



**TOWN OF REDINGTON BEACH
BOARD REGULAR MEETING AGENDA
WEDNESDAY, March 20, 2019
6:30 P.M.**

Town Hall

Assembly Hall

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. Oath of Office for Elected Commissioners**
- 5. APPROVAL OF AGENDA**
- 6. Appointment of Department Heads**
- 7. Election of Vice Mayor**
- 8. PUBLIC FORUM: Non-Agenda Items Only** **NOTE:** A three minute time limit applies to all comments from the public on non-agenda items only. If a person wishes to address the Board of Commissioners, please fill out a "Speakers Card" and give it to the Town Clerk prior to the start of the meeting.
- 9. REPORTS**

Public Safety	Commissioner Kornijtschuk
Building/Code	Vice Mayor Will
Public Works/Parks	Commissioner Steiermann
Finance	Commissioner Dorgan
Mayor	
Town Clerk	
Attorney Daigneault	
Boards & Committees	
- 10. CONSENT AGENDA**
 - A. Board Regular Meeting Minutes, March 6, 2019**
 - B. Bill List for Day Ending March 15, 2019**



11. OLD BUSINESS

- A. Final Reading: Ordinance 2019-03: An Ordinance of the Town of Redington Beach, Pinellas County, Florida, Amending the Goals, Objectives, and Policies of the Town of Redington Beach Comprehensive Plan by Amending the Future Land Use Element to Create a Matrix of Town and Corresponding Countywide Future Land Use Categories and the Consideration of Future Land Use Map Amendments, Providing for Severability; and Establishing an Effective Date.**
- B. First Reading: Ordinance 2019-04: An Ordinance of the Town of Redington beach, Florida, Amending Chapters 1 through 3 of the Town Code Concerning Town Administration to Remove Outdated, Preempted, or Un-enforceable Provisions and to Incorporate Current State and Federal Law requirements; making related findings; providing for codification, severability, and an effective date.**

12. NEW BUSINESS

- A. FL SAFE Presentation**
- B. Resolution 2019-02: A Resolution of the Board of Commissioners of the Town of Redington Beach, Florida, Adopting the Technical Specifications for Swales and Driveways referenced in Ordinance 2018-05; Adopting a Fee Schedule as Referenced in Section 19-8 of Ordinance 2018-05; and Providing for an Effective Date.**
- C. Building Review Services, Contract expires 3/31/2019**

13. OTHER BUSINESS

14. ADJOURNMENT

Note: The Town of Redington Beach Board of Commissioners meet the First and Third Wednesday of each month beginning at 6:30 p.m.

The Town of Redington Beach Board of Commissioners may take action on any matter during this meeting, including items that are not set forth within this agenda.

Minutes of the Board of Commissioners meeting may be obtained from the Town Clerk's office. The meetings may be recorded. The Minutes are not transcribed verbatim. It is the policy of the Board of Commissioners to make "action minutes" of all meetings

Persons requiring a verbatim transcript of any Town meeting (for purposes of appeal or otherwise) should make arrangements to have a certified Court Reporter, at their own cost and expense, present at the meeting.

Persons who wish to appeal any decision made by the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. (F.S 286.0105) **Notice Regarding Special Accommodations: (F.S. 286.26)**



TOWN OF REDINGTON BEACH, FLORIDA
BOARD REGULAR MEETING MINUTES
Wednesday, March 6, 2019
6:30 p.m.

Having been duly advertised as required by law, the **Regular Meeting** of the Board of Commissioners of the Town of Redington Beach, Florida, was held on **Wednesday, March 6, 2019, 6:30 p.m.**, in Redington Beach Town Hall at 105 164th Avenue, Redington Beach Florida.

Mayor Simons called the **Regular Meeting** to order and led the pledge of allegiance.

Roll Call

	Present	Absent
Commissioner Dorgan	X	
Commissioner Kornijtschuk	X	
Commissioner Steiermann	X	
Vice Mayor Will	X	
Mayor Simons	X	
Town Attorney Daigneault	X	
Town Clerk Clarke	X	

Agenda: A motion by Commissioner Dorgan and seconded by Vice Mayor Will to accept the agenda as presented. Motion passed with all ayes.

Public Forum:

Pete Farnum, 15810 1st Street, questioned when the swim buoys would be set out. He also spoke to the commissioner regarding Section 6-289 (c) regarding the appeal process.

Public Safety

- Nothing to Report.

Building

- Nothing to Report

Public Works

- Bob Fay dedication is set for March 14th at 1:00 p.m.

Finance

- Nothing to Report

Mayor

- Nothing to Report

Town Clerk

- Movie night in Friendship Park is on March 15th, 7:00 p.m. Will be playing the Incredibles II. Town Wide garage sales are set for March 22nd and 23rd

Town Attorney

- The Legislative session has begun and will keep the commission aware of any items that may affect the town.

Boards and Committees

- Darin Cushing, building department official noted that the building department will be working closely with the town attorney on rewriting the town code as it relates to the building section. The building department will be putting an article in the town's quarterly newsletter to inform residents of permitting requirements. Mr. Cushing also noted that appeals as it relates to the Florida Building Code cannot be overturned, it can only be appealed as it relates to the town code.

CONSENT AGENDA

- A. Board Regular Meeting Minutes, February 20, 2019**
- B. Bill list ending for Day ending March 1, 2019**
- C. Floodplain Management Plan Annual Report 2018**

A motion by Commissioner Kornijtschuk and seconded by Vice Mayor Will to approve the consent agenda as presented. No public comment. Motion passed with all ayes.

OLD BUSINESS

- A. Friendship Park Renovations:** Vice Mayor Will requested that the town hire an architect or an engineering company to draw up plans for the renovations at Friendship Park in order to get a cost estimate for the project.
- B. Discussion: Code Revision:** Attorney Daigneault stated that they are breaking down the task of the code revisions by chapters. Chapters one through three have been completed and have been cross referenced with other chapters pertaining to chapters one through three. Commissioner Dorgan had questions on page 3 of Section 1-14 (c) regarding the fine and imprisonment process. Attorney Daigneault explained that it was regarding providing notice in a particular manner. Commissioner Dorgan asked about a commissioner being on a committee. Attorney Daigneault stated that this section refers to a commissioner holding dual office. Commissioner Dorgan also asked about an errors and omission section of the commission having the authority but not an obligation to cover employees and the commission if there is a charge brought against them. The consensus of the commission was to move this ordinance for first reading at the March 20th meeting.

NEW BUSINESS

OTHER BUSINESS

With no further business, a motion was made by Commissioner Kornijtschuk and seconded by Vice Will to adjourn. Regular meeting was adjourned at 7:07 p.m.

Adopted:, 2019

Missy Clarke, CMC, Town Clerk

INVOICE APPROVAL LIST BY FUND REPORT

Date: 03/15/2019

Time: 11:22 am

Page: 1

Town of Redington Beach

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 101 General Fund							
Dept: 512 Town Clerk							
101-512-512.230	Group Insurance						
	FLORIDA MUN INSURANCE	April 2019	April	0	03/15/2019	03/15/2019	9.25
	FLORIDA MUN INSURANCE	April 2019	April	0	03/15/2019	03/15/2019	690.64
							699.89
101-512-512.231	Life Insurance						
	FLORIDA MUN INSURANCE	April 2019	April	0	03/15/2019	03/15/2019	9.75
							9.75
101-512-512.232	Dental Insurance						
	FLORIDA MUN INSURANCE	April 2019	April	0	03/15/2019	03/15/2019	61.35
							61.35
101-512-512.240	Worker's Comp li						
	FLORIDA MUN INSURANCE	04012019	3rd Quarter	0	03/01/2019	03/01/2019	353.25
							353.25
101-512-512.260	General Liability l						
	FLORIDA MUN INSURANCE	04012019	3rd Quarter	0	03/01/2019	03/01/2019	1,444.63
							1,444.63
101-512-512.265	Property Insuran						
	FLORIDA MUN INSURANCE	04012019	3rd Quarter	0	03/01/2019	03/01/2019	1,125.50
							1,125.50
101-512-512.269	Flood Insurance						
	WRIGHT NAT FLOOD INS CC	021319	4-8-19 to 4-8-20	0	03/15/2019	03/15/2019	5,973.00
							5,973.00
101-512-512.410	Telephone						
	BRIGHT HOUSE NETWORKS	056775401030519	3-8-19 to 4-7-19	0	03/05/2019	03/05/2019	199.96
							199.96
101-512-512.411	Internet Services						
	BRIGHT HOUSE NETWORKS	056775401030519	3-8-19 to 4-7-19	0	03/05/2019	03/05/2019	119.97
							119.97
101-512-512.420	Postage						
	CHASE CARD SERVICES	03112019	Postage - Comp Plan	0	03/15/2019	03/15/2019	100.00
							100.00
101-512-512.480	Promotion/Public						
	CHASE CARD SERVICES	16609	Banner Fay Family	0	03/12/2019	03/12/2019	120.00
	CHASE CARD SERVICES	501333	Memorial Rock Fay	0	03/13/2019	03/13/2019	32.74
	CHASE CARD SERVICES	03132019	Fay Dedication Supplies	0	03/15/2019	03/15/2019	29.50
							182.24
101-512-512.510	Office Supplies						
	CHASE CARD SERVICES	04092G	Comp Plan Copies	0	03/06/2019	03/06/2019	104.97
	CHASE CARD SERVICES	114-9738920-8614631	Office Supplies- Amazon	0	03/15/2019	03/15/2019	26.03
							131.00
101-512-512.515	Office Copier/Lea						
	KONICA MINOLTA BUSINESS	257163519	02-01-19 to 2-28-109	0	02/28/2019	02/28/2019	129.13
							129.13
101-512-512.520	Office Copier/Us						
	KONICA MINOLTA BUSINESS	257163519	02-01-19 to 2-28-109	0	02/28/2019	02/28/2019	43.98
							43.98
Total Dept. Town Clerk:							10,573.65

Dept: 513 Finance & Admin

Dept: 572 Parks and Recreation

Date: 03/15/2019

Time: 11:22 am

Page: 3

Town of Redington Beach

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[illegible]

Date: 03/15/2019

Time: 11:22 am

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Town of Redington Beach

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[illegible]

3/14/2019

8566 PAYROLL
8567 PAYROLL
8568 PAYROLL
8569 PAYROLL

1,759.15
1,337.92
1,197.24
1,251.86

5,546.17

MAYOR SIMONS

VICE MAYOR WILL

COMMISSIONER KORNIJTSCHUK

COMMISSIONER DORGAN

ATTEST:

COMMISSIONER STEIERMANN

Regular Meeting of March 20, 2019

Missy Clarke, CMC, Town Clerk

TOWN OF REDINGTON BEACH
PROPOSED ORDINANCE 2019-03
COMPREHENSIVE PLAN AMENDMENTS
TO ACHIEVE STATUTORILY MANDATED CONSISTENCY WITH THE
FORWARD PINELLAS COUNTYWIDE COMPREHENSIVE PLAN

AN ORDINANCE OF THE TOWN OF REDINGTON BEACH, PINELLAS COUNTY, FLORIDA, AMENDING THE GOALS, OBJECTIVES, AND POLICIES OF THE TOWN OF REDINGTON BEACH COMPREHENSIVE PLAN BY AMENDING THE FUTURE LAND USE ELEMENT TO CREATE A MATRIX OF TOWN AND CORRESPONDING COUNTYWIDE FUTURE LAND USE CATEGORIES AND TO ESTABLISH BALANCING CRITERIA TO USE IN THE CONSIDERATION OF FUTURE LAND USE MAP AMENDMENTS, PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

Section *: The Future Land Use Element of the Town of Redington Beach Comprehensive Plan, as adopted by Ordinance 2008-12 on December 16, 2008, and as subsequently lawfully amended, is further amended by insertion in proper numerical order of Future Land Use Policy 1.8.5 to read as follows:

FLU Policy 1.8.5

The land use categories enumerated in Policy 1.8.1 shall be consistent with the following corresponding categories of the Forward Pinellas Countywide Plan Map:

<u>Future Land Use Map Category</u>	<u>Countywide Plan Map Category</u>
<u>Residential Urban (RU)</u>	<u>Residential Low Medium</u>
<u>Residential Medium (RM)</u>	<u>Residential Medium</u>
<u>Residential/Office/Retail (R/O/R)</u>	<u>Retail & Services</u>
<u>Recreation/Open Space (R/OS)</u>	<u>Recreation/Open Space</u>
<u>Preservation (P)</u>	<u>Preservation</u>
<u>Institutional (I)</u>	<u>Public/Semi-Public</u>

Section *: The Future Land Use Element of the Town of Redington Beach Comprehensive Plan, as adopted by Ordinance 2008-12 on December 16, 2008, and as

subsequently lawfully amended, is further amended by insertion in proper numerical order of Future Land Use Objective 2.4 and its implementing policies to read as follows:

FLU Objective 2.4

The Town shall evaluate increases in intensity in the Coastal High Hazard Area above those delineated by Map 1: Future Land Use and Transportation Map, according to a set of criteria that balances the risks and benefits of such development.

FLU Policy 2.4.1

The Town shall deny an amendment to its Future Land Use and Transportation Map within the Coastal High Hazard Area which results in an increase of intensity unless it meets the requirements of Section 163.3178(8)(a)3, Florida Statutes, and upon a balancing of the following criteria, as applicable, consistent with Section 4.2.7 of the Countywide Rules:

- a. Access to Emergency Shelter Space and Evacuation Routes. The uses associated with the requested amendment will have access to adequate emergency shelter space as well as evacuation routes with adequate capacities and evacuation clearance times.
- b. Utilization of Existing and Planned Infrastructure. The requested amendment will result in the utilization of existing infrastructure, as opposed to requiring the expenditure of public funds for the construction of new, unplanned infrastructure with the potential to be damaged by coastal storms.
- c. Utilization of Existing Disturbed Areas. The requested amendment will result in the utilization of existing disturbed areas as opposed to natural areas that buffer existing development from coastal storms.
- d. Maintenance of Scenic Qualities and Improvement of Public Access to Water. The requested amendment will result in the maintenance of scenic qualities, and the improvement of public access, to the Gulf of Mexico, inland waterways (such as Stevenson Creek), and Tampa Bay.
- e. Water Dependent Use. The requested amendment is for uses which are water dependent.
- f. Part of Community Redevelopment Plan. The requested amendment is included in a Community Redevelopment Plan, as defined by Florida Statutes for a downtown or other designated development area.
- g. Overall Reduction of Density or Intensity. The requested amendment would result in an increase in density or intensity on a single parcel, in concert with corollary amendments which result in the overall reduction of development density or intensity in the surrounding coastal storm area.
- h. Clustering of Uses. The requested amendment within the coastal storm area provides for the clustering of uses on a portion of the site outside the coastal storm area.

- i. Integral Part of Comprehensive Planning Process. The requested amendment has been initiated as an integral part of its comprehensive planning process, consistent with this comprehensive plan.

PASSED AND ADOPTED by the Board of Commissioners of the Town of Redington Beach, Pinellas County Florida on this 20th Day of March, 2019.

ATTEST:

Missy Clarke, CMC Town Clerk

Nick Simons, Mayor

	Motion	Seconded	Aye	Nay	Absent
Commissioner Kornijtschuk					
Commissioner Dorgan					
Commissioner Steiermann					
Vice Mayor Will					
Mayor Simons					

ORDINANCE NO. 2019 - 04

AN ORDINANCE OF THE TOWN OF REDINGTON BEACH, FLORIDA, AMENDING CHAPTERS 1 THROUGH 3 OF THE TOWN CODE CONCERNING TOWN ADMINISTRATION TO REMOVE OUTDATED, PREEMPTED OR UN-ENFORCEABLE PROVISIONS AND TO INCORPORATE CURRENT STATE AND FEDERAL LAW REQUIREMENTS; MAKING RELATED FINDINGS; PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Redington Beach (the Town) has codified its ordinances over time into a Town Code (the Code) which sets forth the cumulative law of the Town; and

WHEREAS, the Town Board of Commissioners (the Commission) regularly adopts ordinances amending the Code; and

WHEREAS, however, many portions of the Code date back to 1980, with other portions of the Code not having been updated for ten or more years; and

WHEREAS, part of the Commission's duties include the necessity to ensure that the Town's ordinances, as codified in the Code, are up to date, reflect current Florida and federal statutory and case law, that they reflect current actual Town operations, and that they do not contain outdated, redundant or erroneous provisions; and

WHEREAS, in light of the foregoing, the Commission has charged the Town Attorney with the task of conducting a complete review of the Town's Code (excluding the Land Development Code) and to bring forward any recommended revisions to the Code which would alleviate any of the aforementioned potential concerns with the Code's current text; and

WHEREAS, the Town Attorney has submitted his assessment of Chapters 1 through 3 of the Code, and has recommended that the Commission make the revisions to those Chapters as are set forth in this Ordinance; and

WHEREAS, the Commission has considered the Town Attorney's recommendations and finds them to be consistent with the goals of the Commission; and

WHEREAS, the Commission therefore finds that it is in the best interests of the Town, and its citizens, property owners and businesses to adopt this Ordinance.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the Town of Redington Beach, Florida, that:

Section 1. Sections 1-5 and 1-6 of the Redington Beach Town Code, respectively entitled *History notes* and *Reference notes and editor's notes*, are hereby repealed in their entirety.

Section 2. Section 1-7 of the Redington Beach Town Code, entitled *Provisions considered as continuation of existing ordinances*, is hereby renumbered as Section 1-5.

Section 3. Section 1-8 of the Redington Beach Town Code, entitled *Amendments to Code*, is hereby repealed in its entirety.

Section 4. Section 1-9 of the Redington Beach Town Code, entitled *Ordinances not affected by Code*, is hereby renumbered as Section 1-6.

Section 5. Section 1-10 of the Redington Beach Town Code is hereby renumbered as Section 1-7, and is amended to read as follows:

Sec. 1-7. - Effect of repeal or amendment of ordinances.

- (a) Unless otherwise provided for in the repealer ordinance, tThe repeal or amendment of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed or amended took effect, nor the obligation of any contract entered into under the prior ordinance.
- (b) The repeal or amendment of an ordinance shall not affect any punishment or penalty incurred before the repeal or amendment took effect, or any suit, prosecution or proceeding pending at the time of the repeal or amendment, for an offense committed or cause of action arising under the repealed or amended ordinance. Notwithstanding the foregoing, the repeal or amendment of any ordinance which would have the effect of making the conduct or condition which is the subject of a pending code enforcement citation, violation notice, or other enforcement action no longer a violation of this code, said pending citation, notice or enforcement action shall be withdrawn or dismissed by the code enforcement officer.

Section 6. Section 1-11 of the Redington Beach Town Code, entitled *Supplementation of Code*, is hereby renumbered as Section 1-8.

Section 7. Section 1-12 of the Redington Beach Town Code, entitled *Severability of parts of Code*, is hereby renumbered as Section 1-9.

Section 8. Section 1-13 of the Redington Beach Town Code, entitled *Altering Code*, is hereby repealed in its entirety.

Section 9. The codifier shall show Sections 1-10 through 1-13 as reserved.

Section 10. Section 1-14 of the Redington Beach Town Code is hereby amended to read as follows:

Sec. 1-14. - General penalty; injunctive relief~~continuing violations~~.

- (a) In this section, "violation of this Code" means any of the following:
 - (1) Doing an act that is prohibited or made or declared unlawful or an offense by ordinance or by rule or regulation authorized by ordinance.
 - (2) Failure to perform an act that is required to be performed by ordinance or by rule or regulation authorized by ordinance.
 - (3) Failure to perform an act if the failure is declared an offense or unlawful by ordinance or by rule or regulation authorized by ordinance.
- (b) In this section, "violation of this Code" does not include the failure of a town officer or town employee to perform an official duty unless it is provided that failure to perform the duty is to be punished as provided in this section.
- (c) Except as otherwise provided, a person convicted of a violation of this Code shall be punished by a fine not exceeding \$500.00, imprisonment for a term not exceeding 60 days or by any combination thereof. ~~With respect to violations of this Code that are continuous with respect to time, each day the violation continues is a separate offense.~~
- (d) The imposition of a penalty does not prevent revocation or suspension of a license, permit or franchise.
- (e) Violations of this Code that are continuous with respect to time are a public nuisance and may be abated by injunctive or other equitable relief. The imposition of a penalty does not prevent equitable relief.
- ~~(f) The town may use any enforcement method authorized or allowed by law including, but not limited to, the issuance of a citation, a summons, or a notice to appear in county court pursuant to F.S. (2004), Chs. 162 and 166, as the same may be amended from time to time, notification and citation to the code enforcement special master (in lieu of a code enforcement board as provided for in chapter 2, article III, divisions 2 and 3 of this Code) pursuant to F.S. (2004), Ch. 162, as the same may be amended from time to time, and arrest for violation of any municipal ordinance as provided for in F.S. (2004), Ch. 901, as the same may be amended from time to time. This section shall not prevent any civil action to enforce or compel compliance with the town's Code.~~
- ~~(g) In addition to the penalties provided in this section, any condition caused or permitted to exist in violation of any of the provisions of the Charter, this Code or any ordinance shall be deemed a public nuisance and may be abated by the town as provided by law, and each day that such condition continues shall be regarded as a new and separate violation.~~
- ~~(h) When a violation of the Code is deemed to exist, the building official and/or code enforcement officer or designee shall issue a certified letter or hand deliver a notice of advising them of the violation, along with a copy of the provisions of the Code relating to the violation and granting them up to 30 days to comply. If, after the time period for correction of the violation has~~

~~expired, the violation still exists, the code enforcement officer or his/her designee may issue a complaint/arrest affidavit (form COCR59) or like affidavit to the offending party. If service of the notice of violation cannot be effected by one of the foregoing methods, the posting of a copy of the notice in a conspicuous place in or about the premises or the structure affected by the notice shall be deemed proper service of the notice.~~

Section 11. Section 1-15 of the Redington Beach Town Code is hereby amended to read as follows:

Sec. 1-15. - Court cost for use in law enforcement training programs.

There is hereby assessed by the town, in compliance with F.S. § ~~938.15943-25(5)~~, an additional \$2.00 as court cost against every person convicted of violation of a municipal ordinance in any proceedings, except for violations relating to parking of vehicles, in the town; further, \$2.00 shall be deducted from every bond estreature or forfeited bail bond related to such penal ordinances for any offense, except that relating to parking of vehicles, in the town. Such funds as levied and assessed as additional court costs or taken from the bonds shall be used exclusively for law enforcement education expenditures for members of the police department of the town. The use and expenditures of such funds shall be in accordance with training and education programs for police personnel as established by the chief of police with the approval of the town commission.

