*If TRC comment sheets are attached, please follow up with the department who made the comments. The reviewing individual from each City department is responsible for notifying this department when any and all plan corrections have been made or any conditions that have been established for approval of the project.*

*Please keep in mind that the Planning & Zoning Division has a 90-day suspense from the date of the TRC review for the submission of revisions/additional information. If revised plans/additional information are not submitted within the above referenced time frame, the application will be considered to be "EXPIRED" and a new application will have to be submitted.*

*If you have questions concerning any of the above information, please do not hesitate to contact the Planning Division for assistance.*

cc: Subject File – 20-106 and 20-107  
Applicant – Kamil Salame, Morgan Group Development, LLC

**TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET**

PROJECT NAME: **20-106 – Morgan Development Group/Anclothe Harbor – 42501 US Highway 19 N**

DATE: **9/3/2020**

- APPLICATION TYPE:**  Site Plan  Site Plan Amendment  Re-zoning  
 Future Land Use Amendment  Conditional Use  Vacation  Subdivision Plat  Variance  
 Certificate of Approval (Historic District)  Conceptual Planned Development  
 Preliminary Planned Development  Final Planned Development  Annexation  
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 Planned Development Modification  License to Encroach  
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 CRA Façade Improvement Grant  CRA Restaurant Recruitment Grant  Design Review  
 Comprehensive Plan Amendment  ROW Utilization Permit  
 Appeal of an Administrative Decision  Discussion Item  Sidewalk Waiver  Other

**THIS APPLICATION WILL BE SCHEDULED FOR THE FOLLOWING PUBLIC HEARING(S):**

- PLANNING & ZONING BOARD (P&Z)  HERITAGE PRESERVATION BOARD (HPB)  
 BOARD OF ADJUSTMENT (BOA)  BOARD OF COMMISSIONERS (BOC)  
 TRC ONLY

**REVIEW COMMENTS:**

**REVIEWER DEPARTMENT:**

- APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS **SHB** REVIEWER INITIALS

An ISA Certified Arborist Tree Assessment on all existing trees with the tree's specifications (species, size in DBH, canopy size, condition, etc.) and designation of all tree to remain, and all trees to be removed, relocated or replaced is required at time of permitting.

Tree planting must take place before issuance of a Certificate of Occupancy. Due to location of publicly owned utilities minimum clearances shall be provided when installing trees: large species 20 feet, medium species 15 feet and small species 10 feet.

Use the following removal breakdown to calculate mitigation:

4" to less than 8" DBH

8" to less than 15" DBH

15" to less than 25" DBH

25" and greater DBH

*L-61 on final development plan*

**ALL COMMENTS SHOULD BE WRITTEN LEGIBLY AND ADDRESS A SPECIFIC CODE/REGULATION/STANDARD SO THAT WE MAY PROVIDE THE clearest INFORMATION POSSIBLE TO THE APPLICANT.**

**TECHNICAL REVIEW COMMITTEE (TRC)  
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**REVIEW COMMENTS:**

**REVIEWER DEPARTMENT:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS DG REVIEWER INITIALS

**Building Department:**

Flood Zone: AE 8 - Will you be raising the elevation of the property? If so, will need a FEMA Letter of Map Change.

Best Management Practices will need to be maintained throughout construction to assure runoff will not go in to the Ancote River.

Advise to request an amount more than currently estimated on the height waiver.

50.67

Compliance with Fair Housing Act with regards to accessibility, i.e., elevators to accomodate the size of a gurney, accessible swimming pool

Loosing office / clubhouse rezoning with re business?

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COMMENT SHEET**

PROJECT NAME: 20-106 – Morgan Development Group/Ancote Harbor – 42501 US Highway 19 N

DATE: 9/3/2020

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REVIEW COMMENTS:

REVIEWER DEPARTMENT:

*PAD*

- APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

*NM* REVIEWER INITIALS

*Thanks for being cognizant of all  
 Ecological/Environmental challenges + compliance with  
 Regs ~~etc~~ + compliance with  
~~Reg~~ eg. waterfront, wetland, listed species  
 eagle nest buffer, etc.*

*Preserving + Integrating the natural features +  
 waterfront - eg native trail <sup>Ray</sup> should  
 det. enhance the development  
 ✓ archeology investigation  
 ✓ on FDOT pre-app mtg.  
 ✓ electric car charging stations*

*Product  
 Park  
 to City?  
 Accessible  
 open to the  
 public*

ALL COMMENTS SHOULD BE WRITTEN LEGIBLY AND ADDRESS A SPECIFIC CODE/REGULATION/STANDARD SO THAT WE MAY PROVIDE THE clearest INFORMATION POSSIBLE TO THE APPLICANT.

*✓ Conservation vs preservation  
 30% Live oak/conifer mix open space undisturbed*



**TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET**

**PROJECT NAME:** App #20-106, Morgan Development Group / Anclote Harbor, 42501 US Hwy 19. **DATE:** September 3, 2020

- APPLICATION TYPE:**  Site Plan  Site Plan Amendment  Re-zoning  
 Future Land Use Amendment  Conditional Use  Vacation  Subdivision Plat  Variance  
 Certificate of Approval (Historic District)  Preliminary Planned Development  
 Final Planned Development  Annexation  Temporary Use  Development Agreement  
 Discussion Item  Amendment to the LDC  Planned Development Modification  
 License to Encroach  Special Area Plan  Non-Conforming Lot of Record  Other  
 Sidewalk Café  CRA Facade Grant  Design Review  Minor Subdivision  
 Comprehensive Plan Amendment  Conceptual Planned Development  
 Appeal of an Administrative Decision

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**DEPARTMENT:** Fire Department **NAME:** Captain Rick Kinney

**REVIEW COMMENTS:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

  
**RAK** REVIEWER INITIALS

1. No comments at this time. Comments to follow when site plan is submitted and reviewed.

2.