Section 12. A new Division 1 of Article I of Chapter 2 of the Redington Beach Town Code, entitled *Legal notices and service of process*, and inclusive of Sections 2-1 and 2-2, is hereby created.

Section 13. Section 1-16 of the Redington Beach Town Code, entitled *Official/legal notices; posting of*, is renumbered as Section 2-1.

Section 14. A new Section 2-2 of the Redington Beach Town Code is hereby created to read:

Sec. 2-2. – Service of process.

Pursuant to Florida Statute § 48.111, in any action in which the town is a defendant, the service of process upon the town shall be on the mayor or, in the mayor's absence, on the vice-mayor or, in the absence of both, any commissioner. Attempted service upon the town clerk, town attorney, or any other employee or agent of the town shall not be effective.

Section 15. A new Division 2 of Article I of Chapter 2 of the Redington Beach Town Code, entitled *Boards and committees*, and inclusive of Sections 2-10 through 2-14, is hereby created to read:

DIVISION 2. - BOARDS AND COMMITTEES

Sec. 2-10. - Ad hoc committees.

From time to time, the town commission may create ad hoc committees to advise the commission on specific issues or matters affecting the health, safety and welfare of the citizens of the town or which relate to the operation of the town government. Such committees shall cease to exist upon the completion of their assigned mission, or when otherwise disbanded by the commission. Such committees shall have a membership composition as determined by the commission.

Sec. 2-11. - Standing board or committee.

The commission may create standing boards and committees in accordance with the town Charter. Commissioners shall nominate town residents or other persons who are qualified to serve on such boards and committees. The commission shall, by majority vote, appoint members and alternates to boards and committees from those nominated. At their inaugural meeting and once per year thereafter, each board and committee shall appoint a chairperson to preside at each meeting. Only the chairperson of a board or committee, or such other person as is designated by the chair or authorized by a majority of the board or committee, shall give reports to the commission on the board or committee's work and deliberations.

Sec. 2-12. - Reports of boards and committees; procedures.

While the commission may also request live presentations, each board or committee required or authorized to report to the commission shall do so in writing, and shall return the petition, resolution, account or other papers submitted for consideration. All reports and resolutions shall be filed with the town clerk and entered on the minutes. At their inaugural meeting, and as thereafter required to ensure effective operation of meetings, each board or committee shall adopt such procedural rules as may be needed. All such rules shall be reviewed by the town attorney to ensure any due process rights of parties will be satisfied, and that the requirements of the law, including the Sunshine Law, have been addressed.

Sec. 2-13. - Membership limited; removal of members.

Current commissioners or town employees shall not be eligible to hold a position on any standing or ad hoc committee established by the commission unless otherwise required by law. Continued membership on a board or committee is not a right, and the commission reserves the right to remove any member thereof when it determines, in its sole discretion, that doing so is in the town's best interests.

Sec. 2-14. – Logistical and legal support of boards and committees.

The town clerk and town attorney shall respectively ensure that town boards and committees subordinate to the commission receive adequate clerical support and legal counsel so as to ensure they are able to effectively perform the duties assigned to them. Such support shall include assistance in being aware of and complying with the requirements of the ethics, sunshine, and public records laws.

Section 16. A new Division 3 of Article I of Chapter 2 of the Redington Beach Town Code, entitled *Claims against officers and employees*, and inclusive of Sections 2-20 through 2-25, is hereby created to read:

DIVISION 3. – CLAIMS AGAINST OFFICERS AND EMPLOYEES

Sec. 2-20. – Defense of civil actions; scope of coverage.

- (a) Pursuant to Florida Statutes § 111.07, the town is authorized to provide an attorney to defend any civil action arising from a complaint for damages or injury suffered as a result of any act or omission of action of any of its officers, employees, or agents for an act or omission arising out of and in the scope of his or her employment or function, unless, in the case of a tort action, the officer, employee, or agent acted in bad faith, with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property.
- (b) Defense of such civil action includes, but is not limited to, any civil rights lawsuit seeking relief personally against the officer, employee, or agent for an act or omission under color of state law, custom, or usage, wherein it is alleged that such officer, employee, or agent has deprived another person of rights secured under the Federal Constitution or laws. Legal representation of an officer, employee, or agent of the town may be provided by the city attorney or by an attorney provided by any applicable insurance provider.
- (c) For purposes of this section, a “complaint for damages or injury” shall include actions properly brought under 42 U.S.C. § 1983, Florida Statutes § 768.28 or pursuant to Florida

Statutes Chapter 760; but shall not include actions brought for alleged violations of the Florida Sunshine Law, the Florida Public Records Act, the Florida Code of Ethics for Public Officers and Employees, the Florida Election Code, or brought under the Florida Declaratory Judgment Act.

- (d) Any attorney's fees paid from town funds for any officer, employee, or agent who is found to be personally liable by virtue of acting outside the scope of his or her employment, or to have been acting in bad faith, with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property, may be recovered by the town in a civil action against such officer, employee, or agent. For purposes of this subsection, the finding of personal liability by virtue of the above-noted reasons may be made by the court or other judicial or quasi-judicial officer, by a jury, by an arbitrator, or by the town council.
- (e) If the town is authorized pursuant to this section to provide an attorney to defend a civil action arising from a complaint for damages or injury suffered as a result of any act or omission of action of any of its officers, employees, or agents and the town council, in its sole discretion, declines to provide such attorney, the town shall reimburse any such defendant who prevails in the action for court costs and reasonable attorney's fees. For purposes of this section, the term "prevails" shall mean that the officer, employee or agent succeeded on at least one significant issue in the litigation. While a final merits determination is not required to "prevail", an officer, employee or agent shall not be deemed to have "prevailed" where the action is dismissed by the plaintiff if the dismissal was predicated on the payment of damages or attorney fees to the plaintiff, where the officer, employee or agent concedes that he or she committed a tort including a civil rights violation, or where the dismissal is without prejudice.

Sec. 2-21. – Defense of other statutory actions.

(a) Pursuant to Florida Statutes § 286.011(7), the town is authorized, but not required, to reimburse a town officer, employee or agent for any portion of his or her reasonable attorney's fees whenever he or she is charged with a violation of the Florida Sunshine Law and is acquitted or otherwise found by the court or other judicial or quasi-judicial officer, or by a jury, to have not violated that law.

(b) Pursuant to Florida Statutes § 112.317(7), the Florida Commission on Ethics is authorized, in its discretion, to award defense fees to a town officer, employee or agent accused of a violation of the Florida Code of Ethics for Public Officers and Employees, if the officer, employee or agent successfully defends the charges before the Ethics Commission, and the Commission finds that the accuser knew the complaint was false or recklessly disregarded whether the complaint was false. However, the town is not authorized to pay for or reimburse such expenses, and town funds shall not be used for that purpose.

(c) The town is authorized, but not required, to reimburse an officer, employee or agent for any portion of his or her legal defense fees associated with an action brought against him or her under the Florida Public Records Act. However, such reimbursement is not authorized where the officer,

employee or agent has not first prevailed in the action. For purposes of this section, the term “prevails” shall mean that the officer, employee or agent succeeded on at least one significant issue in the litigation. While a final merits determination is not required to “prevail”, an officer, employee or agent shall not be deemed to have “prevailed” where the action is dismissed by the plaintiff if the dismissal was predicated on the payment of damages or attorney fees to the plaintiff, where the officer, employee or agent concedes that a violation occurred, or where the dismissal is without prejudice.

Sec. 2-22. – Payment of final judgments or settlements.

(a) Pursuant to Florida Statutes § 111.071, the town is authorized, but not required, to expend available town funds to pay:

(1) Any final civil judgment, including damages, costs, and attorney’s fees, arising from a complaint for damages or injury suffered as a result of any act or omission of action of any town officer, employee, or agent in a civil or civil rights lawsuit described in Florida Statutes § 111.07. If the civil action arises under Florida Statutes § 768.28 as a tort claim, the limitations and provisions of that law governing payment shall apply. If the action is a civil rights action arising under 42 U.S.C. § 1983, or similar federal statutes, payments for the full amount of the judgment may be made unless the officer, employee, or agent has been determined in the final judgment to have caused the harm intentionally.

(2) Any compromise or settlement of any claim or litigation as described in paragraph (a), subject to the limitations set forth in that paragraph.

(3) Any reimbursement required under Florida Statutes § 111.07 for court costs and reasonable attorney’s fees when the town has failed to provide an attorney and the defendant prevails.

(b) For purposes of this section, a “final judgment” means a judgment upon completion of any appellate proceedings.

(c) “Agency of the state” or “state agency,” as used in this section, includes an executive department, a constitutional officer, the Legislature, and the judicial branch.

(d) This section is not intended to be a waiver of sovereign immunity or a waiver of any other defense or immunity to such lawsuits.

(e) The town shall not pay or reimburse for any part of any final judgment or settlement which constitutes punitive damages unless required to do so by law.

Sec. 2-23. – Defense of criminal charges prohibited.

The town is prohibited by law from providing a legal defense to any officer, employee or agent for the defense of any criminal charge, whether or not that charge is associated with or arises from the exercise or performance of officer’s, employee’s or agent’s official powers or duties. Therefore, no town funds shall be expended for such purposes.

Sec. 2-24. - Conditions of coverage.

To be eligible for the payment of town funds to defend or resolve claims against a town officer, employee or agent, such officer, employee or agent must agree to the following conditions:

- (1) The officer, employee or agent must provide full cooperation to the town in the defense of the claim or action through the prosecution of any appeal. This shall include, but not be limited to, providing statements under oath and all evidence in his or her possession to the town's attorney promptly upon request.
- (2) The officer, employee or agent shall not communicate with, give statements to, or otherwise provide evidence to any attorney, investigator or other person concerning the claim or action, other than to the town's attorney, insurance adjuster or other authorized representative, without the town's consent. Nothing herein shall be construed as prohibiting any employee from exercising his or her rights under the Florida Public Employee's Whistleblowers Act.
- (3) The officer, employee or agent shall tender to the town attorney the complaint, summons, process or other pleading immediately after he or she is served with such documents.
- (4) Counsel selected to defend the officer, employee or agent shall be at the sole discretion of the town council.
- (5) The town shall have full right to compromise and settle all claims against the officer, employee or agent, except that the town will not include a term of settlement admitting liability or statutory violations on the part of the officer, employee or agent unless such person agrees to such term of settlement.
- (6) In the event of damages arising from a counterclaim against any aggrieved party, the town shall be entitled to all damages from such party.
- (7) All funds received from a collateral source by an officer, employee or agent to pay any cost, fee, judgment or settlement of a claim or action for which the town is paying or has paid shall be deducted from such amounts, and said officer, employee or agent must agree to subrogate all rights to recover from such collateral sources to the town.

Sec. 2-25. - Reservation of rights and immunities.

- (a) To the extent the town undertakes the defense of its officers, employees or agents as provided for in this article, it nevertheless reserves its right to seek indemnification, reimbursement and/or recovery for any judgment or settlement made, or court costs incurred, and all attorney's fees incurred in the defense of these officers, employees or agents such persons, where it is determined that such individuals acted or failed to act because of fraud, corruption or malice; acted in bad faith, with malicious purpose, in a manner exhibiting wanton and willful disregard of human or civil rights, safety or property; was not entitled to protection

under this article or under state law; or fails to cooperate in good faith in the defense of the claim.

- (b) The provisions of this article shall not be construed to impair, alter, limit or modify the rights and obligations of any insurer or insured under any policy of insurance.
- (c) Nothing in this section shall be construed as a waiver by the town or by any town officer, employee or agent, of any claim of immunity, including sovereign immunity, applicable to any action.

Section 17. Article III (Code Enforcement) of Chapter 2 (Administration) of the Redington Beach Town Code is hereby repealed in its entirety.

Section 18. A new Article III (Code Enforcement) of Chapter 2 (Administration) of the Redington Beach Town Code, inclusive of Sections 2-40 through 2-56, is hereby created to read:

ARTICLE III. – CODE ENFORCEMENT

DIVISION 1. – GENERAL PROVISIONS

Sec. 2-40. - Intent.

It is the intent of this article to promote, protect, and improve the health, safety, and welfare of the citizens of the town by authorizing the appointment of a special magistrate with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective, and inexpensive method of enforcing any codes and ordinances in force in the town, where a pending or repeated violation continues to exist.

Sec. 2-41. - Applicability; optional enforcement.

Pursuant to Florida Statutes Chapter 162, the town is authorized to create or abolish by ordinance local government code enforcement systems. This division creates a code enforcement system that gives a code enforcement special magistrate designated by the commission the authority to hold hearings and assess fines against violators of the town's code. A special magistrate shall have the same status as a code enforcement board as provided under Chapter 162, and in this article. The provisions of this division shall in no way be construed to limit the power of the town to proceed in any other civil or criminal proceeding or in any other forum to enforce its code.

Sec. 2-42. - Definitions.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates and requires a different meaning.

Code enforcement officer means any agent or employee of the town whose duty it is by virtue of job description, contract, or other lawful designation to assure code compliance through investigation and enforcement. In addition to any other person so designated, a Deputy Sheriff is authorized to enforce the town's codes according to the provisions in this article.

Days means consecutive calendar days.

Repeat violation means a violation of a provision of any town code by a person or business who has been previously found by the code enforcement special magistrate or through any other quasi-judicial or judicial process, to have violated or who has admitted violating the same provision within five years prior to the violation, notwithstanding the location of the prior violation(s).

Sec. 2-43. – Appointment of special magistrate; role of town attorney.

- (a) The commission may, from time to time, appoint one or more persons to serve as code enforcement special magistrate. Such persons must be members in good standing of The Florida Bar and possess such other skills and experience as the commission may require.
- (b) Unless otherwise specified by contract, special magistrates shall have no set term of appointment. Upon initial appointment to preside over a case, a special magistrate shall review the identity of the alleged violator(s) so as to ensure the magistrate does not have any family, business or other such involvement with the violator(s) such that a conflict of interest would be present. Should such a conflict be identified, the special magistrate shall recuse her or himself and an alternative magistrate will be appointed to preside over the case. The recusal standards established in the Florida Supreme Court's judicial conduct code will control such questions.
- (c) The town clerk shall assign any violation notice referred by the code enforcement officer for hearing to the special magistrate. In the event more than one person is appointed special magistrate, the clerk shall endeavor to rotate assignments on a random basis.
- (d) The code enforcement officer is authorized to present cases before the special magistrate. If requested by the code enforcement officer, the town attorney shall represent the town by presenting cases before the special magistrate.

Sec. 2-44. - Enforcement procedures.

- (a) It shall be the duty of the code enforcement officer to initiate enforcement proceedings of the various codes. Neither the commission nor the special magistrate shall have the power to initiate such enforcement proceedings.
- (b) Except as provided in subsections (c) and (d), if a violation of the code is found, the code enforcement officer shall notify the violator and allow a reasonable time for the violator to correct the violation. Should the violation not be corrected within the time allowed (including

any extensions the code enforcement officer determines to be reasonable under the circumstances), the code enforcement officer shall notify the town clerk that a special magistrate hearing is requested. The town clerk shall, thereafter, notify the special magistrate of the referral and coordinate with the magistrate on the scheduling of the hearing. The town clerk shall also ensure a written notice of such hearing is hand delivered or mailed as provided in Florida Statutes § 162.12 to the violator. Notice may additionally be served by publication or posting as provided in Florida Statutes § 162.12. If, within the time provided by the code enforcement officer for correction, the violation is corrected but then recurs, or if the violation is not corrected, the violation is still considered a violation and shall still be presented to the special magistrate even if, prior to the hearing, the violation is corrected, and the notice of hearing shall so state.

- (c) If a repeat violation is found, the code enforcement officer shall notify the violator but is not required to give the violator a reasonable time to correct the violation. The code enforcement officer, upon notifying the violator of a repeat violation, may immediately notify the clerk to schedule a special magistrate hearing. If the repeat violation has been corrected by the time of the hearing, the special magistrate shall schedule a hearing to determine costs and impose the payment of reasonable enforcement fees upon the repeat violator.
- (d) If the code enforcement officer has reason to believe a violation or the condition causing the violation presents a serious threat to the public health, safety, and welfare or if the violation is irreparable or irreversible in nature, the code enforcement officer shall make a reasonable effort to notify the violator and may immediately notify the clerk and request a special magistrate hearing.
- (e) If the owner of property that is subject to an enforcement proceeding before the special magistrate or court transfers ownership of such property between the time the initial pleading was served and the time of the hearing, such owner shall:

 - (1) Disclose, in writing, the existence and the nature of the proceeding to the transferee.
 - (2) Deliver to the transferee a copy of the pleadings, notices, and other materials relating to the code enforcement proceeding.
 - (3) Provide written disclosure to the transferee that the transferee will be responsible for compliance with the applicable code and with orders issued in the code enforcement proceeding.
 - (4) File a notice with the code enforcement official of the transfer of the property, with the identity and address of the new owner and copies of the above-required disclosures made to the new owner, within five days after the date of the transfer.

If the property is transferred before the hearing, the proceeding shall not be dismissed, but the new owner shall, upon proper motion made, be afforded a reasonable continuance to allow the new owner to correct the violation, secure legal counsel, or for other good cause shown. If the new owner corrects the violation before the re-scheduled hearing, the code enforcement officer may, if he or she determines that the new owner has acted in good faith to promptly come into compliance, file a dismissal of the violation and request cancellation of the hearing.

Sec. 2-45. - Conduct of hearing; costs.

- (a) Upon request of the code enforcement officer, or at such other times as may be necessary, the special magistrate may call a hearing to hear any outstanding notices of violations or any related motions. The town clerk shall ensure that adequate hearing space within town hall, or at such other location within the town as would be appropriate, is secured for the hearing. The town clerk shall serve as the clerk for the hearing officer and shall keep and maintain a copy of all official records of the case including exhibits admitted into evidence. However, it shall be the responsibility of any party to such hearing to secure a certified court reporter should a record of the proceedings be desired.
- (b) If the local governing body prevails in prosecuting a case before the special magistrate, it shall be entitled to recover all costs incurred in prosecuting the case before the code enforcement board or magistrate and such costs may be included in the lien authorized by law.
- (c) The special magistrate shall proceed to hear the cases on the agenda for that day. However, the special magistrate may, in its/his/her discretion, continue any case until the next agenda upon a showing of good cause at the time of or prior to the scheduled hearing. All testimony shall be under oath. The special magistrate shall take testimony from the code enforcement officer, the alleged violator and any other witnesses called by the parties and allowed to testify by the special magistrate. The parties shall have the opportunity to give testimony, present witnesses and to cross-examine adverse witnesses in person or through their attorney. The formal rules of evidence shall not apply, but fundamental due process shall be observed and shall govern the proceedings. The special magistrate may impose the rule of witness exclusion during the hearing if so requested by a party. While the special magistrate may, in his or her discretion, permit others to attend the hearing, as such hearings are not meetings of collegial governmental bodies, Florida Statutes § 286.011 is not applicable to the hearing.
- (d) At the conclusion of the hearing, the special magistrate shall issue a final order containing findings of fact and conclusions of law, and shall therein affording the proper relief consistent with the findings and conclusions, and within the limits provided for in Florida Statutes Chapter 162. A certified copy of any such order which imposes a daily fine or awards allowable costs to the town may be recorded in the public records of the county and shall constitute notice to any subsequent purchasers, successors in interest, or assigns if the violation concerns real property, and the findings therein shall be binding upon the violator and, if the violation concerns real property, any subsequent purchasers, successors in interest, or assigns. If an order is recorded in the public records pursuant to this subsection and the order is complied with by the date specified in the order, the code enforcement board or special magistrate shall issue an order acknowledging compliance that shall be recorded in the public records.

Sec. 2-46. - Authority of the special magistrate.

The special magistrate shall have the authority to:

- (1) Adopt rules for the conduct of the hearings.
- (2) Issue subpoenas to alleged violators and witnesses to attend hearings.
- (3) Issue subpoenas for evidence when so requested by a party.

- (4) Take testimony under oath.
- (5) Issue orders having the force of law to command whatever steps are necessary to bring a violation into compliance.

Sec. 2-47. - Administrative fines; costs of repair; liens.

- (a) The special magistrate, upon notification by the code enforcement officer that a special magistrate order requiring compliance by a date certain has not been complied with by said date, or upon a finding by the special magistrate that a repeat violation has occurred, may order the violator to pay a fine in an amount specified in this section for each day the violation continues past the date set by the special magistrate for compliance or, in the case of a repeat violation, for each day the repeat violation continues, beginning with the date the repeat violation is found by the code enforcement officer to have occurred or is discovered to exist. Additionally, if the violation is a violation described in subsection 2-44(d) of this code, the special magistrate shall notify the town commission, which may make all reasonable repairs which are required to bring the property into compliance and charge the violator with the reasonable cost of the repairs along with the fine imposed pursuant to this section. Making such repairs does not create a continuing obligation on the part of the town to make further repairs or to maintain the property and does not create any liability against the town for any damages to the property if such repairs were completed in good faith. If, after due notice and hearing, the special magistrate finds a violation to be irreparable or irreversible in nature, it may order the violator to pay a fine as specified in subsection (b).
- (b) With respect to all fines and liens, the special magistrate shall abide by and be vested with the following powers and discretion:
 - (1) A fine imposed pursuant to this section shall not exceed \$250.00 per day for a first violation and shall not exceed \$500.00 per day for a repeat violation, and, in addition, may include all costs of repairs pursuant to subsection (a). However, if the special magistrate finds the violation to be irreparable or irreversible in nature, it/he/she may impose a fine not to exceed \$5,000.00 per violation.
 - (2) In determining the amount of the fine, if any, the special magistrate shall consider the following factors:
 - a. The gravity of the violation;
 - b. Any actions taken by the violator to correct the violation; and
 - c. Any previous violations committed by the violator.
 - (3) The special magistrate may reduce a fine imposed pursuant to this section.
 - (4) In addition to such fines, the special magistrate may impose additional fines to cover all costs incurred by the town in enforcing its codes and all costs of repairs pursuant to subsection (a). In determining the amount of such fines, the special magistrate shall consider the criteria set forth in subsection (b)(2).
- (c) A certified copy of an order imposing a fine, or a fine plus repair costs, may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation

exists and upon any other real or personal property owned by the violator. Upon petition to the circuit court, such order shall be enforceable in the same manner as a court judgment by the sheriffs of this state, including execution and levy against the personal property of the violator, but such order shall not be deemed to be a court judgment except for enforcement purposes. A fine imposed pursuant to this division shall continue to accrue until the violator comes into compliance or until judgment is rendered in a suit filed pursuant to this section, whichever occurs first. A lien arising from a fine imposed pursuant to this section runs in favor of the town, and the commission may execute a satisfaction or release of lien entered pursuant to this section. Upon filing and recording of such a lien, it shall remain a lien against each such property until paid. After three months from the filing of any such lien which remains unpaid, the special magistrate may authorize the town attorney to foreclose on the lien or to sue to recover a money judgment for the amount of the lien plus accrued interest. No lien created pursuant to the provisions of this division may be foreclosed on real property which is a homestead under Florida Constitution, Article X, Section 4. The money judgment provisions of this section shall not apply to real property or personal property which is covered under Florida Constitution, Article X, Section 4(a).

(d) Pursuant to Florida Statutes § 695.01(3), a lien by the town that attaches to real property for a code enforcement fine or penalty is valid and effectual in law or equity against creditors or subsequent purchasers for a valuable consideration only if:

(1) the lien is recorded in the official records of the county in which the property is located, and

(2) the recorded notice of lien contains:

a. the name of the owner of record,

b. a description or address of the property, and

c. the tax or parcel identification number applicable to the property as of the date of recording.

Sec. 2-48. - Duration of lien.

No lien provided under this article and applicable state law shall continue for a period longer than 20 years after the certified copy of an order imposing a fine has been recorded, unless within that time an action is commenced pursuant to subsection 2-47(c) in a court of competent jurisdiction. In an action to foreclose on a lien or for a money judgment, the town is entitled to recover all costs, including a reasonable attorney's fee, that it incurs in the action. The town shall be entitled to collect all costs incurred in recording and satisfying a valid lien. The continuation of the lien effected by the commencement of the action shall not be good against creditors or subsequent purchasers for valuable consideration without notice, unless a notice of *lis pendens* is recorded.

Sec. 2-49. - Appeals.

An aggrieved party, including the local governing body, may appeal a final administrative order of the code enforcement board or special magistrate to the circuit court. Such an appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the code enforcement board or special magistrate. An appeal shall be filed within 30 days of the execution of the order to be appealed.

DIVISION 2. - SUPPLEMENTAL ENFORCEMENT PROCEDURES IN COUNTY COURT

Sec. 2-50. - Citation system procedure; issuance; filing; notice.

- (a) The provisions of this section are additional and supplemental means of enforcing the town's codes or ordinances and may be used for the enforcement of any code or ordinance, or for the enforcement of all codes and ordinances. Nothing contained in this section shall prohibit the town from enforcing its codes or ordinances by any other means.
- (b) A violation of this code is a civil infraction. A code enforcement officer is authorized to issue a citation to a person when, based upon personal investigation, the officer has reasonable cause to believe that the person has committed a civil infraction in violation of a duly enacted code or ordinance and that the county court will hear the charge. The citation will be filed and heard in the County Court for Pinellas County, Florida.
- (c) Prior to issuing a citation, a code enforcement officer shall provide notice to the person that the person has committed a violation of a code or ordinance and shall establish a reasonable time period within which the person must correct the violation. Such time period shall be no more than 30 days. If, upon personal investigation, a code enforcement officer finds that the person has not corrected the violation within the time period, a code enforcement officer may issue a citation to the person who has committed the violation. A code enforcement officer does not have to provide the person with a reasonable time period to correct the violation prior to issuing a citation and may immediately issue a citation if a repeat violation is found or if the code enforcement officer has reason to believe that the violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible.

Sec. 2-51. - Form and content of citation.

- (a) Pursuant to Florida Statutes § 162.21(3)(c), a citation issued by a code enforcement officer shall be in a form prescribed by the town and shall contain:
 - (1) The date and time of issuance.
 - (2) The name and address of the person to whom the citation is issued.
 - (3) The date and time the civil infraction was committed.
 - (4) The facts constituting reasonable cause.
 - (5) The number or section of the code or ordinance violated.

- (6) The name and authority of the code enforcement officer.
- (7) The procedure for the person to follow in order to pay the civil penalty or to contest the citation.
- (8) The applicable civil penalty if the person elects to contest the citation.
- (9) The applicable civil penalty if the person elects not to contest the citation.
- (10) A conspicuous statement that if the person fails to pay the civil penalty within the time allowed, or fails to appear in court to contest the citation, the person shall be deemed to have waived his or her right to contest the citation and that, in such case, judgment may be entered against the person for an amount up to the maximum civil penalty.

Sec. 2-52. - Deposit of citation with county court; refusal to sign and accept.

- (a) After issuing a citation to an alleged violator, a code enforcement officer shall deposit the original citation and one copy of the citation with the county court.
- (b) Pursuant to Florida Statutes § 162.21(6), any person who willfully refuses to sign and accept a citation issued by a code enforcement officer shall be guilty of a misdemeanor of the second degree, punishable as provided in Florida Statutes § 775.082 or § 775.083.

Sec. 2-53. - Application of division provisions.

The provisions of this part shall not apply to the enforcement pursuant to Florida Statutes §§ 553.79 and 553.80 (the Florida Building Code adopted pursuant to Florida Statutes § 553.73) as applied to construction, provided that a building permit is either not required or has been issued by the town. For the purposes of this subsection, the term “building codes” means only those codes adopted pursuant to Florida Statutes § 553.73.

Sec. 2-54. - Penalty for violation.

- (a) Findings of violations will subject the violator to a maximum fine of \$500.00. The fine for a violator who elects not to contest a violation citation shall be \$250.00.
- (b) Any person charged with a violation of a town ordinance in county court may appear and contest the citation, and if found to be in violation, may appeal such finding as provided in the Florida Rules of Civil Procedure.

Sec. 2-55. - Notice to appear.

- (a) Notwithstanding Florida Statutes § 34.07, a code enforcement officer, designated pursuant to this chapter, may issue a notice to appear at any hearing conducted by a county court if the officer, based upon personal investigation, has reasonable cause to believe that the person has

violated a code or ordinance. A notice to appear means a written order issued by a code enforcement officer in lieu of physical arrest requiring a person accused of violating the law to appear in a designated court or governmental office at a specified date and time. If a person issued a notice to appear under this section refuses to sign such notice, the code enforcement officer has no authority to arrest such person.

- (b) Prior to issuing a notice to appear, a code enforcement officer shall provide written notice to the person that the person has committed a violation of a code or ordinance and shall establish a reasonable time period within which the person must correct the violation. Such time period shall be no fewer than five days and no more than 30 days. If, upon personal investigation, a code enforcement officer finds that the person has not corrected the violation within the prescribed time period, a code enforcement officer may issue a notice to appear to the person who has committed the violation. A code enforcement officer is not required to provide the person with a reasonable time period to correct the violation prior to issuing a notice to appear and may immediately issue a notice to appear if a repeat violation is found, or if the code enforcement officer has reason to believe that the violation presents a serious threat to the public health, safety, or welfare or that the violator is engaged in violations of an itinerant or transient nature, as defined by local code or ordinance within the jurisdiction, or if the violation is irreparable or irreversible.

ARTICLE III. – ENFORCEMENT BY CIVIL ACTION

Sec. 2-56. - Civil actions to enforce town codes.

In addition to other provisions of law or this code authorizing the enforcement of the town's codes, the town may enforce any violation of its code by filing a civil action in the same manner as instituting a civil action. The action shall be brought in county or circuit court, whichever is appropriate depending upon the relief sought.

Section 19. Section 2-96 of the Redington Beach Town Code, entitled *Definition*, is renumbered as Section 2-60.

Section 20. Sections 2-97 and 2-98 of the Redington Beach Town Code are hereby repealed in their entirety.

Section 21. The following sections 2-61 through 2-..... are hereby added to Article IV (Emergency Management) of Chapter 2 (Administration) of the Redington Beach Town Code, as follows:

ARTICLE IV. – EMERGENCY MANAGEMENT

Sec. 2-61. - Intent.

- (a) It is the intent of this article to provide the necessary organization, powers, and authority to enable the timely and effective use of all available town resources to prepare for, respond to and recover from emergencies or disasters, natural and manmade, likely to affect the security, safety, or health of the town and its residents, whether such events occur within or beyond the corporate limits of the town.
- (b) Nothing herein shall be intended to relieve town employees or contractors of their assigned duties, responsibilities, and functions.
- (c) Nothing herein shall be construed as a delegation of authority to abridge or diminish the legislative powers of the town commission.

Sec. 2-62. - Powers; duties; responsibilities.

- (a) The mayor shall direct all emergency management functions for the town, and shall have the following powers, duties and responsibilities:
 - (1) To make a declaration of emergency for the reasons set forth in this article;
 - (2) To direct the creation, revisions and exercise of emergency response plans conforming to state and county emergency plans for the mitigation of preparation for, response to, and recovery from emergencies or disasters;
 - (3) To direct the efforts of the town staff in the preparation for, response to, and recovery from emergency conditions;
 - (4) To recommend a budget to the commission for the creation and maintenance of emergency response capabilities;
 - (5) To promulgate, during a declared emergency, regulations necessary for the protection of life and property, establishment of public order, and control of adverse conditions affecting public welfare resulting from the emergency;
 - (6) To coordinate the public information function of the town and to coordinate a town emergency awareness program;
 - (7) To direct the development and maintenance of the town's emergency plans, including annual revisions;
 - (8) To direct the development of a temporary town emergency operations center (EOC) to include equipment, staffing, and operational procedures necessary for the management and control of emergency conditions; and
 - (9) To provide and coordinate a town training program in emergency response and management.
- (b) The mayor may designate an emergency management planning team, which may include staff and volunteers, which, under the mayor's oversight, shall:
 - (1) Assist in staffing the EOC during an emergency or state of local emergency; and

- (2) Assist in the creation, revision, and exercise of emergency operations plans and ensure that all relevant town officials, employees and agents are trained as to their respective roles and responsibilities with respect to the town's response to emergency conditions.

Sec. 2-63. - Declaration of a state of local emergency.

- (a) When in the judgment of the mayor, or, in his or her absence or incapacity, the vice-mayor or in his or her absence or incapacity any other member of the commission, a civil emergency or state of emergency as defined by Florida Statutes § 870.043 exists, said official is authorized to declare such emergency.
- (b) Any declaration of a state of local emergency and all emergency regulations activated under the provisions of this article shall be confirmed by the town commission by resolution within two working days of such declaration, or at the next regular or special meeting of the town commission, whichever comes first, unless the nature of the local emergency renders a meeting of the commission impractical. The resolution confirming the declaration shall basis for the declaration, the expected duration of the state of emergency, and such other emergency policies or actions as the commission deems appropriate.
- (c) The following policies shall, as necessary, also be effective during the period of a state of local emergency:
- (1) The town may utilize all available resources as reasonably necessary to cope with the effects of the emergency, including emergency expenditures authorized by the mayor, with a report made to the town commission subsequent to the termination of the emergency declaration.
- (2) The town may make provisions for availability and use of temporary emergency housing and emergency warehousing of materials for citizens.
- (3) The town may confiscate merchandise, equipment, vehicles, or property needed to respond to the emergency. Reimbursement shall be within 60 days and at a customary value. Such action shall be taken by the town mayor only in extreme situations, where no resources from any other governmental agency are available, and only when necessary to prevent imminent death, injury or loss of property in the town.
- (d) Pursuant to Florida Statutes § 252.38(2), the town shall coordinate its emergency management activities with those of the county emergency management agency. To the extent the town has not elected to adopt an emergency management program, it shall be served by the county's emergency response agencies. To the extent the town, by resolution, elects to establish an emergency management program, the town must comply with all laws, rules, and requirements applicable to county emergency management agencies as set forth in Florida Statutes Chapter 252 and elsewhere. If the town elects to adopt its own emergency management plan, the plan must be consistent with and subject to the applicable county emergency management plan. The town is required to coordinate all requests for state or federal emergency response assistance with the county.
- (f) In the event of a declared emergency, the mayor is authorized to engage in the following activities without compliance with the normal town procedures:

- (1) Performance of public work and taking whatever action is necessary to ensure the health, safety, and welfare of the community;
- (2) Entering into contracts for emergency goods or services;
- (3) Incurring obligations to respond to emergency conditions; and
- (4) Obtaining labor resources to respond to emergency conditions.

Sec. 2-64. - Curfew.

- (a) Pursuant to the authority provided in Florida Statutes § 870.045, once an emergency has been declared, the mayor is authorized to order a general curfew. A general curfew shall prohibit any person being, walking, running, loitering, standing or motoring upon any beach, highway, boulevard, street, avenue, alley, public property or vacant premises within the corporate limits of the town, except persons officially designated as having duties with reference to an emergency. The curfew limitations set forth above, including, but not limited to, the prohibition of or restrictions on pedestrian and vehicular movement, standing, and parking, shall not apply to persons designated as providing essential services such as fire, police, and hospital services, including the transportation of patients, utility emergency repair workers, debris removal services deployed by the town or the county, and emergency calls by physicians.
- (b) If the mayor orders a general curfew, he or she shall, if practical, issue and disseminate the curfew order to the public by as broad a manner as is practicable under the circumstances, including providing notification of the order to the county sheriff, county administrator, and the radio, television and print media, as well as on the town website and available social media platforms.

Sec. 2-65. - Termination of a state of emergency.

A state of emergency shall be terminated by the mayor or a resolution of town commission when the conditions supporting the declaration no longer exist, and when the town's administration is able to manage the conditions without extraordinary assistance and powers. Notice of such termination shall be made to the public by the mayor in the same manner as set forth in section 2-64(b).

Sec. 2-66. - Hazardous emergency response cost recovery.

- (a) Title. This section shall be known as the "Hazardous Material Emergency Response Cost Recovery Policy."
- (b) Intent and purpose. This section is intended to provide for recovery by the town of costs incurred in emergency response, incident assessment, control, containment and abatement efforts directly related to hazardous material emergency response within the town limits.

- (c) Authority. The town has the authority to adopt this section pursuant to the provisions of Florida Statutes Chapters 166 and 252.
- (d) Jurisdiction. This section shall apply to the corporate limits of the town.
- (e) Definitions. As used in this section, the following words and phrases shall have the meaning indicated unless the context otherwise requires:

Costs means all reasonable and necessary expenses that are incurred by the town as a direct result of the hazardous materials emergency response, including but not limited to the following:

- (1) Emergency response, incident assessment, control, containment and abatement of a hazardous materials incident, to include costs associated with transportation and temporary storage of hazardous materials if such transportation and temporary storage is necessary to control and contain the hazardous materials incident.
- (2) Ensuring the safety of the public, both on and off the site of the hazardous materials incident.
- (3) Repairing or replacing equipment if said equipment was damaged or destroyed as a direct result of the hazardous materials incident.
- (4) Equipment, including rental equipment, utilized by the town to the extent such labor and equipment is necessary for emergency response, incident assessment, control, containment and abatement of the immediate hazard.
- (5) Contract labor and equipment utilized by the town for emergency response, incident assessment, control, containment and abatement of the immediate hazard.
- (6) Overtime costs for compensation of town employees for the time devoted specifically to the hazardous materials incident.
- (7) Labor and equipment utilized by the town via a mutual aid agreement for emergency response, incident assessment, control, containment and abatement of the immediate hazard.
- (8) Disposable materials and supplies consumed and expended as a result of the hazardous materials incident, including but not limited to, absorbents, foams, neutralization agents, over pack drums or containers.
- (9) Decontamination of equipment that is contaminated during the hazardous materials incident.
- (10) Laboratory costs for purposes of analyzing samples taken during the release.

Emergency response means the provision of authorized assistance during and following a hazardous material incident and to reduce the likelihood of secondary damage, and may include incident assessment, control, containment and abatement of the immediate hazard.

Hazardous material means a substance or material that the United States Secretary of Transportation has determined is capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and has designated as hazardous under section 5103 of Federal Hazardous Materials Transportation Law (49 U.S.C. 5103). The term includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, materials

designated as hazardous in the Hazardous Materials Table (see 49 C.F.R. 172.101), and materials that meet the defining criteria for hazard classes and divisions in 49 C.F.R. 173.

Hazardous material incident means actual or threatened release of a hazardous substance or material, including hazardous waste, which poses an imminent threat to the environment and/or to the health, safety or welfare of the population and requires emergency response, incident assessment, control, containment and abatement of the immediate hazard.

Person means an individual, firm, corporation, association, partnership, commercial entity, consortium, joint venture, governmental entity, or any other legal entity.

Release means the accidental or intentional, sudden or gradual spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping or disposing into the environment (including the abandonment or discarding of barrels, containers and other receptacles containing any hazardous material or substance or waste or pollutant or contaminant) whether such release occurs from a fixed facility or while the materials are being transported.

Responder means any person authorized to participate in the town coordinated emergency response to a hazardous material incident.

Responsible party means the person or persons who cause or allow a release of a hazardous material or substance or who had custody or control of the hazardous material or substance at the time of such release.

(f) *Hazardous materials incidents—Liability for costs.* Any responsible party shall be liable for the payment of all reasonable and necessary costs incurred by the town or its agents for emergency response, incident assessment, control, containment and abatement of the immediate hazard as a direct result of the hazardous material incident.

(g) *Hazardous materials incidents—Exceptions.* The authority to recover costs under this section shall not include costs incurred for actual fire suppression service, which is normally or usually provided within the town by the Seminole and Madeira Beach Fire Departments or their authorized agents.

(h) *Collection and disbursement of funds for cost recovery.*

(1) *Agent for collection.* The town shall be responsible for collecting invoices from responders to a hazardous material incident and presenting a bill to the responsible party for costs.

(2) *Procedure for responders.* When responding to a hazardous material incident, the town clerk shall keep a detailed record of the costs attributable thereto.

(3) *Procedure for responders submittal of invoices to town.* An invoice identifying eligible costs under this article shall be submitted by responders to the town within 30 days after the cost was incurred or identified. Submitted invoices must include sufficient documentation for cost reimbursement (i.e. copies of time sheets for specific personnel, copies of bills for the materials, equipment and supplies procured or used, etc.). Accepting invoices from agencies outside the town shall not incur liability to the town to pay costs from such agencies until payment is received by the town from the responsible party.

- (4) Method of billing and payment. The town shall submit one or a series of consolidated invoices to the responsible party, identifying the responders (i.e. agencies, agents or municipalities) and their specific costs for reimbursements. The responsible party shall issue a separate certified check made payable to each responder that submitted an invoice. The checks will be sent to the town within 60 days of receiving a consolidated invoice. The town shall disburse the checks to the responders.

(i) Methods of enforcement.

- (1) Supplemental beneficial projects. This section shall not prohibit the town from entering into binding agreements with the responsible party for remedial actions such as supplemental beneficial projects (SBPs) in lieu of monetary payment, provided that all or part of the responders agree with the SBP in lieu of payment or the town accepts the SBP and compensates the other responders. SBPs are projects which a responsible party agrees to undertake to benefit the emergency response entity but is not otherwise legally required to perform. The SBP must have a direct benefit to the responding entity of the town and the value of the SBP can be used to offset monetary payment on a dollar for dollar basis. There is no minimum or maximum amount of monetary payment that can be offset by a SBP.
- (2) Civil action. The town may enforce these provisions by civil action in a court of competent jurisdiction for the collection of any amounts due hereunder plus administrative collection costs, attorneys' fees, or for any other relief that may be authorized by law.
- (3) Remedies at law. The town may seek any or all available remedies at law, to include the provisions of this article, against any parties responsible for any hazardous materials incident, to include those actions and remedies available under the U.S. Bankruptcy Code relating to such matters.

(j) Conflict with other laws.

- (1) Whenever the requirements or provisions of this section are in conflict with the requirements or provisions of any other lawfully adopted ordinance, the more restrictive requirements shall apply as to the matters in conflict, and all provisions of this section not in conflict shall remain in full force and effect.
- (2) This section shall not restrict or replace cost recovery from funding sources available under state and federal regulations including but not limited to the revolving fund established under section 311(K) of the Federal Water Pollution Trust Fund established under Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. § 9611); and the hazardous materials account of the state division of emergency management operating trust fund established under Chapter 252, Florida Statutes.
- (3) This section shall not restrict or replace any legal remedy or cause of action otherwise available to the town, responding public safety agencies, or responsible parties.

Section 22. Section 3-2 of the Redington Beach Town Code is hereby amended to read as follows:

Sec. 3-2. - Location of alcoholic beverage establishments.

- (a) Except when associated with a special event which the town has authorized by permit or otherwise, nNo establishment shall engage in the sale of alcoholic beverages if located within 500 feet of the town recreation and community center or town park.
- (b) The distance set forth in subsection (a) of this section shall be a straight--line distance between the closest point on the property occupied by the enumerated uses in subsection (a) of this section and the closest point on the property to be occupied by the establishment applying for permits to sell alcoholic beverages.

Section 23. For purposes of codification of any existing section of the Redington Beach Code herein amended, words underlined represent additions to original text, words ~~stricken~~ are deletions from the original text, and words neither underlined nor stricken remain unchanged.

Section 24. If any section, subsection, sentence, clause, provision or word of this Ordinance is held unconstitutional or otherwise legally invalid, same shall be severable and the remainder of this Ordinance shall not be affected by such invalidity, such that any remainder of the Ordinance shall withstand any severed provision, as the Board of Commissioners would have adopted the Ordinance and its regulatory scheme even absent the invalid part.

Section 25. The Codifier shall codify the substantive amendments to the Redington Beach Town Code contained in Sections 1 through 22 of this Ordinance as provided for therein, and shall not codify the exordial clauses nor any other sections not designated for codification.

Section 26. Pursuant to Florida Statutes § 166.041(4), this Ordinance shall take effect immediately upon adoption.

ADOPTED ON FIRST READING on the ____ day of _____, 2019, by the Board of Commissioners of the Town of Redington Beach, Florida.

ADOPTED ON SECOND AND FINAL READING on the ____ day of _____, 2019, by the Board of Commissioners of the Town of Redington Beach, Florida.

James Simons, Mayor

Attest:

Missy Clarke, CMC, Town Clerk

Approved as to form:

Jay Daigneault, Town Attorney



Meeting Date: March 20, 2019

Agenda Item _____

FLORIDA MUNICIPAL SERVICES
18001 Gulf Blvd.
Redington Shores, FL 33708
(727) 202-6825

March 13, 2019

MEMORANDUM

TO: Honorable Mayor and Members of the Town Board of Commissioners

FROM: Darin Cushing, CBO, CFM, Building Official
R. Bruce McLaughlin, AICP, MCIP, Town Planner

SUBJECT: Resolution 2019-02 – Technical Specifications and Fee Schedule – Right-of-Way Utilization and Driveway Connection Ordinance 2018-05

EXECUTIVE SUMMARY

Ordinance 2018-05 repealed and replaced Chapter 19 of the Town Code regulating right-of-way utilization and established a new Chapter 19.5 regulating driveway connections. The Ordinance requires implementation through the adoption of technical specifications and a fee schedule. This implementation should be accomplished by Resolution to allow more flexibility if future changes become necessary. **STAFF RECOMMENDS ADOPTION OF THE ATTACHED RESOLUTION 2019-02 AND THE EXHIBITS THERETO.**

BACKGROUND

Applicant: Town of Redington Beach

Location: Entire Town

March 13, 2019

THE REQUEST

On January 2, 2019, the Town Board adopted on second and final reading Ordinance 2018-05 repealing and replacing Chapter 19 of the Town Code, Streets, Sidewalks and Other Public Ways, and establishing a new Chapter 19.5 regulating driveway connections to all Town roads. Ordinance 2018-05 calls for its partial implementation by a resolution adopting Technical Specifications for the two regulated activities and adopting a fee schedule for permits for the two actions.