3.

4.

**TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET**

**PROJECT NAME:** App #20-107, Morgan Development Group / Anclote Harbor, 42501 US Hwy 19. **DATE:** September 3, 2020

- APPLICATION TYPE:**  Site Plan  Site Plan Amendment  Re-zoning  
 Future Land Use Amendment  Conditional Use  Vacation  Subdivision Plat  Variance  
 Certificate of Approval (Historic District)  Preliminary Planned Development  
 Final Planned Development  Annexation  Temporary Use  Development Agreement  
 Discussion Item  Amendment to the LDC  Planned Development Modification  
 License to Encroach  Special Area Plan  Non-Conforming Lot of Record  Other  
 Sidewalk Café  CRA Facade Grant  Design Review  Minor Subdivision  
 Comprehensive Plan Amendment  Conceptual Planned Development  
 Appeal of an Administrative Decision

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 BOARD OF ADJUSTMENT (BOA)  BOARD OF COMMISSIONERS (BOC)  
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**DEPARTMENT:** Fire Department **NAME:** Captain Rick Kinney

**REVIEW COMMENTS:**

- APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

*RAK*  
**RAK** REVIEWER  
INITIALS

2.

3.

4.





**TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET**

PROJECT NAME: **20-123 - Anclote Harbor/Morgan Development Group**

DATE: **10/1/2020**

- APPLICATION TYPE:**  Site Plan  Site Plan Amendment  Re-zoning  
 Future Land Use Amendment  Conditional Use  Vacation  Subdivision Plat  Variance  
 Certificate of Approval (Historic District)  Conceptual Planned Development  
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 Development Agreement  Temporary Use  Amendment to the LDC  Special Area Plan  
 Planned Development Modification  License to Encroach  
 Non-Conforming Lot of Record  Sidewalk Café  Minor Subdivision  
 CRA Façade Improvement Grant  CRA Restaurant Recruitment Grant  Design Review  
 Comprehensive Plan Amendment  ROW Utilization Permit  
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**REVIEW COMMENTS:**

**REVIEWER DEPARTMENT:**

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

**RAK** REVIEWER  
INITIALS

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**TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET**

PROJECT NAME: **20-107 - Anclote Harbor/Morgan Development Group**

DATE: **10/1/2020**

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**REVIEWER DEPARTMENT:**

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INITIALS

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TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET

PROJECT NAME: 20-106 - Anclothe Harbor/Morgan Development Group

DATE: 10/1/2020

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REVIEW COMMENTS:

REVIEWER DEPARTMENT: Building

\_\_\_ APPROVE \_\_\_ DENY \_\_\_ DEFER \_\_\_ SEE BELOW  NO COMMENTS D.G. REVIEWER INITIALS

ALL COMMENTS SHOULD BE WRITTEN LEGIBLY AND ADDRESS A SPECIFIC CODE/REGULATION/STANDARD SO THAT WE MAY PROVIDE THE clearest INFORMATION POSSIBLE TO THE APPLICANT.

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COMMENT SHEET

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REVIEW COMMENTS:

REVIEWER DEPARTMENT: Building

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TECHNICAL REVIEW COMMITTEE (TRC)  
COMMENT SHEET

PROJECT NAME: 20-123 - Anclothe Harbor/Morgan Development Group

DATE: 10/1/2020

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**REVIEW COMMENTS:** \_\_\_\_\_ **REVIEWER DEPARTMENT:** Building

\_\_\_APPROVE \_\_\_DENY \_\_\_DEFER \_\_\_SEE BELOW  NO COMMENTS D.G. REVIEWER INITIALS

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**REVIEW COMMENTS:** \_\_\_\_\_ **REVIEWER DEPARTMENT:** PAD

\_\_\_ APPROVE \_\_\_ DENY \_\_\_ DEFER \_\_\_ SEE BELOW 8 NO COMMENTS nm REVIEWER INITIALS

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**REVIEW COMMENTS:** \_\_\_\_\_ **REVIEWER DEPARTMENT:** *PAD*

\_\_\_APPROVE \_\_\_DENY \_\_\_DEFER \_\_\_SEE BELOW *✓* NO COMMENTS *NMM* REVIEWER INITIALS

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 Appeal of an Administrative Decision  Discussion Item  Sidewalk Waiver  Other

**THIS APPLICATION WILL BE SCHEDULED FOR THE FOLLOWING PUBLIC HEARING(S):**

- PLANNING & ZONING BOARD (P&Z)  HERITAGE PRESERVATION BOARD (HPB)  
 BOARD OF ADJUSTMENT (BOA)  BOARD OF COMMISSIONERS (BOC)  
 TRC ONLY

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**REVIEW COMMENTS:** \_\_\_\_\_

**REVIEWER DEPARTMENT:** \_\_\_\_\_

APPROVE  DENY  DEFER  SEE BELOW  NO COMMENTS

**RAK** REVIEWER  
INITIALS

No new comments at this time. Additional Comments may follow with submittal of Site and Buildings Plans.

**ALL COMMENTS SHOULD BE WRITTEN LEGIBLY AND ADDRESS A SPECIFIC CODE/REGULATION/STANDARD SO THAT WE MAY PROVIDE THE CLEAREST INFORMATION POSSIBLE TO THE APPLICANT.**