It is a customary practice of many local governments to adopt both technical details and fee schedules by resolution for the reasons set out below.

The Technical Specifications are just that – “technical” – and consist of substantial engineering and construction detail. Because of the level of detail in the Technical Specifications, it is more appropriate to adopt them by resolution than by ordinance. As the Specifications are applied it is likely that desirable amendments will be identified and it is easier to amend the Technical Specifications if they are adopted by resolution rather than ordinance.

As to the fee schedule, Staff is proposing fees based on the fees charged by other local governments in Pinellas County (Attachment A). However, as the regulatory schemes are administered in the Town of Redington Beach, it may emerge that the fees do not cover the cost of administering the regulations, or are significantly in excess of that cost. By adopting the fee schedule by regulation, it can readily amended if experience determines that the fees are too high or too low.

HISTORY

The Town Board adopted Ordinance 2018-05 on first reading on December 5, 2018, and on second and final reading on January 2, 2019. Newly created Town Code sections 19-8, 19-9, and 19.5-3 require the adoption of the Technical Specifications and Fee Schedule by resolution. Resolution 2019-02 fulfills that requirement.

The Technical Specifications and fee schedule comprise five exhibits to Resolution 2019-02:

March 13, 2019

- A-1: typical details for road work and driveway connections with an emphasis on swale construction;
- A-2: Technical Details
- A-3: Horizontal Directional Drilling Details
- A-4: Application forms and permit form.
B”: Fee schedule

Exhibits A-1, A-2 and A-3 were prepared by the Town engineer, CPWG. Exhibits A-4 and B were prepared by Town Staff. Exhibits A-2 and A-3 are standard details adapted to the Town of Redington Beach. Exhibit A-1 was written by CPWG for the Town and edited by Town Staff to enhance its regulatory status. Although CPWG provided a draft application form and standard permit conditions of approval, Staff prepared Exhibit A-4.

The Technical Specifications and Fee Schedule were first set to be considered by the Board at its January 16, 2019, meeting. However, after reviewing the first draft of the Technical Specifications, Vice Mayor Will expressed some concerns with some of the details related to swales.

Subsequently, the Vice Mayor, the Town Planner and a representative of CPWG met to discuss the swale details and toured areas of the Town where swale design is especially critical. As a result of this effort, CPWG drafted what is now presented as section 3.5.5.18 of Exhibit A-1, and Staff deleted a potentially conflicting provision of section 3.5.5.16.

Otherwise, Exhibits A-1, A-2 and A-3 are as presented to the Town Board in January. Exhibit A-4 has been substantially rewritten and Exhibit B has been modified to include a penalty for starting work without a permit, tracking the existing Town Code

NOTICE

No notice beyond the notice of the Town Board meeting and its agenda is required for the adoption of a resolution.

AUTHORITY

Pursuant to §§ 4 and 5 of the Town Charter, the Town is governed by the Board of Commissioners which may exercise all powers available to a municipality under the Constitution

March 13, 2019

and laws of the State of Florida. Those powers include preparing, adopting and amending land development regulations, including the regulation of driveways and driveway connections to public rights-of-way. Sections 163.3161 (4) and (6), F.S., incorporate transportation and utilities planning and public and private development into the comprehensive planning process, thereby conferring jurisdiction on the Town Board of Commissioners to regulate activity in the Town's rights-of-way.

ANALYSIS

Technical Specifications

As noted above, the Technical Specifications, Exhibits A-1, A-2, A-3 and the original A-4 to Resolution 2019-02 were prepared by the Town's engineer, CPWG. Exhibits A-2, A-3 and the original A-4 are generally generic with some adaptations to the Town of Redington Beach. Exhibits A-2 and A-3 have been reviewed by Staff for any obvious applicability issues and appear to be appropriate.

Exhibit A-1 was written by CPWG specifically for the Town and has been more thoroughly evaluated by Staff and by the Planning Board. Significant changes were made from the early CPWG draft and Exhibit A-1 is appropriate for the Town. The current Exhibit A-4 was prepared by Town Staff and conforms to the requirements of Chapters 19 and 19.5 of the Town Code as adopted by Ordinance 2018-05.

Fee Schedule

Attachment A is an analysis of the right-of-way utilization and driveway connection fees of the local governments in the County. The Town's other Building/Planning fees generally mirror those of Pinellas County but as demonstrated on Attachment A, in these two areas, in Pinellas County there is a very wide range of fees from \$0.00 to \$250.00 for a right-of-way utilization permit to \$0.00 to \$117.00 for driveway connection fees.

Many of the fees are calculated based on the value of the work. However, that calculation is potentially problematic since a utility doing its own work, or an owner/builder performing his or her own work may not know the value of the work (which in many cases is hard to verify).

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Accordingly, Staff recommends flat rates for right-of-way utilization permits and for driveway permits. Two distinctions are proposed on Exhibit B.

The previous code and the new code as adopted by Ordinance 2018-05 both distinguish between minor and major right-of-way utilization projects. The threshold for a major project is the disturbance of more than 200 square feet of right-of-way. Approval of a major right-of-way utilization permit must come from the Town Board in a public hearing. Exhibit B shows an additional fee of \$75.00 for major projects to provide some allowance for the administrative cost of taking a permit application through the Town Board process.

A distinction is also made in permit fees between new or relocated driveways and driveway repairs or replacements. The former are likely to require only one inspection to ensure compliance with the approved plans. Repairs or replacement of an existing driveway are likely to require an inspection of the existing driveway so the fee for this application is slightly higher. Resinspection fees based on Staff's actual cost are included for both activities.

It should also be noted that, as recommended by the Planning Board and adopted by the Town Board, the new codes apply to all right-of-way utilization permits and all driveway permits. Included in the governed entities will be Pinellas County Utilities, the three for-profit utilities, (presently, Duke, Frontier and Spectrum), and the quasi-proprietary Clearwater Gas.¹

Staff proposes exempting the Town and Pinellas County Utilities from the fee requirement since those are public, non-profit entities but all other users, including Clearwater Gas which, in the Town of Redington Beach, operates as a proprietary entity, should be subject to permit fees.

The fees proposed on Exhibit B are those recommended by Staff based on careful evaluations of the work likely to be needed to administer the Codes and on the fees charged by other local governments in Pinellas County, and taking into account the impact on the permittee. However, the final decision on fee levels is a policy decision for the Town Board.

¹ See Clearwater City Code, § 32.342.

Memo: Town of Redington Beach
Town Board of Commissioners
Proposed Resolution 2019-02
R/w and Driveway Specs and Fees
Page 6

March 13, 2019

RECOMMENDATION

THAT THE TOWN BOARD APPROVE RESOLUTION 2019-02 AND THE ATTACHED EXHIBITS A-1, A-2, A-3, A-4 AND B SUBJECT TO ANY COMMENTS THAT MY BE RECEIVED FROM THE PUBLIC AND TO THE BOARD'S POLICY DECISION AS TO THE FEE LEVELS.

DC/RBMcl/m
C:\MTC\Redington Beach\Town Board\2019-03-20\RB TB 2019-03-20 RoW and DW Resolution.wpd

ATTACHMENT A
OTHER PINELLAS COUNTY FEE SCHEDULES

PINELLAS COUNTY					R/W Use Fees
LOCAL GOVERNMENT R/W UTILIZATION					1/4/2019 0:00
REQUIREMENTS					
FEES					
	GOVERNING REGULATIONS				
	RoW PERMIT			DRIVEWAY PERMIT	
JURISDICTION	REQUIRED	FEE		PERMIT	FEE
Pinellas County	Yes	\$125.00		Yes	\$52.00
Belleair	No	N/a		Yes	50\$ + 2% of project costs, +\$35 for pavers.
Belleair Beach	(1)	\$125.00		Yes	\$40.00
Belleair Bluffs	Yes	\$125.00		Yes	\$52
Belleair Shores	N/a	N/a		N/a	N/a
Clearwater	Yes	\$25.00		Yes	\$87.75
Dunedin	Yes	\$250.00		Yes	\$50.00
Gulfport	Yes	\$62.12		No	N/a
Indian Rocks Beach	Yes	\$10 fee + \$40 under \$1000, every \$1000 over is		Yes	\$10 fee + \$40 under \$1000, every \$1000 over is additional \$7.50
Indian Shores	Yes	\$75.00 base fee, +\$7.50 per \$1000.00		No	N/a
Kenneth City	Yes	\$40.00 first \$1000.00, \$5.00 every \$1000.00 after		Yes	\$40.00 first \$1000.00, \$5.00 every \$1000.00 after
Largo	Yes	0\$ resident, \$100 contractor		No	N/a
Madeira Beach	Yes	0		Yes	\$50.00 + 2% project cost.
North Redington Beach	Yes			Yes	\$117.00
Oldsmar	Yes	0		Yes	\$40.00 + \$4.00 every 1k.
Pinellas Park	Yes	\$50.00 + \$5.75 every 1k		No	N/a
Redington Beach					
Redington Shores	No	\$45.00		Yes	\$35.00 + \$10.00 every 1k
Safety Harbor	Yes	0		Yes	\$75.00

Seminole	Yes	\$35.00 + \$6.00 every 1k		Yes	\$35.00 + \$6.00 every 1k
South Pasadena	Yes	\$70.00 + \$20.00 every 1k		Yes	\$70.00 + \$20.00 every 1k
St. Pete Beach	No	N/a		Yes	\$16.00/\$1000+ \$50
St. Petersburg	Yes	N/a		Yes	\$45.00
Tarpon Springs	Yes	\$25.00 + \$3.00 every 1k.		Yes	N/a
Treasure Island	Yes	\$50 base fee, \$15 every \$1000 with 2.5% surcharge with \$4 min		No	N/a
NOTES					
(1) Telecommunication Utilities Only					
(2) Telecommunications use only					

RESOLUTION 2019-02

RESOLUTION NO. 2019-02

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF REDINGTON BEACH, FLORIDA, ADOPTING THE TECHNICAL SPECIFICATIONS FOR SWALES AND DRIVEWAYS REFERENCED IN ORDINANCE 2018-05; ADOPTING A FEE SCHEDULE AS REFERENCED IN SECTION 19-8 OF ORDINANCE 2018-05; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Commissioners of the Town of Redington Beach desires to more effectively regulate the Town's streets, sidewalks, public rights-of-way, as well as driveway connections thereto;

WHEREAS, the Board adopted Ordinance 2018-05, which regulates, among other things, swales and driveways within the Town, and provides for fees for filing, engineering, and inspection of work done pursuant to a right-of-way permit;

WHEREAS, to effectively regulate the swales and driveways it is necessary to have technical specifications as to construction and regulation, as well as a fee schedule for permitting related to rights-of-way;

WHEREAS, the Board finds that it is in the interest of the public's health, safety and wellness to adopt these technical specifications and fee schedule in order to effectively and efficiently regulate swales and driveways, as well as rights-of-way, within the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF REDINGTON BEACH, FLORIDA:

Section 1. The technical specifications referenced in Ordinance 2018-05 to be adopted are attached hereto as Exhibit A.

Section 2. The fee schedule referenced in Section 19-8 of Ordinance 2018-05 to be adopted is attached hereto as Exhibit B.

Section 3. This Resolution shall become effective immediately upon its adoption.

DULY ADOPTED AND PROCLAIMED by the Board of Commissioners of the Town of Redington Beach, Pinellas County, Florida, on this ____ Day of _____ 2019.

ATTEST:

Missy Clarke, CMC Town Clerk

Nick Simons, Mayor

	Motion	Seconded	Aye	Nay	Absent
Commissioner Kornijtschuk					
Commissioner Dorgan					
Commissioner Steiermann					
Vice Mayor Will					
Mayor Simons					

EXHIBIT A-1
TECHNICAL SPECIFICATIONS

EXHIBIT 'A-1'
TOWN OF REDINGTON BEACH
RESOLUTION 2019-__
TECHNICAL SPECIFICATIONS FOR ORDINANCE 2018-05
RIGHT-OF-WAY UTILIZATION & DRIVEWAY CONNECTION PERMIT

CONTENTS

Document References

SECTION 3.5.5.15	SWALE DRAINAGE ¹
SECTION 120	EXCAVATION AND EMBANKMENT ²
SECTION 125	EXCAVATION FOR STRUCTURES AND PIPE
SECTION 520	CONCRETE GUTTER, CURB ELEMENTS
SECTION 522	CONCRETE SIDEWALK AND DRIVEWAYS
SECTION 570	PERFORMANCE TURF

DOCUMENT REFERENCES:

Florida Statutes (the Florida Transportation Code) establishes the responsibilities of the State, Counties, and Municipalities for the planning and development of the transportation systems serving the public. The Code's purpose is to protect the safety and welfare of the public. The State of Florida Department of Transportation (FDOT) has developed and adopted uniform minimum standards and criteria for the design, construction, maintenance and operation of public roads. As part of this Ordinance, the Town of Redington Beach adopts the FDOT - *Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways* (Florida Greenbook), 2016; the FDOT *Standard Specifications for Road and Bridge Construction*, January, 2018. and the *Pinellas County Stormwater Manual*, dated February 1, 2017 as manuals that provide the basic guidelines for developing street and highway facilities with reasonable operating characteristics with a minimum number of hazards.

The purpose of this section of the Town of Redington Beach's Technical Specifications is to

¹ Derived from *Pinellas County Stormwater Manual*, Pinellas County Government, Clearwater, Florida, February 1, 2017.

² Sections 120, 125, 520, 522 and 570 are derived from the Florida Department of Transportation, *Standard Specifications for Road and Bridge Construction*, author, Tallahassee, Florida, January, 2018.



provide uniform minimum standards and criteria for design, specifications and construction of public and private streets, highways, bridges, sidewalks, driveways, curbs, curb ramps, bicycle paths, drainage and stormwater management facilities, water, electric, telephone, cable and wastewater utilities.

These specifications and standards provide basic guidelines for developing these facilities in order to maintain uniform and reasonable operating characteristics and shall be applied to all new construction projects and on all reconstruction projects to the extent that economic and environmental considerations and existing development will allow. If practical difficulties prevent strict compliance with these Technical Specifications, the Building Official may consent to minor deviations from the Technical Specifications, which consent may not be unreasonably withheld.

ROADWAY DESIGN AND CONSTRUCTION CRITERIA:

Roadway design and construction criteria shall conform to the criteria contained within this Document, and, as referenced in criteria contained in the following publications and other applicable publications:

FDOT	Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (Florida Green Book), 2016.
FDOT	Roadway Plans Preparation Manual (Florida Design Manual), 2017.
FDOT	Standard Specifications for Road and Bridge Construction, 2018.
FDOT	Procedures Manual for Flexible Pavement Design, 2018.
FDOT	Utility Accommodation Guide, 2010.
FDOT	Roadway and Traffic Design Standards (Standard Plans) 2000.
FDOT	Drainage Manual, 2017.
PINELLAS COUNTY	Stormwater Manual, dated February 1, 2017.
AASHTO	A Policy on Geometric Design of Highways and Streets, 2018.
OSHA	All OSHA Safety Regulations.
USDOT, FHWA	Manual on Uniform Traffic Control Devices for Streets and Highways, (MUTCD), 2009 as revised through May, 2012.

Manual References:

FDOT	Florida Department of Transportation.
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Town of Redington Beach
Resolution 2019-____
1st Ed, Technical Specifications – SWALES
Ordinance 2018-05
Right-of-Way Utilization/ Driveway Connections
As approved by LPA 12/19/18 and revised by Staff 2/27/19

AASHTO American Association of State Highway Transportation Officials.
ITE Institute of Transportation Engineers.
OSHA Occupational Safety and Health Administration.
USDOT United States Department of Transportation.
FHWA Federal Highway Administration.

The foregoing publications shall be considered as an integral part of this Document and are incorporated herein and made a part hereof by reference.

Where this document refers to guidelines and design standards given by reference in other manuals, those guidelines and standards shall be considered as minimum criteria and are to be considered as the requirements within the authority of these Technical Specifications. In those instances, where a design criteria, specification or method of testing or construction is not specifically addressed in these Technical Specifications, then the governing authority will be that contained in these other referenced manuals cited and referenced in this Document.

In the event that provisions of the governing documents conflict with one another, then the applicable regulation shall be determined in the following order:

- Federal law
- State law
- Pinellas County Code and regulations
- Town of Redington Beach Code
- These Technical Specifications

Except for the swale regulations, these Technical Specifications are adapted from the FDOT's *Standard Specifications for Road and Bridge Construction*, 2018. References denoted in brackets [Section __] not described in these Technical Specifications are to FDOT's *Standard Specifications for Road and Bridge Construction*, 2018, which specifications are incorporated herein and made a part hereof of reference.

3.5.5.15. SWALE DRAINAGE.

1. *Roadside swale geometry.* Side slopes of roadside swales/ditches shall be no steeper than three to one. The minimum shoulder width for new roadways shall be eight feet or, if greater, as required by the *Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways*, 2016. Swales and sidewalks shall be located within the road right-of-way. Minimum bottom width of swales shall be two feet, and the minimum depth



Town of Redington Beach
Resolution 2019-__
1st Ed, Technical Specifications – SWALES
Ordinance 2018-05
Right-of-Way Utilization/ Driveway Connections
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of swales interconnected by sidedrains shall be 18 inches below the edge of the pavement. The minimum depth of retention swales or swales associated with pipe collection systems that enable a shallower design (e.g., swale over pipe systems and swales upstream of pipe) shall be sufficient to assure no flooding of the edge of pavement or adjacent properties during the design storm event.

2. *Constrained Rights-of-Way.* For roadways constrained by existing rights-of-way, shoulder and roadside swale design shall conform to the minimum requirements of the *Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways*, 2016. Where such conformity is not possible, shoulder and swale design may be further reduced to the minimums cited by *A Policy on Geometric Design of Highways and Streets*, American Association of State Highway Transportation Officials (AASHTO) following approval of the Engineer of Record for the project under construction. If there is no Engineer of Record for the project, then the Building Official, in consultation with the Building Commissioner and the Town Clerk shall approve or disapprove the nonconformity.

3.5.5.16. SWALE EROSION PROTECTION.

1. *Erosion Protection.* Swales shall be provided with permanent erosion protection. Such protection may be sod or turf, using an approved type grass, or other approved vegetation. Sodding, if used, shall begin at the roadway edge-of pavement and extend to the top of the swale backslope.

2. *Slopes.* All swale slopes shall be stabilized to prevent erosion.

3.5.5.17 SUPPLEMENTAL SWALE CRITERIA REQUIREMENT.

1. *Front Yard Swales.* Front yard swales to be clear, restored, protected and maintained by the property owner at all times to include the following elements:

- a. Disturbed-damaged swale geometry due to non-permitted parking or driveway usage;
- b. Obstructed-occupied swale area due to landscape, hardscape or other at-grade features;
- c. New-restored swale geometry area due to new home construction per these Technical Specification criteria;
- d. Sodded, grassed, mulched or other surface treatment to avoid movement of soils.



- e. Pre-construction and post-construction (as built) topographic surveys are required for any work causing manipulation or disturbance of right-of-way frontage. All survey shall be performed by a Professional Surveyor & Mapper licensed in the State of Florida.

3.5.5.18 SWALE DRAINAGE PIPE AT DRIVEWAY CRITERIA REQUIREMENT.

1. *Placement.* For new driveway replacements, construction of dwelling structure upgrades, and lawn frontage area improvements, swale drainage pipe at driveway criteria requirements shall be in conformance with and complied to the below directives, as generally shown on the sketch on the following page.
- a. Driveway drainage pipe shall not be less than 6 inches (6") in diameter, certified to accommodate minimum load rating for residential commercial vehicles by property owner to Town of Redington Beach, and not to exceed a total of three (3) barrels side by side;
 - b. Driveway cover shall be a minimum of six inches (6") between top of drain piping elevation to the finished driveway elevation along pipe alignment;
 - c. Application of drainage pipe to be used only when driveway slope can be designed and constructed to provide a straight grade profile from dwelling finished floor elevation to existing edge of roadway pavement elevation and maintaining the above referenced 6" of cover;
 - d. End treatment of driveway drainage pipe shall be provided to protect pipe material and to avoid blockage of swale storm water conveyance.

SECTION 120 EXCAVATION AND EMBANKMENT

120-1 Description.

120-1.1 General: Excavate and construct embankments as required for the restoration of roadway, ditches, channel changes and borrow material. Use suitable excavated material or authorized borrow to prepare subgrades and foundations. Construct embankments in accordance with FDOT's *Standard Plans*, Index 120-001. Compact and dress excavated areas and embankments.

Meet the requirements of [Section 110] for excavation of material for clearing and grubbing and [Section 125] for excavation and backfilling of structures and pipe. Material displaced by the storm sewer or drainage structure system is not included in the earthwork quantities shown in the Plans.



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1
2 **120-2 Disposal of Surplus and Unsuitable Material.**
3

4 *120-2.1 Ownership of Excavated Materials:* Dispose of surplus and excavated materials as
5 shown in the Plans or, if the Plans do not indicate the method of disposal, take ownership of the
6 materials and dispose of them outside the right-of-way.
7

8 *120-2.2 Disposal of Paving Materials:* Unless otherwise noted, take ownership of paving
9 materials, such as paving brick, asphalt block, concrete slab, sidewalk, curb and gutter, etc.,
10 excavated in the removal of existing pavements, and dispose of them outside the right-of-way.
11 If the materials are to remain the property of the Town, place them in neat piles as directed.
12 Existing limerock base that is removed may be incorporated in the stabilized portion of the
13 subgrade. If the construction sequence will allow, incorporate all existing limerock base into the
14 project as allowed by the Permit Plans.
15

16 *120-2.3 Disposal Areas:* Where the Permit Plans require disposal of excavated materials outside
17 the right-of-way, and the disposal area is not indicated in the Permit Plans, furnish the disposal
18 area without additional compensation.

19 Provide areas for disposal of removed paving materials out of sight of the project and, if
20 disposed of within the jurisdictional limits of the Town, subject to the approval of the Building
21 Official, in consultation with the Town Public Works Commissioner and the Town Clerk.
22
23

24 **120-3 Materials for Embankment.**
25

26 *120-3.1 Use of Materials Excavated from the Roadway and Appurtenances:* Assume
27 responsibility for determining the suitability of excavated material for use on the project in
28 accordance with the applicable Permit Plans. Consider the sequence of work and maintenance of
29 traffic phasing in the determination of the availability of this material.
30

31 *120-3.2 Materials Used at Pipes, Culverts, etc.:* Construct embankments over and around pipes,
32 culverts, and bridge foundations with selected materials.
33
34

35 **120-4 Compaction Requirements.**
36

37 *120-4.1 Moisture Content:* Compact the materials at a moisture content such that the specified
38 density can be attained. If necessary to attain the specified density, add water to the material, or
39 lower the moisture content by manipulating the material or allowing it to dry, as is appropriate.



1
2 **120-4.2 Compaction of Embankments:**
3

4 *120-4.2.1 General:* Uniformly compact each layer, using equipment that will achieve the
5 required density, and as compaction operations progress, shape and manipulate each layer as
6 necessary to ensure uniform density throughout the embankment.
7

8 *120-4.2.2 Compaction of Grassed Shoulder Areas:* For the upper 6 inch layer of all shoulders
9 which are to be grassed, since no specific density is required, compact only to the extent directed.
10

11 *120-4.2.3 Compaction of Grassed Embankment Areas:* Do not compact the outer layers of any
12 embankments where plant growth will be established. Leave this layer in a loose condition to a
13 minimum depth of 6 inches for the subsequent seeding or planting operations. Do not place RAP
14 (recycled asphalt pavement) or RAP blended material within the top 12 inches of areas to be
15 grassed.
16

17 *120-4.3 Compaction for Pipes, Culverts, etc.:* Compact the backfill of trenches to the densities
18 specified for embankment or subgrade, as applicable, and in accordance with the requirements of
19 [Section 125-9.2].

20 Thoroughly compact embankments over and around pipes, culverts, and bridges in a
21 manner which will not place undue stress on the structures, and in accordance with the
22 requirements of [Section 125-9.2].
23

24 *120-4.4 Compaction of Subgrade:* If the Plans do not provide for stabilizing, compact the
25 subgrade as defined in 1-3 in both cuts and fills, to the density specified in [Section 120-10.2].
26 For cut areas, determine Standard Proctor Maximum Density in accordance with AASHTO
27 Standard FM 1-T099 at a frequency of one per mile or when there is a change in soil type,
28 whichever occurs first. For undisturbed soils, do not apply density requirements where
29 constructing paved shoulders 5 feet or less in width.

30 Where trenches for widening strips are not of sufficient width to permit the use of
31 standard compaction equipment, perform compaction using vibratory rollers, trench rollers, or
32 other type compaction equipment approved by the Engineer of Record. Maintain the required
33 density until base or pavement is placed on the subgrade.
34

35 *120-5 Maintenance and Protection of Work.* While construction is in progress, maintain
36 adequate drainage for the roadbed at all times. Maintain a shoulder at least 3 feet wide adjacent
37 to all pavement or base construction in order to provide support for the edges.

38 Maintain all earthwork construction throughout the life of the project, and take all
39 reasonable precautions to prevent loss of material from the roadway due to the action of wind or



1 water. Repair, at no expense to the Town except as otherwise provided herein, any slides,
2 washouts, settlement, subsidence, or other mishap which may occur prior to final acceptance of
3 the work. Perform maintenance and protection of earthwork construction in accordance with
4 [Section 104]. Maintain all channels excavated as a part of the project work against natural
5 shoaling or other encroachments to the lines, grades, and cross-sections shown in the Plans, until
6 final acceptance of the project.
7
8

9 **SECTION 125 EXCAVATION FOR STRUCTURES AND PIPE**

10 **125-1 Description.**

11 Excavate for box culverts, pipes, retaining walls, headwalls for pipes and drains, catch
12 basins, drop inlets, manholes, and similar structures. Construct and remove cofferdams,
13 sheeting, bracing, etc.; pump or otherwise dewater foundations; remove and dispose of any
14 existing structures or portions of structures not covered by other items in the project, including
15 foundations, abutments, piers, wings, and all other materials, obstructions, etc., found necessary
16 to clear the site for the proposed work; backfill, dispose of surplus material, and perform final
17 cleaning, as may be necessary for the proper execution of the work. This Section does not
18 include excavation for bases or pavements, curbs, curb and gutter, valley gutter, ditch pavement,
19 or rubble gutter.
20
21

22 *125-1.1 Trench Excavation Safety System and Shoring, Special (Trench Excavation):* When
23 performing trench excavation in excess of 5 feet in depth, comply with the Occupational Safety
24 and Health Administration's (OSHA) trench safety standards, 29 CFR 1926, Subpart P, 1989, as
25 amended through January 2, 2019. Ensure that trench boxes are wide enough to accommodate
26 compaction and density testing.

27 Submission of a trenching plan bid and subsequent construction of the project will serve
28 as certification that all trench excavation in excess of 5 feet in depth will be in compliance with
29 Section 553.62, Florida Statutes.

30 Consider all available geotechnical information when designing the trench excavation
31 safety system.

32 Consider these and any more stringent trench safety standards as minimum Contract
33 requirements.
34
35

36 **125-2 Classification.**

37 Consider all materials excavated as unclassified and as excavation regardless of the material
38 encountered.
39



1 **125-3 Excavation.**

2 *125-3.1 Requirements for all Excavation:* Perform all excavation to foundation materials,
3 satisfactory to the Engineer of Record, regardless of the elevation shown in the Plans. Remove
4 rock, boulders or other hard lumpy or unyielding material to a depth of 12 inches below the
5 bottom of pipes and box culverts elevations. Remove muck or other soft material to the depth
6 indicated in the Plans or as directed by the Engineer of Record.
7

8 *125-3.2 Pipe Trench Excavation:* Excavate trenches for pipes to the elevation of the bottom of
9 the pipe and to a width sufficient to provide adequate working room. Remove soil not meeting
10 the classification specified as suitable backfill material in [Section 125-8.3.2.2], to a depth of 4
11 inches below the bottom of the pipe elevation. Where the soils permit, ensure that the trench
12 sides are vertical up to at least the mid-point of the pipe.

13 For pipe lines placed above the natural ground line, place and compact the embankment,
14 prior to excavation of the trench, to an elevation at least 2 feet above the top of the pipe and to a
15 width equal to four pipe diameters, and then excavate the trench to the required grade.

16 For pipe trenches utilizing trench boxes, ensure that the trench box used is of sufficient
17 width to permit thorough tamping of bedding material under and around the pipes as specified in
18 [Section 125-8.1.6].

19 Do not disturb the installed pipe and its embedment when moving trench boxes. Move
20 the trench box carefully to avoid excavated wall displacement or damage. As the trench box is
21 moved, fill any voids left by the trench box and continuously place and compact the backfill
22 material adjacent to and all along the side of the trench box walls to fill any voids created by the
23 trench box.
24

25
26 **125-4 Backfilling.**

27
28 *125-4.1 General Requirements for Structures and Pipe:*

29 *125-4.1.1 General:* Backfill in the dry whenever normal dewatering equipment and methods can
30 accomplish the needed dewatering. A lot is defined as one lift of backfill material placement, not
31 to exceed 500 feet in length or a single run of pipe connecting two successive structures,
32 whichever is less. Backfill for structures and pipe compacted in one operation will be considered
33 as one lot within the cover zone. Backfill around structures compacted separately from the pipe
34 will be considered as separate lots. Backfill on each side of the pipe for the first lift will be
35 considered a separate lot. Backfill on opposite sides of the pipe for the remaining lifts will be
36 considered separate lots, unless the same compactive effort is applied. Same compactive effort is
37 defined as the same type of equipment (make and model) making the same number of passes on
38 both sides of the pipe. For multiple phase backfill, a lot shall not extend beyond the limits of the
39 phase.



1 When placing backfill within trench box each lift of backfill is considered a lot.
2 Placement of backfill within trench box limits will be considered a complete operation before
3 trench box is moved for next backfill operation. When the trench box is moved for next backfill
4 operation this will start new lots for each lift. Follow the density testing frequency in [Section
5 125-9.3.1].
6

7 *125-4.1.2 Equipment and Methods:* Provide normal dewatering equipment including, but not
8 limited to, surface pumps, sump pumps, wellpoints and header pipe and trenching/digging
9 machinery. Provide normal dewatering methods including, but not limited to, constructing
10 shallow surface drainage trenches/ditches, using sand blankets, perforated pipe drains, sumps and
11 siphons.
12

13 *125-4.1.3 Backfill Materials:* Backfill to the original ground surface or subgrade surface of
14 openings made for structures, with a sufficient allowance for settlement. The Engineer of Record
15 may require that the material used for this backfill be obtained from a source entirely apart from
16 the structure. Use only material accepted by the Engineer of Record.

17 Do not allow heavy construction equipment to cross over culvert or storm sewer pipes
18 until placing and compacting backfill material to the finished earthwork grade or to an elevation
19 at least 4 feet above the crown of the pipe.
20

21 *125-4.1.4 Use of A-7 Material:* In the backfilling of trenches, A-7 material, as defined in the
22 AASHTO Soil Classification System, may be used from a point 12 inches above the top of the
23 pipe up to the elevation shown in the FDOT's Standard Plans as the elevation for undercutting of
24 A-7 material.
25

26 *125-4.1.5 Time of Placing Backfill:* Do not place backfill against any masonry or concrete
27 abutment, wingwall, or culvert until the Engineer of Record has given permission to do so, and in
28 no case until the masonry or concrete has been in place seven days or until the specified 28 day
29 compressive strength occurs.
30

31 *125-4.1.6 Placement and Compaction:* Place the material in horizontal layers not exceeding 6
32 inches compacted thickness, in depth above water level, behind abutments, wingwalls and end
33 bents or end rest piers, under the haunches of the pipes and around box culverts and all structures
34 including pipe culverts. When the backfill material is deposited in water, compact as specified in
35 [Section 125-8.2.5] and [Section 125-8.3.4].
36
37

38 **125-5 Site Restoration.**

39 Wherever the existing site is disturbed solely for the purpose of constructing or removing box



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culverts, pipes, inlets, manholes, etc., completely replace and restore the site to the Town of Redington Beach and the Engineer of Record's satisfaction.

125-6 Cleaning Up.

Upon completion of the work, leave the structure and all adjacent areas in a neat and presentable condition, clear up all temporary structures, rubbish and surplus materials and leave the space under the structure unobstructed and in such shape that drift will not collect nor scour or be induced. Pile all material from existing structures that have been removed neatly on the bank, unless otherwise directed by the Engineer of Record. Pull false work piling unless the Engineer of Record permits it to be cut or broken off in which case it will be cut or broken off at least 2 feet below the ground line or stream bed.

SECTION 520 CONCRETE GUTTER, CURB ELEMENTS

520-1 Description.

Construct Portland cement concrete curb. Curb will include concrete curb and gutter, concrete traffic separator, valley gutter, special concrete gutter, curb for sidewalk curb ramps and driveways, and any other types of concrete curb not specified in other Sections.

520-2 Materials.

520-2.1 Concrete: Use concrete meeting the requirements of [Section 347].

520-2.2 Reinforcement: For all steel reinforcement required by the Plans, meet the requirements of [Section 415].

520-2.3 Joint Materials: Meet the requirements of [Section 932].

520-3 Forms.

520-3.1 Form Materials: Construct forms for this work of either wood or metal. Provide forms that are straight, free from warp or bends, and of sufficient strength, when staked, to resist the pressure of the concrete without deviation from line and grade. For all items constructed on a radius, use flexible forms.



1 **520-3.2 Depth of Forms:** Ensure that forms have a depth equal to the plan dimensions for the
2 depth of concrete being deposited against them.

3
4 **520-3.3 Machine Placement:** The Contractor may place these items by machine methods with the
5 approval of the Engineer of Record provided that the Contractor consistently produces an
6 acceptable finished product, true to line, grade, and cross section.

7
8
9 **520-4 Excavation.**

10 Excavate to the required depth, and compact the foundation material upon which these items are
11 to be placed as specified in [Section 120-9].

12
13
14 **520-5 Placing Concrete.**

15 Place the concrete in the forms, and tamp and spade it to prevent honeycombing, and until the top
16 of the structure can be floated smooth and the edges rounded to the radius shown in the Plans.

17
18
19 **520-6 Joints.**

20 **520-6.1 Contraction Joints:** Except for machine placed items, the Contractor may form joints by
21 using dummy joints (either formed or sawed) or by using sheet metal templates. If using sheet
22 metal templates, ensure that they are of the dimensions, and are set to the lines, shown in the
23 Plans. Hold templates firmly while placing the concrete. Leave templates in place until the
24 concrete has set sufficiently to hold its shape, but remove them while the forms are still in place.

25 Saw contraction joints, for machine placed items, unless the Engineer of Record approves
26 an alternate method. Saw the joints as soon as the concrete has hardened to the degree that
27 excessive raveling will not occur and before uncontrolled shrinkage cracking begins.

28 Space contraction joints at intervals of 10 feet except where closure requires a lesser
29 interval, but do not allow any section to be less than 4 feet in length.

30
31 **520-6.2 Expansion Joints:** Construct expansion joints at all inlets, at all radius points, and at
32 other locations indicated in the Plans. Locate them at intervals of 500 feet between other
33 expansion joints or ends of a run. Ensure that the joint is ½ inch in width.

34
35
36 **520-7 Finishing.**

37 **520-7.1 Repair of Minor Defects:** Remove the forms within 24 hours after placing the concrete,
38 and then fill minor defects with mortar composed of one part Portland cement and two parts fine
39 aggregate. The Engineer of Record may not allow plastering on the face of the curb. Remove



and replace any rejected curb, curb and gutter, or valley gutter without additional compensation.

520-7.2 Final Finish: Finish all exposed surfaces while the concrete is still green. In general, the Engineer of Record will only require a brush finish. For any surface areas, however, which are too rough or where other surface defects make additional finishing necessary, the Engineer of Record may require the Contractor to rub the curb to a smooth surface with a soft brick or wood block, using water liberally. Also, if necessary to provide a suitable surface, the Engineer of Record may require the Contractor to rub further, using thin grout or mortar.

520-8 Curing.

520-8.1 General: Continuously cure the concrete for a period of at least 72 hours. Commence curing after completely finishing and as soon as the concrete has hardened sufficiently to permit application of the curing material without marring the surface. Immediately replace any curing material removed or damaged during the 72 hour period.

After removing the forms, cure the surfaces exposed by placing a berm of moist earth against them or by any of the methods described below, for the remainder of the 72 hour curing period.

520-8.2 Wet Burlap Method: Place burlap, as specified in [Section 925-1], over the entire exposed surface of the concrete, with sufficient extension beyond each side to ensure complete coverage. Overlap adjacent strips a minimum of 6 inches. Hold the burlap securely in place such that it will be in continuous contact with the concrete at all times, and do not allow any earth between the burlap surfaces at laps or between the burlap and the concrete. Saturate the burlap with water before placing it, and keep it thoroughly wet throughout the curing period.

520-8.3 Membrane Curing Compound Method: Apply clear membrane curing compound or white pigmented curing compound, as specified in [Section 925-2], by a hand sprayer meeting the requirements of [Section 350-3.10], in a single coat continuous film at a uniform coverage of at least one gallon per 200 square feet. Immediately recoat any cracks, checks, or other defects appearing in the coating. Thoroughly agitate the curing compound in the drum prior to application, and during application as necessary to prevent settlement of the pigment.

520-9 Backfilling and Compaction.

After the concrete has set sufficiently, but not later than three days after pouring, refill the spaces in front and back of the curb to the required elevation with suitable material. Place and thoroughly compact the material in layers not thicker than 6 inches.



1 **520-10 Surface Requirements.**

2 Test the gutter section of curb and gutter with a 10 foot straightedge laid parallel to the centerline
3 of the roadway and while the concrete is still plastic. Perform straight edging along the edge of
4 the gutter adjacent to the pavement or along other lines on the gutter cross-section, as directed by
5 the Engineer of Record. Immediately correct irregularities in excess of 1/4 inch.
6

7
8 **SECTION 522 CONCRETE SIDEWALK AND DRIVEWAYS**
9

10 **522-1 Description.**

11 Construct concrete sidewalks and driveways. Sidewalk will include sidewalk curb ramps.
12

13
14 **522-2 Materials.**

15 Meet the requirements specified in [Section 520-2.]
16

17
18 **522-3 Forms.**

19 Provide forms as specified in [Section 520-3].
20

21
22 **522-4 Foundation.**

23 Compact fill areas, including cut areas under the sidewalk that have been excavated more than 6
24 inches below the bottom of sidewalk, to a minimum of 95% of AASHTO T99 density.

25 The area to be compacted is defined as that area directly under the sidewalk and 1 foot
26 beyond each side of the sidewalk when right-of-way allows.
27

28
29 **522-5 Joints.**
30

31 *522-5.1 Expansion Joints:* Form ½ inch expansion joints between the sidewalk and the curb or
32 driveway or at fixed objects and sidewalk intersections with a preformed joint filler meeting the
33 requirements specified in [Section 932-1.1].
34

35
36 *522-5.2 Contraction Joints:*

37 *522-5.2.1 Types:* The Contractor may use open type or sawed contraction joints.
38

39 *522-5.2.2 Open-Type Joints:* Form open type contraction joints by staking a metal bulkhead in



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place and depositing the concrete on both sides. After the concrete has set sufficiently to preserve the width and shape of the joint, remove the bulkhead. After finishing the sidewalk over the joint, edge the slot with a tool having a ½ inch radius.

522-5.2.3 Sawed Joints: If electing to saw the contraction joints, cut a slot approximately 3/16 inch wide and not less than 1-1/2 inches deep with a concrete saw after the concrete has set, and within the following periods of time:

Joints at not more than 30 feet intervals

.....within 12 hours after finishing.

Remaining joints within 96 hours after finishing.

522-6 Placing Concrete.

Place the concrete as specified in 520-5.

522-7 Finishing.

522-7.1 Screeding: Strike-off the concrete by means of a wood or metal screed, used perpendicular to the forms, to obtain the required grade and remove surplus water and laitance.

522-7.2 Surface Requirements: Imprint concrete as detailed in the Plans, otherwise provide a broom finish. Ensure that the surface variations are not more than 1/4 inch under a 10 foot straightedge or more than 1/8 inch on a 5 foot transverse section. Finish the edge of the sidewalk with an edging tool having a radius of ½ inch.

522-8 Curing.

Cure the concrete as specified in 520-8.

SECTION 570 PERFORMANCE TURF

570-1 Description.

Establish a growing, healthy turf over all areas designated in the Plans. Use sod in areas designated in the Plans to be sodded. Use seed, hydroseed, bonded fiber matrix, or sod in all other areas. Maintain turf areas until final acceptance of all contract work in accordance with [Section 5-11].



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1 **570-2 Materials.**

2 Meet the following requirements:

3 Turf Materials[Section 981]

4 Fertilizer.....[Section 982]

5 Water.....[Section 983]

8 **570-3 Construction Methods**

11 *570-3.1 General:* Incorporate turf installation into the project at the earliest practical time.

12 Shape the areas to be planted to the plan typical sections and lines and grade shown in the Permit Plans.

13 Except in areas where the Permit Plans requires specific types of grass to match adjoining private property, any species of grass designated in [Section 981] may be used. Use the methods and materials necessary to establish and maintain the initial grassing until acceptance of the Contract work in accordance with [Section 5-11]. All of the permanent grassing material shall be in place prior to final acceptance.

14 Complete all grassing on shoulder areas prior to the placement of the friction course on adjacent pavement.

15 *570-3.2 Seeding:* At the Contractor's option, wildflower seed may be included in the turf seeding operation or performed separately from the turf seeding. Use of compost meeting the requirements of [Section 987] as mulch is acceptable unless otherwise specified.

16 *570-3.3 Sod:* Place the sod on the prepared surface, with edges in close contact. Do not use sod which has been cut for more than 48 hours.

17 Place the sod to the edge of all landscape areas as shown in the Plans and the FDOT's Standard Plans. Place rolled sod parallel with the roadway and cut any exposed netting even with the sod edge.

18 Monitor placed sod for growth of pest plants and noxious weeds. If pest plants and/or noxious weeds manifest themselves within 30 days of placement of the sod during the months April through October, within 60 days of placement of the sod during the months of November through March treat affected areas by means acceptable to the Town at no expense to the Town. If pest plants and/or noxious weeds manifest themselves after the time frames described above from date of placement of sod, the Engineer of Record, at his sole option, will determine if treatment is required

19 *570-3.4 Watering:* Water all turf areas as necessary to produce a healthy and vigorous stand of turf. Ensure that the water used for turf irrigation meets the requirements of [Section 983].



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1 570-3.5 *Fertilizing*: Fertilize as necessary based on soil testing performed in accordance with
2 [Section 162]. Refer to [Section 982] for fertilizer rates.
3



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EXHIBIT A-2
TECHNICAL DETAILS



EXHIBIT 'A-2' - TECHNICAL DETAILS

**Town of Redington Beach
105 164th Ave.
Redington Beach, FL 33708
Phone (727) 391-3875**

RIGHT-OF-WAY UTILIZATION PERMIT DETAILS

DECEMBER 4, 2018

Town of Redington Beach
105 164th Ave.
Redington Beach, FL 33708
Phone (727) 391-3875



RIGHT-OF-WAY UTILIZATION PERMIT DETAILS

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RT-04	Paving Restoration Detail
RT-05	Milling and Resurfacing Various Roads
RT-06	Curb and Gutter
RT-07	Drive Way
RT-08	Jack and Bore Under Roadway

DUST CONTROL NOTES

DEFINITION:

REDUCING SURFACE AND AIR MOVEMENT OF DUST DURING LAND DISTURBING, DEMOLITION AND CONSTRUCTION ACTIVITIES.

PROPOSE:

TO PREVENT SURFACE AND AIR MOVEMENT OF DUST FROM EXPOSED SOIL SURFACES AND REDUCE THE PRESENCE OF AIRBORNE SUBSTANCES WHICH MAY BE HARMFUL OR INJURIOUS TO HUMAN HEALTH, WELFARE, OR SAFETY, OR TO ANIMAL OR PLANT LIFE.

CONDITIONS WHERE PRACTICE APPLIES:

IN AREA SUBJECT TO SURFACE AND AIR MOVEMENT OF DUST WHERE ON -SITE AND OFF- SITE DAMAGE IS LIKELY TO OCCUR IF PREVENTIVE MEASURES ARE NOT TAKEN.

PLANNING CONSTRUCTIONS:

CONSTRUCTION ACTIVITIES INEVITABLY RESULT IN THE EXPOSURE AND DISTURBANCE OF SOIL. FUGITIVE DUST IS EMITTED BOTH DURING THE ACTIVITIES (I.E., EXCAVATION, DEMOLITION, VEHICLE TRAFFIC, HUMAN ACTIVITY) AND AS A RESULT OF WIND EROSION OVER THE EXPOSED EARTH SURFACES. LARGE QUANTITIES OF DUST ARE TYPICALLY GENERATED IN "HEAVY" CONSTRUCTION ACTIVITIES, SUCH AS ROAD AND STREET CONSTRUCTION AND SUBDIVISION, COMMERCIAL AND INDUSTRIAL DEVELOPMENT, WHICH INVOLVE DISTURBANCE OF SIGNIFICANT AREAS OF SOIL SURFACE. RESEARCH AT CONSTRUCTION SITES HAS ESTABLISHED AN AVERAGE DUST EMISSION RATE OF 1.2 TONS/ACRE/MONTH FOR ACTIVE CONSTRUCTION. EARTH- MOVING ACTIVITIES COMPRISE THE MAJOR SORES OF CONSTRUCTION DUST EMISSIONS, BUT TRAFFIC AND GENERAL DISTURBANCE OF THE SOIL ALSO GENERATE SIGNIFICANT DUST EMISSION. IN PLANNING FOR DUST CONTROL, IT SHOULD BE OBVIOUS THAT THE LESS SOIL IS EXPOSED AT ANY ONE TIME, THE LESS POTENTIAL THERE WILL BE FOR DUST GENERATION. PHASING A PROJECT AND UTILIZING TEMPORARY STABILIZATION PRACTICES UPON THE COMPLETION OF GRADING CAN SIGNIFICANTLY REDUCE DUST EMISSION.

TEMPORARY MEASURES:

1. MULCHES- A NATURAL OR ARTIFICIAL LAYER OF PLANT MATERIALS OR OTHER MATERIALS THAT WILL NOT FLOAT OR WASH AWAY.
2. VEGETATIVE- TEMPORARY SEEDING OR GROUND COVERS.
3. TILLAGE- THIS PRACTICE IS DESIGNED TO ROUGHEN AND BRING CLODS TO THE SURFACE. IT IS AN EMERGENCY MEASURE WHICH SHOULD BE USED BEFORE WIND EROSION STARTS. BEGIN PLOWING ON WINDWARD SIDE OF SITE. CHISEL -TYPE PLOWS (WITH 12-INCH SPACING), SPRING -TOOTHED HARROWS, AND SIMILAR PLOWS ARE EXAMPLES OF EQUIPMENT WHICH MAY PRODUCE THE DESIRED EFFECT.
4. IRRIGATION- THIS IS GENERALLY DONE AS AN EMERGENCY TREATMENT. SITE IS SPRINKLED WITH WATER UNTIL THE SURFACE IS WET. REPEAT AS NEEDED. TO PREVENT CARRYOUT OF MUD ONTO STREETS, REFER TO TEMPORARY GRAVEL CONSTRUCTION ENTRANCE.
5. BARRIERS- SOLID BOARD FENCE, BUR LAY FENCE, CREATE WALLS, BALES OF HAY AND SIMILAR MATERIAL CAN BE USED TO CONTROL AIR CURRENTS AND AT INTERVALS OF ABOUT 15 TIMES THE BARRIER HEIGHT ARE EFFECTIVE IN CONTROLLING WIND EROSION.
6. PERMANENT VEGETATION- PERMANENT SEEDING AND PERMANENT STABILIZATION WITH SOD.
7. TOP SOILING- THIS ENTAILS COVERING THE SURFACE WITH LESS EROSION SOIL MATERIAL.
8. STONE- COVER SURFACE WITH CRUSHED STONE OR COARSE GRAVEL.



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TOWN CLERK MISSY CLARKE	DRAWING SCALE NOT TO SCALE	

SEDIMENT AND EROSION CONTROL MEASURES NOTES PAGE 1 OF 2

1. SEDIMENT AND EROSION AND TURBIDITY CONTROL MEASURES ARE PART OF THE TOWN'S NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT ISSUED BY THE US ENVIRONMENTAL PROTECTION AGENCY (EPA), THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE FLORIDA WATER MANAGEMENT DISTRICT. PERMITS SHALL BE STRICTLY ENFORCED BY THE TOWN AND THESE AGENCIES.
2. ALL SEDIMENT AND EROSION CONTROL DEVICES SHALL BE IN PLACE PRIOR TO THE BREAKING GROUND PROCESS AND PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES INCLUDING DEMOLITION ACTIVITIES.
3. SILT FENCE MUST WRAP ENTIRE AREA OF CONSTRUCTION UNLESS DIRECTED OTHERWISE BY THE TOWN ENGINEER. FINAL LOCATIONS OF TURBIDITY CONTROL DEVICES MAY BE ADJUSTED AS DIRECTED BY THE TOWN ENGINEER OR REPRESENTATIVES OF THE PERMITTING AGENCIES WITHOUT ADDITIONAL COMPENSATION.
4. UNTIL COMPLETION OF INSTALLATION OF THE TURBIDITY AND SEDIMENT CONTROL DEVICE, THE CONTRACTOR CANNOT "BREAK GROUND " OR PERFORM ANY LAND CLEARING ACTIVITIES INCLUDING, BUT NOT LIMITED TO, TREE REMOVAL, DEMOLITION, SCALPING, DIGGING, OR STOCKPILING OF DIRT UNTIL EROSION CONTROL DEVICE ARE APPROVED AND SIGNED OFF BY THE INSPECTOR.
5. INSPECTION AND MAINTENANCE OF SEDIMENT AND EROSION, AND TURBIDITY CONTROL MEASURES SHALL BE A CONTINUING FUNCTION OF THE CONTRACTOR WITHOUT ADDITIONAL COMPENSATION FOR THE DURATION OF THE PROJECT AND UNTIL A CERTIFICATE OF OCCUPANCY IS ISSUED. REMOVAL OF ALL SEDIMENT, EROSION AND TURBIDITY CONTROL DEVICES PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY MUST BE APPROVED BY THE TOWN. MAINTAINANCE OF THESE DEVICES SHALL BE AS DIRECTED BY THE TOWN ENGINEER.
6. THE LIFE CYCLE OF SILT SCREEN AND HAY BALES IS LIMITED. SILT FENCES HAVE A MAXIMUM USABLE LIFE OF 6 MONTHS AND THE USABLE LIFE OF HAY BALES IS 3 MONTHS. SILT SCREENS AND HAY BALES SHALL BE REPLACED AT THE END OF THEIR USABLE LIFE. THE TOWN ENGINEER MAY REQUIRE REPLACEMENT PRIOR TO THE USABLE LIFE BASED UPON FIELD CONDITIONS. ADDITIONAL TURBIDITY AND/OR SEDIMENT CONTROL DEVICES MAY REQUIRED AS DIRECTED BY THE ENGINEER.
7. PROTECTION OF EXISTING AND PROPOSED STORM SEWER SYSTEM: DURING CONSTRUCTION, ALL STORM SEWER INLETS IN THE VICINITY OF THE PROJECT SHALL BE PROTECTED BY APPROVED TURBIDITY CONTROL MEASURES AND SEDIMENT TRAPS SUCH AS SECURED HAY BALES, SILT FENCES, SOD, STONE, ECT. THESE DEVICES SHALL BE MAINTAINED, CLEANED, MODIFIED AND REPAIRED BY THE CONTRACTOR AS REQUIRED BY CONSTRUCTION PROGRESS OR AS DIRECTED BY THE ENGINEER (SEE FOOT INDEX NO. 102).
8. SEDIMENT TRAPPING MEASURES: SEDIMENT BASINS AND TRAPS, PERIMETER BEERS, FILTER FENCE, BERMS, SEDIMENT BARRIERS, VEGETATIVE BUFFERS AND OTHER MEASURES INTENDED TO TRAP SEDIMENT AND/OR PREVENT THE TRANSPORT OF SEDIMENT ONTO ADJACENT PROPERTIES, OR INTO EXISTING WATER BODIES, MUST BE INSTALLED, CONSTRUCTED OR, IN THE CASE OF VEGETATIVE BUFFER, PROTECTED FROM DISTURBANCE AS THE FIRST STEP IN THE LAND ALTERATION PROCESS.
9. ALL EROSION CONTROL DEVICES SHALL BE CHECKED DAILY, ESPECIALLY AFTER EACH RAINFALL EVENT AND SHALL BE CLEANED OUT AND/OR REPAIRED AS REQUIRED. ALL VIOLATIONS MUST BE REPORTED TO THE TOWN ENGINEER WITHIN 24 HOURS. COPIES OF THE STANDARD OPERATOR PROCEDURE FOR VIOLATION NOTICES ARE AVAILABLE FOR THE ENGINEERING DIVISION.
10. FULL SOD STABILIZATION SHALL OCCUR WITHIN 72 HOURS OF OBTAINING FINAL GRADE.
11. THE CONTRACTOR SHALL PROVIDE TURBIDITY BARRIERS AS DIRECTED BY THE TOWN ENGINEER TO CONTROL EROSION AND SEDIMENTATION FROM TAKING PLACE OUTSIDE THE LIMITS OF THE PROJECT. THE TURBIDITY BARRIERS SHALL BE PLACED IN ACCORDANCE WITH REQUIREMENTS OF THE TOWN'S ENGINEERING DESIGN AND CONSTRUCTION STANDARDS, MOST RECENT EDITION.
12. FAILURE TO COMPLY WITH EROSION CONTROL MEASURES WILL RESULT IN A NOTICE OF VIOLATION BEING ISSUED. THE NOTICE WILL STIPULATE THE TIME FRAME ALLOWED FOR COMPLIANCE. IF THE PROJECT IS NOT IN COMPLIANCE WITHIN THE TIME FRAME GIVEN, A STOP WORK ORDER WILL BE ISSUED.
13. DEMOLITION AND TYPICAL CONSTRUCTION PROJECTS USUALLY GENERATE LARGE AMOUNT OF DUST WITH SIGNIFICANT CONCENTRATIONS OF HEAVY METALS AND OTHER TOXIC POLLUTANTS. DUST CONTROL TECHNIQUES SHALL BE USED TO CONTROL DUST. SEDIMENT SHALL BE RETAINED ON SITE AND NOT BE ALLOWED TO RUN DIRECTLY INTO WATER COURSES OR STORM WATER CONVEYANCE SYSTEM. USE OF CALCIUM CHLORIDE, OIL OR OTHER CHEMICAL DUST AGENTS IS PROHIBITED, UNLESS APPROVED BY TOWN ENGINEER.
14. FOR PROJECTS OVER 1 ACRE THE PROJECT SHALL ADHERE TO THE REQUIREMENTS OF THE EPA AND FDEP NOTICE OF INTENT (NOI) TO USE THE NPDES GENERAL PERMIT AND STORM WATER POLLUTION PREVENTION PLAN (SWP3)



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TOWN CLERK
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DESCRIPTION:

**Sediment and Erosion
Control Measures Notes**

PUBLICATION DATE
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INDEX NUMBER:

SE-02

SEDIMENT AND EROSION CONTROL MEASURES NOTES

PAGE 2 OF 2

14. FOR PROJECTS OVER 1 ACRE THE PROJECT SHALL ADHERE TO THE REQUIREMENTS OF THE EPA AND FDEP NOTICE OF INTENT (NOI) TO USE THE NPDES GENERAL PERMIT AND STORM WATER POLLUTION PREVENTION PLAN (SWP3)
15. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH STORM WATER POLLUTION PREVENTION SHALL OBTAIN A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN (SWP3) AND THE STATE OF FLORIDA NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT (NPDES PERMIT) AND BECOME FAMILIAR WITH THEIR CONTENTS.
16. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING , EQUIPMENT CLEANING, ETC.) SHALL BE DISPOSED OF IN A MANNER THAT PREVENTS TRANSPORT OF THESE MATERIALS INTO STORM WATER CONVEYANCE SYSTEM.
17. NO RUBBISH, TRASH, GARBAGE, OR OTHER SUCH MATERIALS SHALL BE DISCHARGED IN DRAINAGE DITCH OR WATER OF THE STATE.
18. DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY IS PLANNED TO BE STOPPED FOR AT LEAST 21 DAYS, SHALL BE TEMPORARILY SEEDED AND MULCHED. THESE AREAS SHALL BE SEEDED AND MULCHED NO LATER THAN 3 DAYS FROM THE LAST CONSTRUCTION ACTIVITY OCCURRING IN THESE AREAS.
19. DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY HAS PERMANENTLY STOPPED SHALL BE PERMANENTLY SEEDED, AND MULCHED OR SODDED AS DIRECTED BY THE TOWN ENGINEER. THESE AREAS SHALL BE PERMANENTLY SEEDED OR SODDED NO LATER THAN 3 DAYS AFTER THE LAST CONSTRUCTION ACTIVITY OCCURRING IN THESE AREAS.
20. IF THE ACTION OF VEHICLES TRAVELING OVER THE GRAVEL CONSTRUCTION ENTRANCE IS NOT SUFFICIENT TO REMOVE THE MAJORITY OF DIRT OR MUD AS IDENTIFIED BY THE TOWN ENGINEER THEN THE TIRES MUST BE WASHED BEFORE THE VEHICLES ENTER A PUBLIC ROAD. IF WASHING IS USED, PROVISIONS MUST BE MADE TO INTERCEPT THE WASH WATER AND TRAP THE SEDIMENT BEFORE IT IS CARRIED OFF THE SITE. THE EXACT LOCATIONS SHALL BE COORDINATED WITH THE OWNERS CONSTRUCTION MANAGER. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING WASH WATER AT THE SITE.
21. ALL MATERIAL SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ROADWAYS OR INTO STORM DRAIN MUST BE REMOVED IMMEDIATELY. ROADWAYS AND RIGHT-OF-WAYS SHALL BE CLEANED DAILY BY A VACUUM STREET SWEEPER OR AS DIRECTED BY THE TOWN ENGINEER.
22. CONTRACTOR OR SUBCONTRACTORS WILL BE RESPONSIBLE FOR REMOVING SEDIMENT IN THE DETENTION POND AFTER THE STABILIZATION OF THE SITE AND ALSO ANY SEDIMENT THAT MAY HAVE COLLECTED IN THE STORM SEWER DRAINAGE SYSTEM.
23. IF SOIL STOCKPILING IS EMPLOYED ON THE SITE, SILT FENCES COVERING WITH PLASTIC TARP AND OTHER MEANS SHALL BE USED TO HELP CONTAIN THE SEDIMENT.
24. SLOPES SHALL BE LEFT IN A ROUGHENED CONDITION DURING THE GRADING PHASE TO REDUCE RUNOFF VELOCITIES AND EROSION OR TEMPORARY SEEDED AND MULCHED.
25. DUE TO THE GRADE CHANGES DURING THE DEVELOPMENT OF THE PROJECT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE EROSION CONTROL MEASURES (SILT FENCES, STRAW BALES, ECT.) TO HELP PREVENT EROSION AND STORM WATER POLLUTION.
26. ALL OFF SITE CONSTRUCTION SHALL BE STABILIZED AT EACH END OF EACH WORKING DAY, THIS INCLUDES BACK FILLING OF TRENCHES FOR STORM DRAIN CONSTRUCTION AND PLACEMENT OF GRAVEL OR BITUMINOUS PAVING FOR ROAD CONSTRUCTION.
27. ALL SEDIMENT AND EROSION CONTROL MEASURES SHALL BE MAINTAINED AND STAY IN PLACE UNTIL FINAL STABILIZATION HAS OCCURRED AND UNTIL APPROVED BY THE ENGINEERING INSPECTOR OR TOWN ENGINEER.



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DESCRIPTION:
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TEMPORARY GRAVEL CONSTRUCTION ENTRANCE AND EXIT NOTES

DEFINITION:

A STONE STABILIZER PAD LOCATED AT POINTS OF VEHICULAR INGRESS AND EGRESS ON A CONSTRUCTION SITE.

PURPOSE:

TO STABILIZE ENTRANCES TO THE CONSTRUCTION SITE AND REDUCE THE AMOUNT OF SEDIMENT TRANSPORTED ONTO PUBLIC ROADS AND STORM WATER SYSTEMS BY MOTOR VEHICLES OR RUNOFF.

CONDITIONS WHERE PRACTICE APPLIES:

WHEREVER TRAFFIC WILL BE LEAVING A CONSTRUCTION SITE AND MOVING DIRECTLY INTO A PUBLIC ROAD OR OTHER PAVED AREA.

PLANNING CONSIDERATIONS:

CONSTRUCTION ENTRANCES PROVIDE AN AREA WHERE MUD CAN BE REMOVED FROM CONSTRUCTION VEHICLE TIRES BEFORE THEY ENTER A PUBLIC ROAD. IF THE ACTION OF THE VEHICLE TRAVELING OVER THE GRAVEL PAD IS NOT SUFFICIENT TO REMOVE MOST OF THE MUD, THEN THE TIRES MUST BE WASHED BEFORE THE VEHICLE ENTERS A PUBLIC ROAD. IF WASHING IS USED, PROVISIONS MUST BE MADE TO INTERCEPT THE WASH WATER AND TRAP THE SEDIMENT BEFORE IT IS CARRIED OFF- SITE. CONSTRUCTION ENTRANCE SHOULD BE USED IN CONJUNCTION WITH THE STABILIZATION OF CONSTRUCTION ROADS TO REDUCE THE AMOUNT OF MUD PICKED UP BY CONSTRUCTION VEHICLES.

DESIGN CRITERIA

AGGREGATE SIZE:

FDOT NO. 1 COARSE AGGREGATE (1.5-3.5 INCH STONE) (4-9 CM) SHOULD BE USED.

ENTRANCE DIMENSIONS:

THE AGGREGATE MUST BE AT LEAST 6 INCHES (15 CM) THICK. IT MUST EXTEND THE FULL WIDTH OF THE VEHICULAR INGRESS AND EGRESS AREA, OR A MINIMUM OF 20'. THE LENGTH OF THE ENTRANCE MUST BE AT LEAST 50 FEET (20 M). IF POSSIBLE OR AS DIRECTED BY THE TOWN ENGINEER THE ENTRANCE MUST WIDEN AT ITS CONNECTION TO THE ROADWAY IN ORDER TO ACCOMMODATE THE TURNING RADIUS OF LARGE TRUCKS.

WASHING:

IF CONDITIONS ON THE SITE AREA IS SUCH THAT MOST OF THE MUD IS NOT REMOVED BY THE VEHICLES TRAVELING OVER THE GRAVEL, THEN THE TIRES OF THE VEHICLES MUST BE WASHED BEFORE ENTERING A PUBLIC ROAD. WASH WATER MUST BE CARRIED AWAY FROM THE ENTRANCE TO THE SETTING AREA TO REMOVE SEDIMENT. A WASH RACK MAY ALSO BE USED TO MAKE WASHING MORE CONVENIENT AND EFFECTIVE.

LOCATION:

THE ENTRANCE SHOULD BE LOCATED FOR MAXIMUM UTILITY BY ALL CONSTRUCTION VEHICLES.

CONSTRUCTION SPECIFICATIONS:

THE AREA OF THE ENTRANCE SHOULD BE CLEARED OF ALL VEGETATION, ROOTS, AND OTHER OBJECTIONABLE MATERIAL. A GEOTEXTILE SHOULD BE LAID DOWN TO IMPROVE STABILITY AND SIMPLIFY MAINTENANCE. THE GRAVEL SHALL THEN BE LACED OVER THE GEOTEXTILE TO THE SPECIFIED DIMENSIONS.

MAINTENANCE:

THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHT-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH 2 -INCH (5 CM) STONE, AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEAN OUT OF ANY STRUCTURES USED TO TRAP SEDIMENTS. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED IMMEDIATELY. LOOK FOR SIGNS OF TRUCKS AND TRAILERED EQUIPMENT "CUTTING CORNERS" WHERE GRAVEL MEETS THE ROADWAY. SWEEP THE PAVED ROAD DAILY FOR SEDIMENTS AND STONES.



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DESCRIPTION:

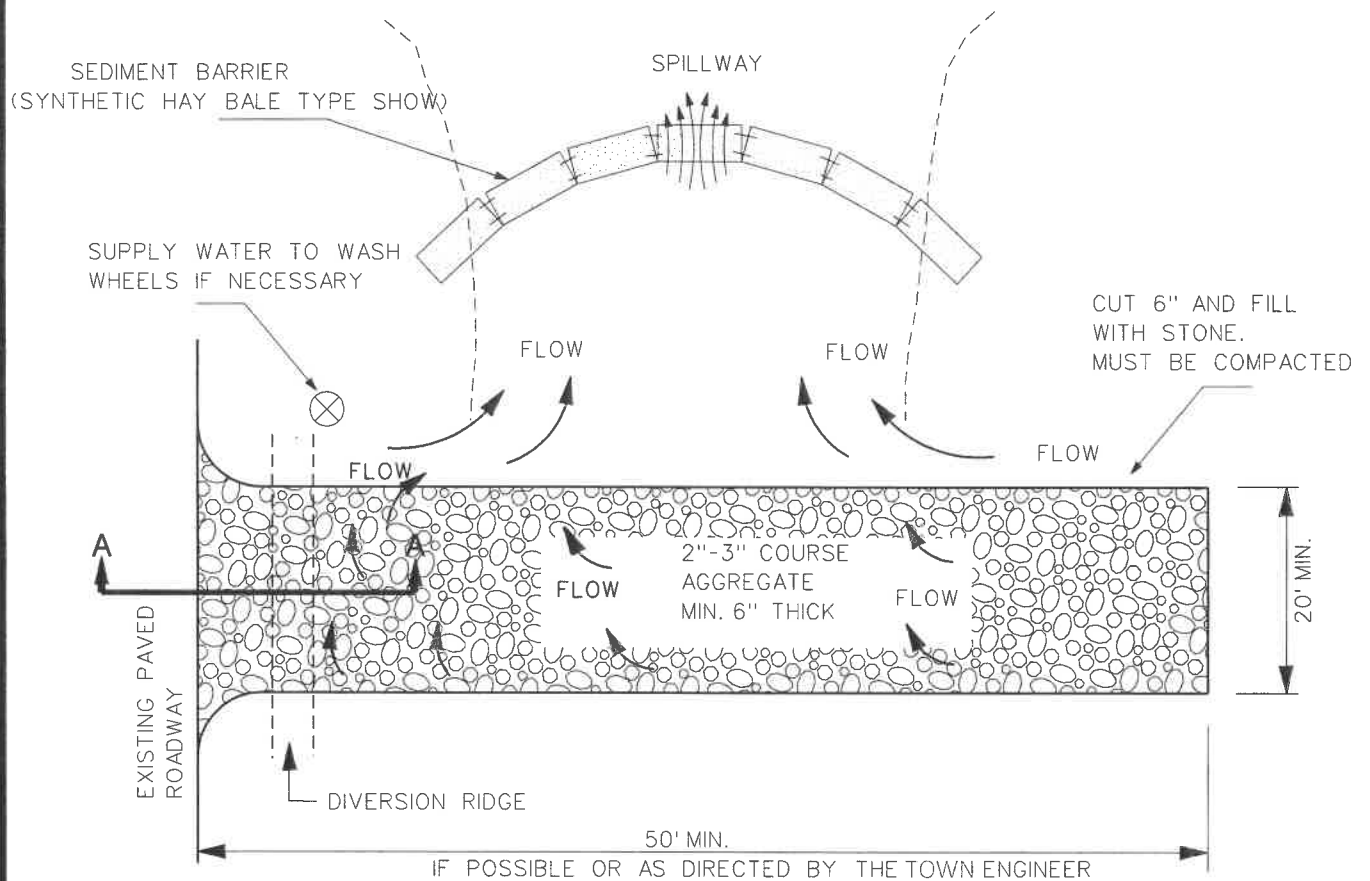
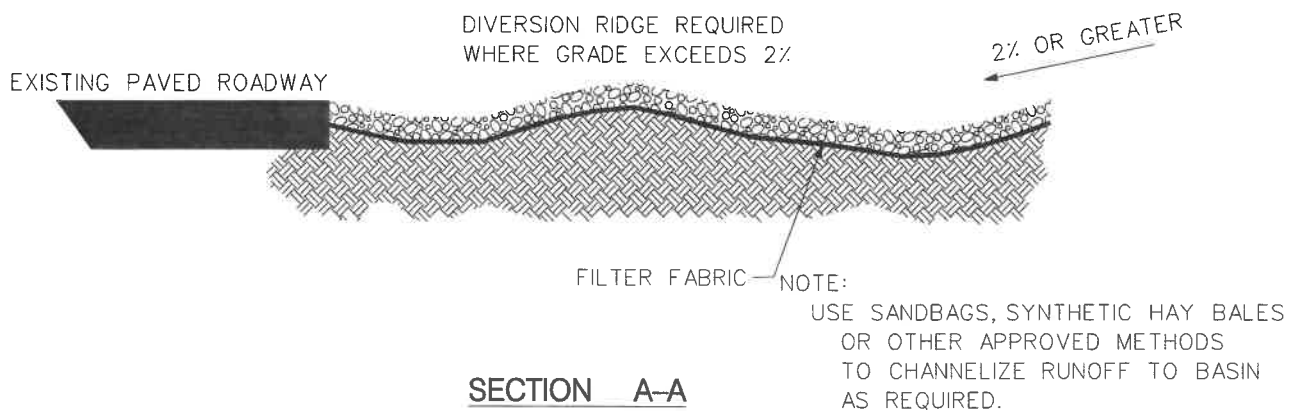
**Temporary Gravel Construction
Entrance and Exit Notes**

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SE-03



NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF WAY OR STORM WATER SYSTEMS. THEY MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE INTO THE PUBLIC RIGHT-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.



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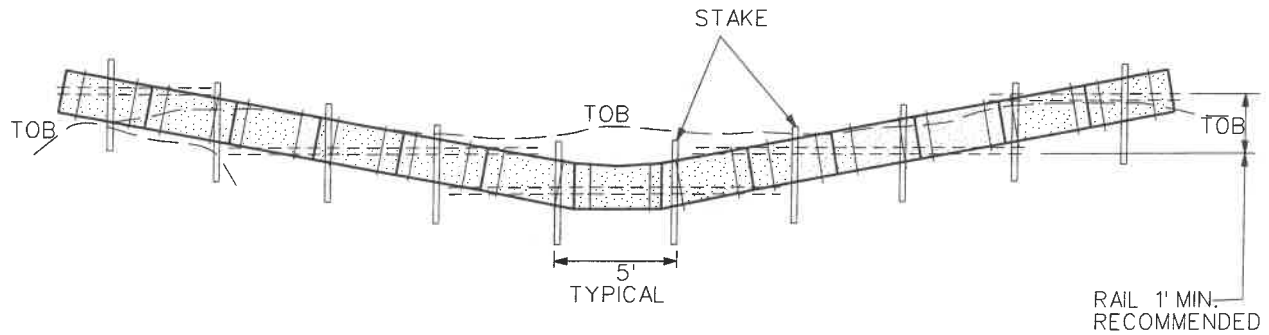
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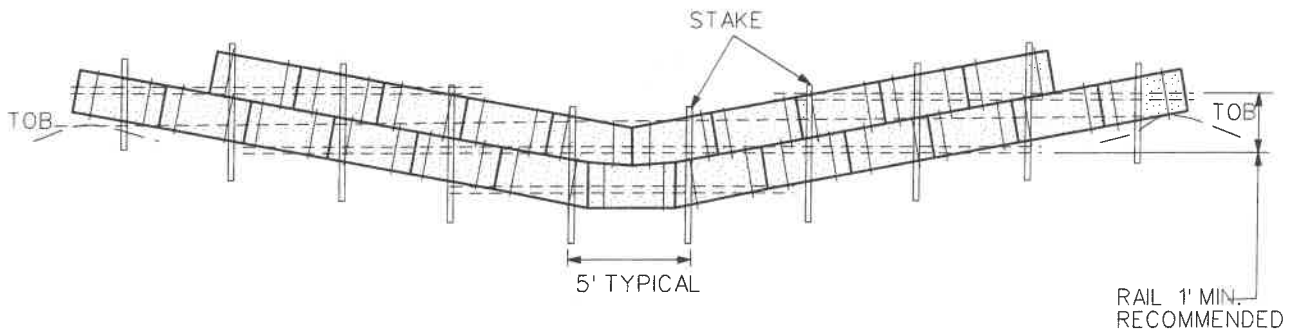
DESCRIPTION:
**Temporary Gravel
 Construction Entrance
 with Wheel Wash**

INDEX NUMBER:
SE-04



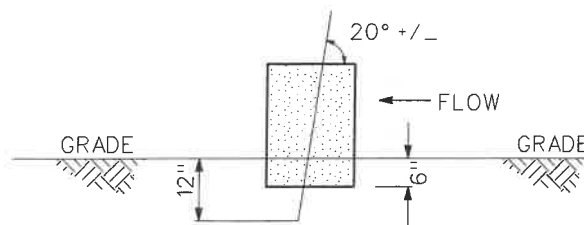
NOTE:
 SYNTHETIC HAY BALES MUST BE USED
 ANCHOR BALES WITH TWO(2) 2"x2"x4' STAKES PER BALE.

TYPE 1



NOTE:
 ANCHOR LOWER BALES WITH TWO(2) 2"x2"x4' STAKES PER BALE. #5 OR LARGER REBAR IS ACCEPTABLE.
 ANCHOR TOP BALES TO LOWER BALES WITH TWO(2) 2"x2"x4' STAKES PER BALE.

TYPE 2



PROFILE



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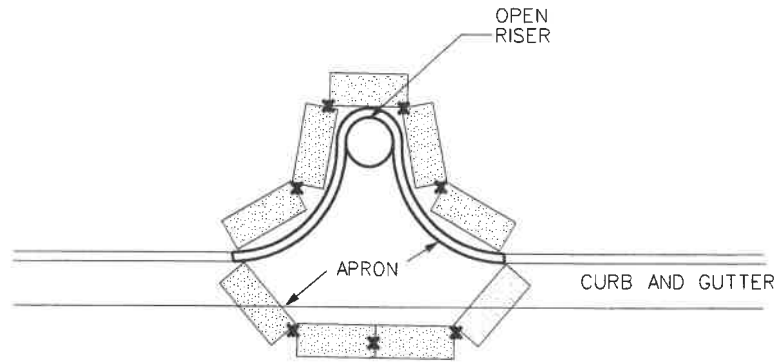
PUBLICATION DATE
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DESCRIPTION:
 Synthetic Haybale Barrier for
 Unpaved Ditches

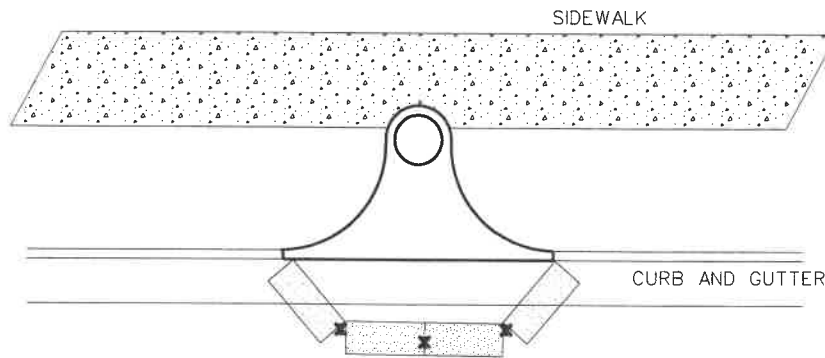
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SE-05

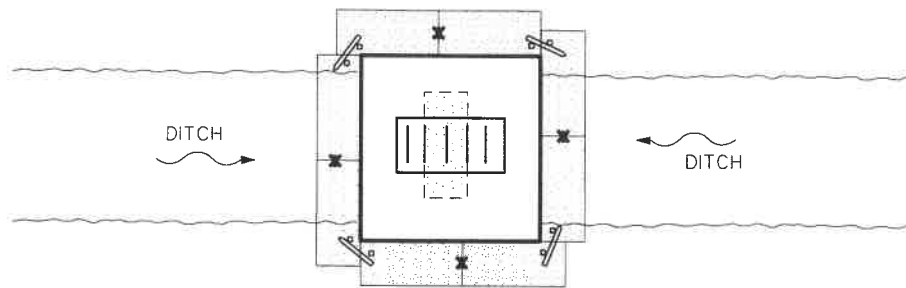


PARTIAL INLET

MUST BE STACKED WITH WOOD OR REBAR



COMPLETED INLET



DITCH BOTTOM INLET

NOTE: SYNTHETIC HAY BALES MUST BE USED



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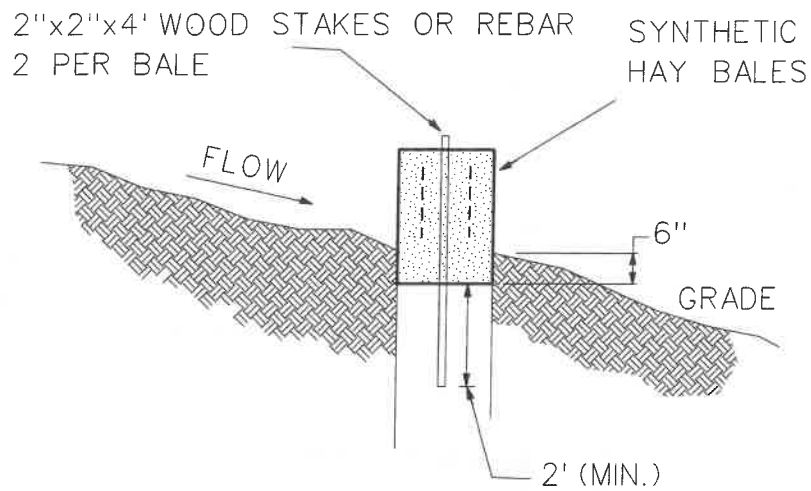
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**Synthetic Hay Protection
Around Inlets/Structures**

PUBLICATION DATE
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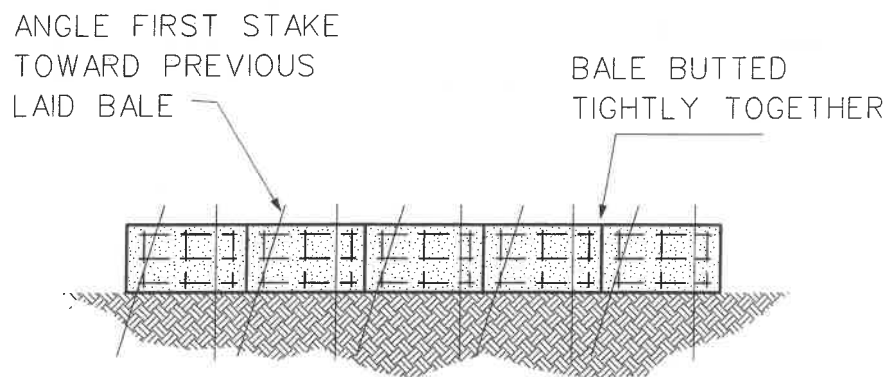
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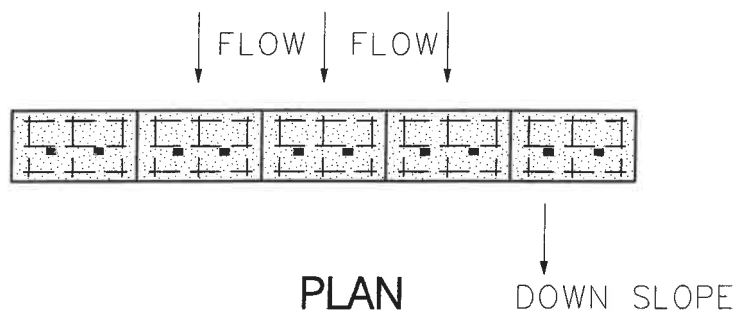
SE-06



SECTION



ELEVATION



PLAN

*IF REBAR IS TO BE USED, OSHA STANDARDS MUST BE MET.



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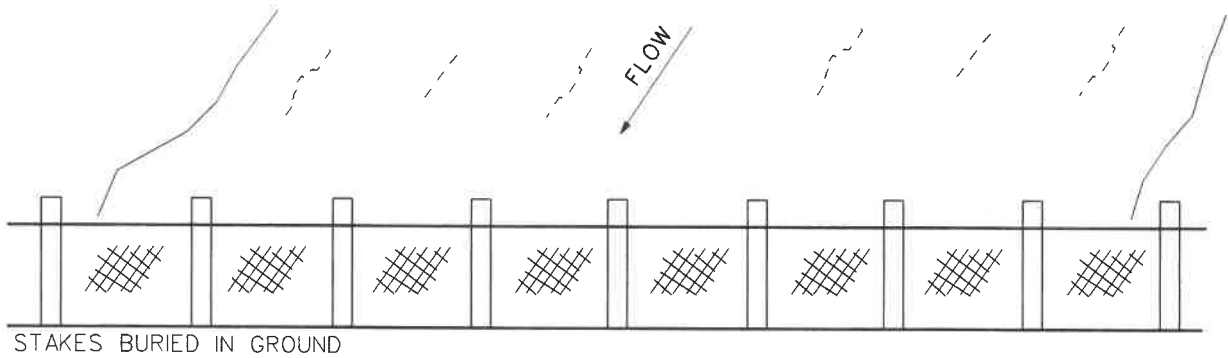
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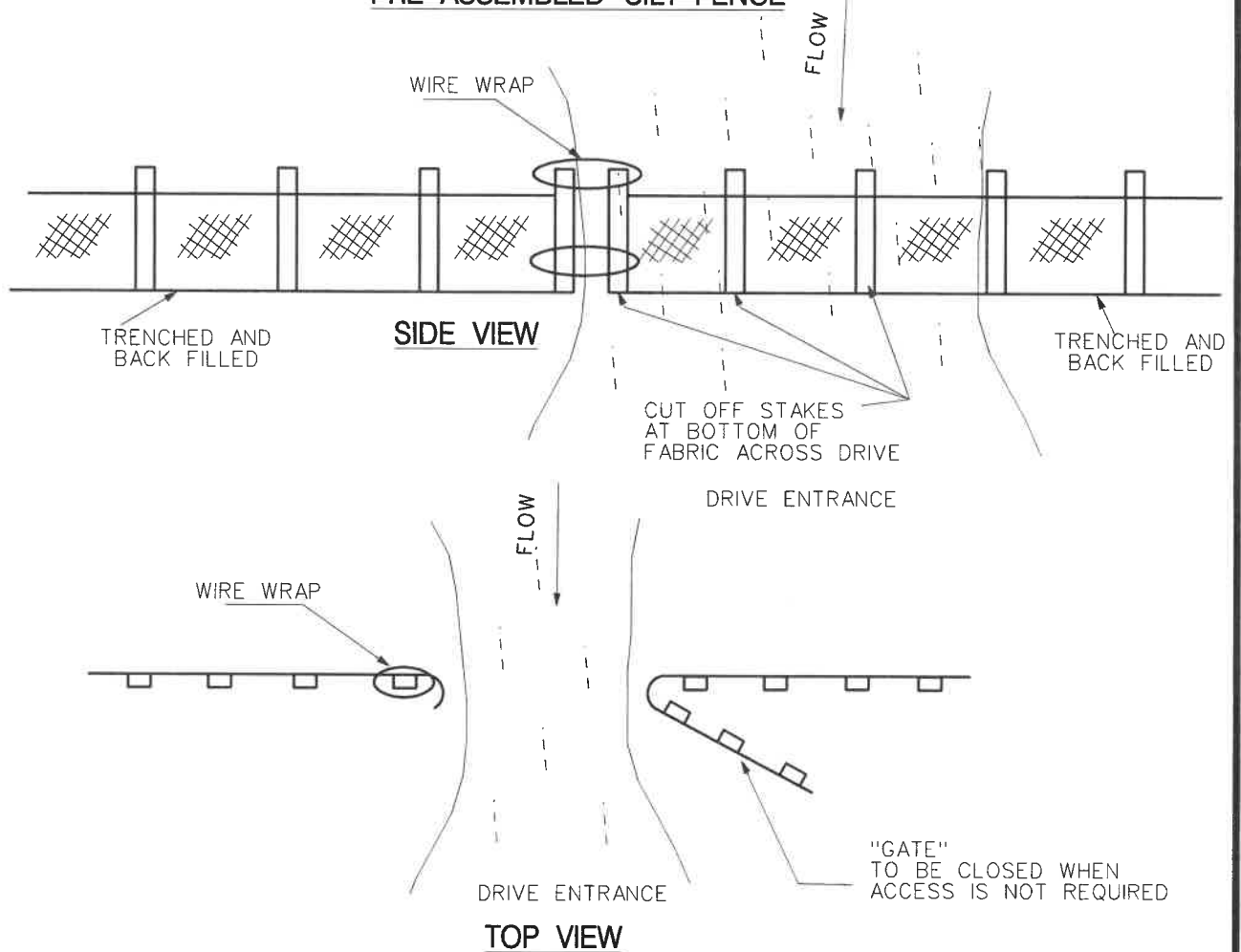
Synthetic Bale Barrier

INDEX NUMBER:

SE-07



PRE ASSEMBLED SILT FENCE



NOTE:

1. FOR ENTRY INTO SITE WITH EQUIPMENT YOU MAY LEAVE A SMALL SECTION UN TRENCHED, CUT OFF THE STAKE FLUSH WITH BOTTOM OF FABRIC. THIS MAKES A "GATE" THAT CAN BE OPENED AND CLOSED (WIRE LOOPS WILL HOLD GATE SHUT)



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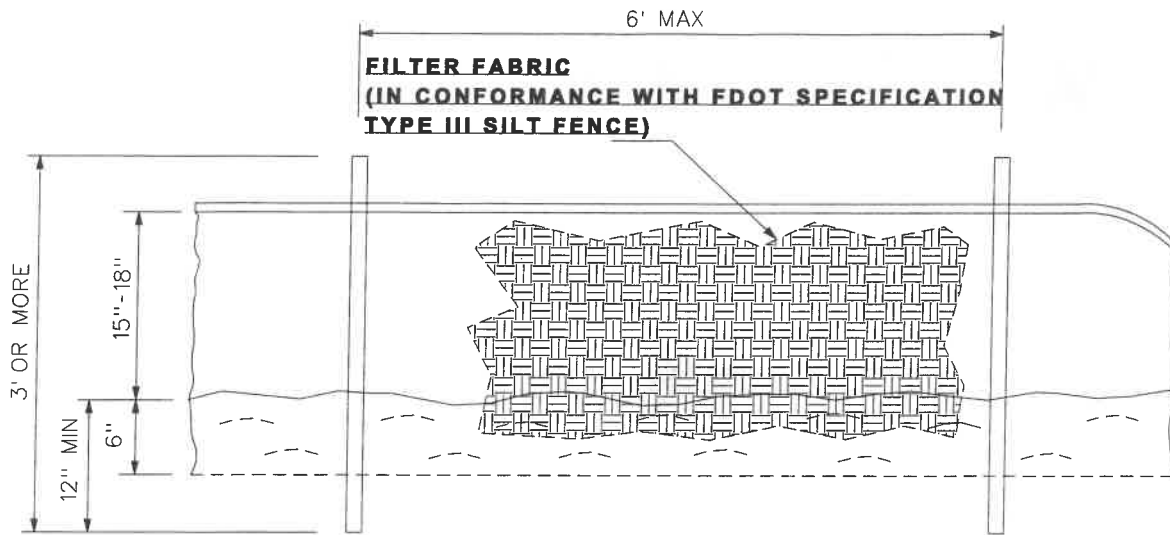
Residential Temporary Access Detail

PUBLICATION DATE
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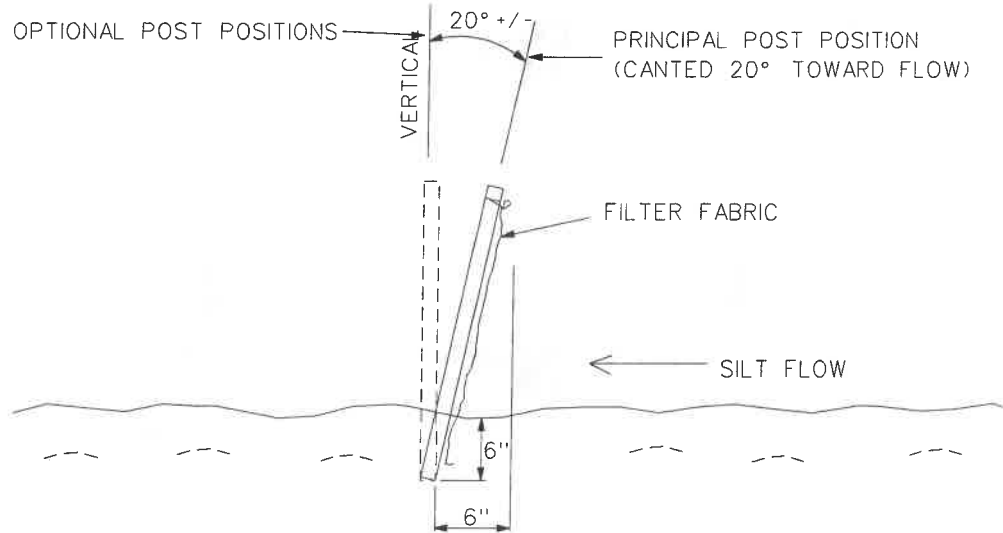
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INDEX NUMBER:

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ELEVATION



SECTION

NOTES:

1. THE FABRIC SHOULD FACE THE AREA OF CONSTRUCTION WITH THE STAKES ON THE OUTSIDE AWAY FROM CONSTRUCTION.
2. FABRIC MUST BE TRENCHED IN AND BACK FILLED. THIS CAN BE DONE WITH A TRENCHER, FRONT BUCKET, OR HAND.
3. FILTER FABRIC MUST BE TAUT.



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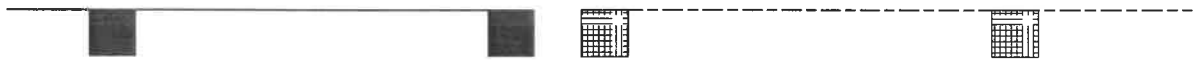
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Type III Silt Fence

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SE-09



PLACE THE END POST OF THE
SECOND FENCE INSIDE THE
END POST OF THE FIRST FENCE



ROTATE BOTH POST AT LEAST
180 DEGREES IN A CLOCKWISE
DIRECTION TO CREATE A TIGHT
SEAL WITH THE FABRIC MATERIAL



DIRECTION OF RUNOFF WATER



DRIVE BOTH POSTS ABOUT
10 INCHES INTO THE
GROUND AND BURY FLAP



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PERMIT DETAILS**

DEPARTMENT OF PUBLIC WORKS

TOWN CLERK
MISSY CLARKE

PUBLICATION DATE
DEC. 2018

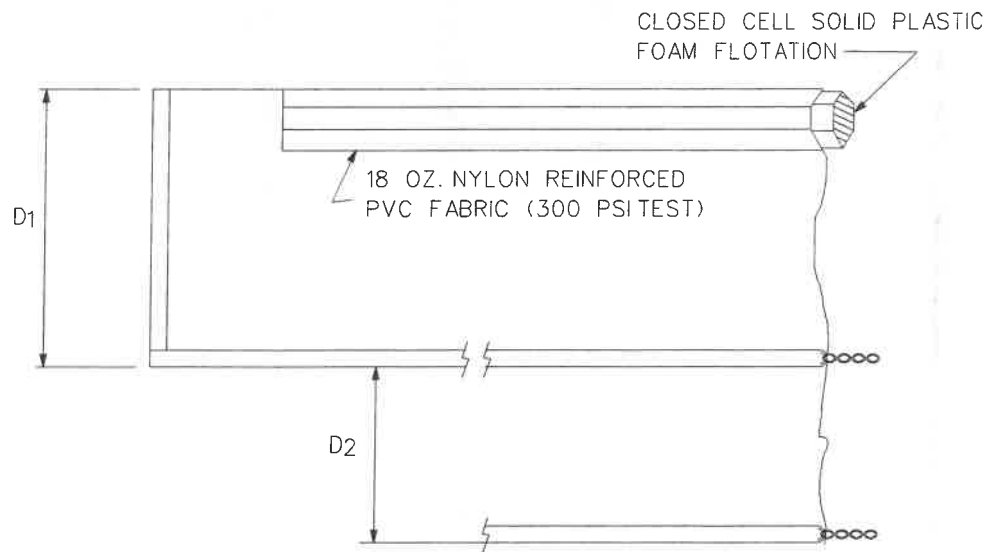
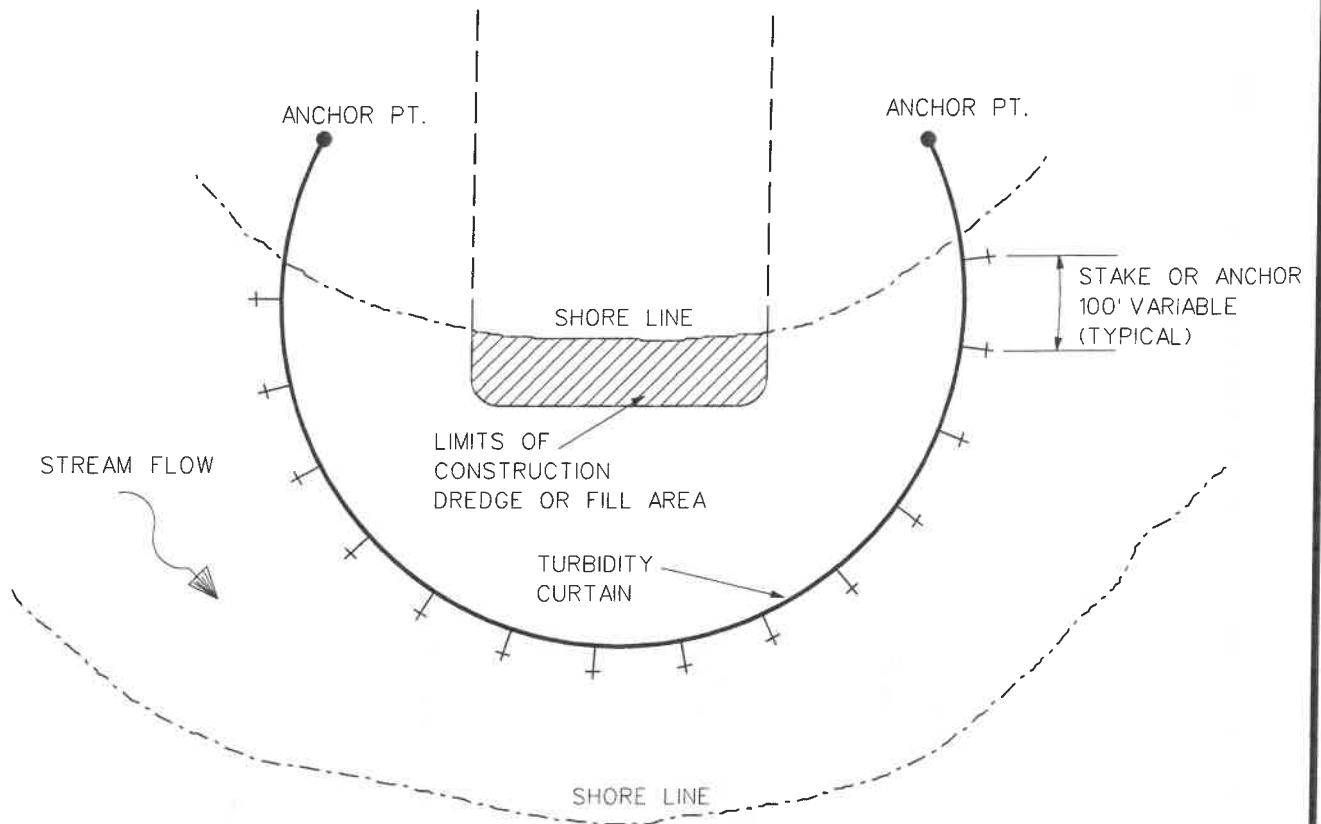
DRAWING SCALE
NOT TO SCALE

DESCRIPTION:

**Attaching Two
Silt Fences**

INDEX NUMBER:

SE-10



NOTES:

D1 = 5' STD. (SINGLE PANEL FOR DEPTHS 5' OR LESS)
 D2 = 5' STD. (ADDITIONAL PANEL FOR DEPTH >5')
 CURTAIN TO REACH BOTTOM. ADDITIONAL PANELS
 TO BE USED TO REACH BOTTOM IF SINGLE ROW
 DOES NOT REACH.



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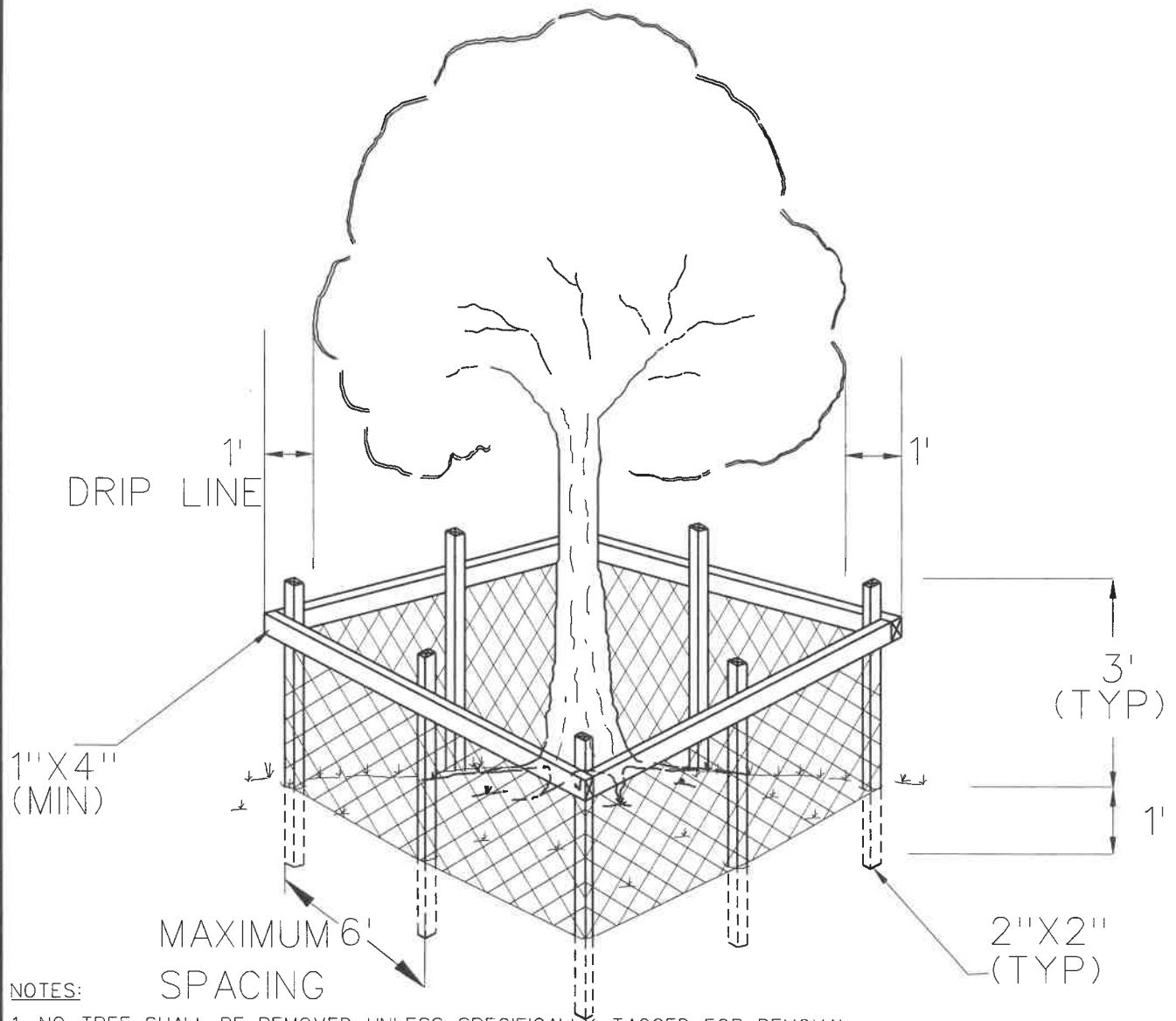
PUBLICATION DATE
 DEC. 2018
 DRAWING SCALE
 NOT TO SCALE

DESCRIPTION:

Floating Turbidity Barrier

INDEX NUMBER:
SE-11

ANY TREE REMOVAL REQUIRES A PERMIT



NOTES:

1. NO TREE SHALL BE REMOVED UNLESS SPECIFICALLY TAGGED FOR REMOVAL.
2. A PROTECTIVE BARRIER SHALL BE ERECTED AROUND ALL TREES AND NATIVE VEGETATION THAT ARE TO REMAIN PERMANENTLY ON-SITE.
3. ROOTS GREATER THAN 1" DIAMETER SHALL NOT BE CUT UNLESS OTHERWISE APPROVED.
4. TREE ROOTS ONE FOOT OUTSIDE OF BARRIER MUST BE PROTECTED.
5. STOCKPILED MATERIALS OR UNNECESSARY VEHICULAR TRAFFIC SHALL NOT BE ALLOWED OVER ANY TREE ROOTS SYSTEM.
6. PROTECTIVE BARRIERS ARE TO BE CONSTRUCTED USING NO LESS THAN 2"X2" LUMBER FOR THE UPRIGHTPOSTS. UPRIGHT POSTS ARE TO BE AT LEAST 4 FEET IN LENGTH WITH A MINIMUM OF ONE FOOT ANCHORED IN THE GROUND AND THREE FEET ABOVE GROUND. UPRIGHT POSTS ARE TO BE PLACED AT A MAXIMUM DISTANCE OF 6 FEET APART. HORIZONTAL RAILS ARE TO BE CONSTRUCTED USING NO LESS THAN 1"X4" LUMBER AND SHALL BE SECURELY ATTACHED TO THE TOP OF THE UPRIGHT POSTS. A PVC- TYPE SAFETY FENCE THE HEIGHT OF THE BARRIER SHALL BE ATTACHED TO THE UPRIGHT POSTS, THE TOP RAIL, AND THE GROUND, WITHFASTENERS A MAXIMUM OF 8 INCHES APART. BARRIERS SHALL EXTEND AT LEAST ONE FOOT BEYOND THE DRIP LINE OF ALL PROTECTED TREES ON THE PROPERTY AND SHALL BE AT LEAST THREE FEET HIGH.



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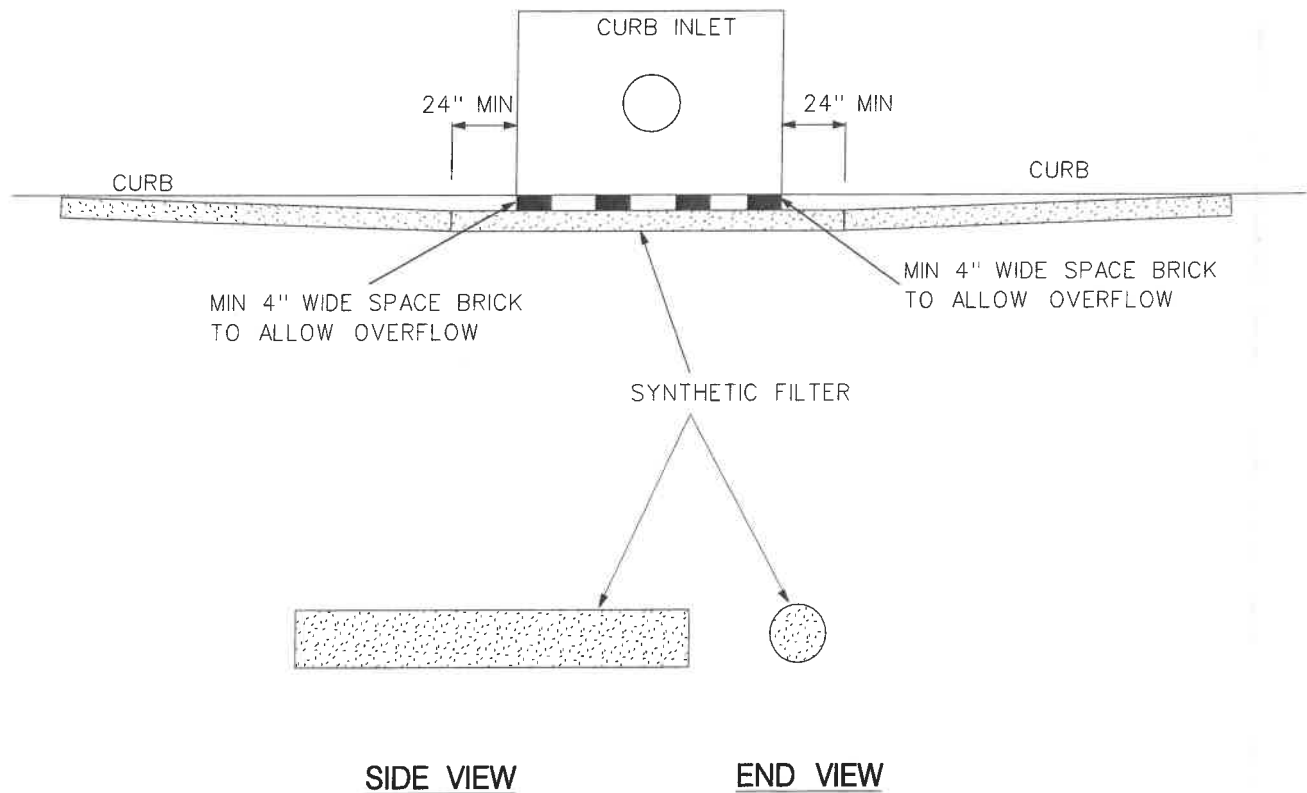
DESCRIPTION:

Tree Protection

INDEX NUMBER:

SE-12

SYNTHETIC CURB INLET FILTER



NOTE:

1. GEOHAY OR APPROVED EQUAL.
2. IF OVERFLOW HOLES ARE PRESENT IN THE SYNTHETIC FILTER, THEY SHOULD BE INSTALLED AT A 45° ANGLE.



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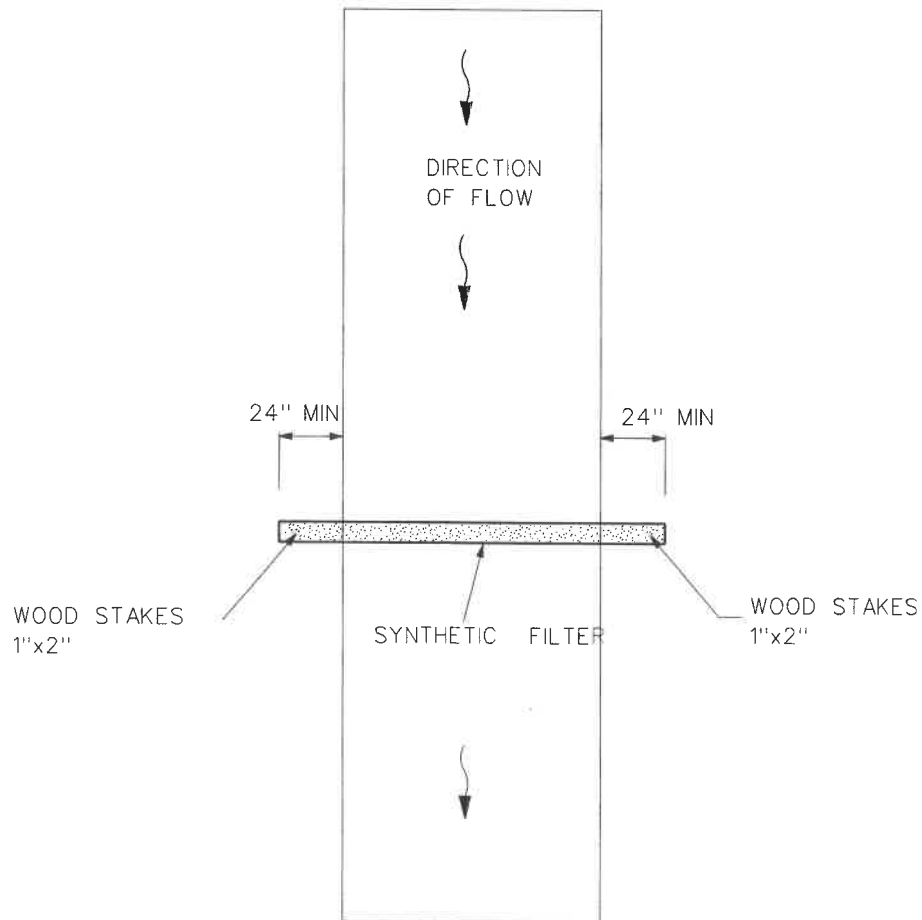
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 MISSY CLARKE

PUBLICATION DATE
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 DRAWING SCALE
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DESCRIPTION:

Synthetic Curb Inlet Filter

INDEX NUMBER:
SE-13



NOTE:

1. GEOTEXTILE OR APPROVED EQUAL.



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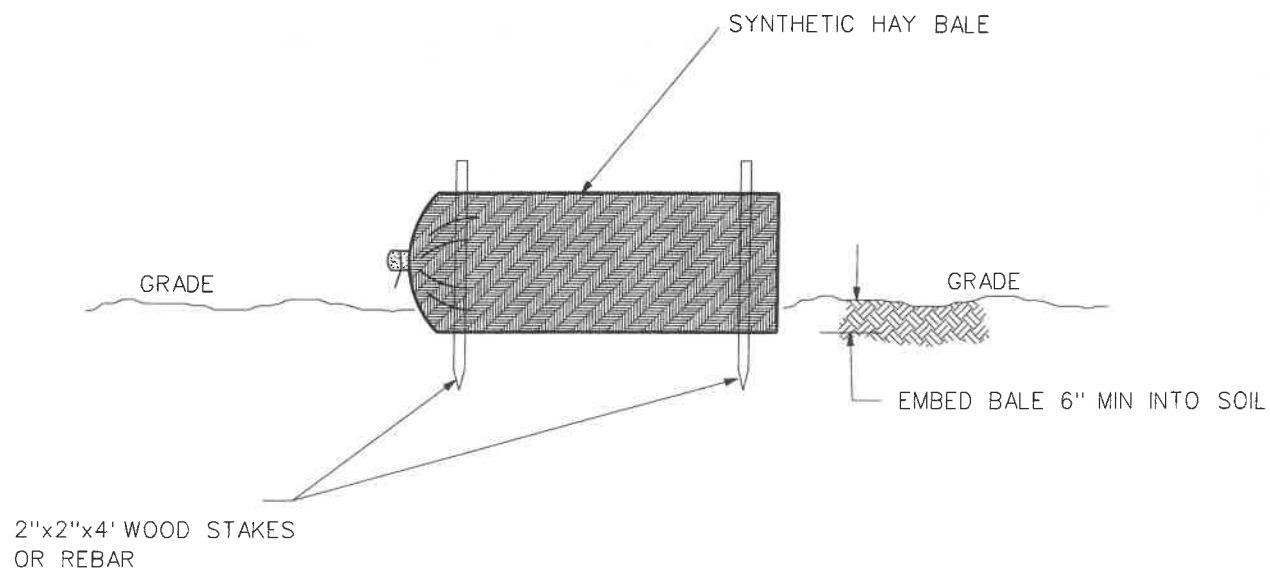
DESCRIPTION
**Synthetic Ditch
 Pavement Filters**

PUBLICATION DATE
 DEC. 2018

DRAWING SCALE
 NOT TO SCALE

INDEX NUMBER:

SE-14



NOTE:

1. GEOHAY OR APPROVED EQUAL.
2. IF REBAR IS TO BE USED, OSHA STANDARDS MUST BE MET.



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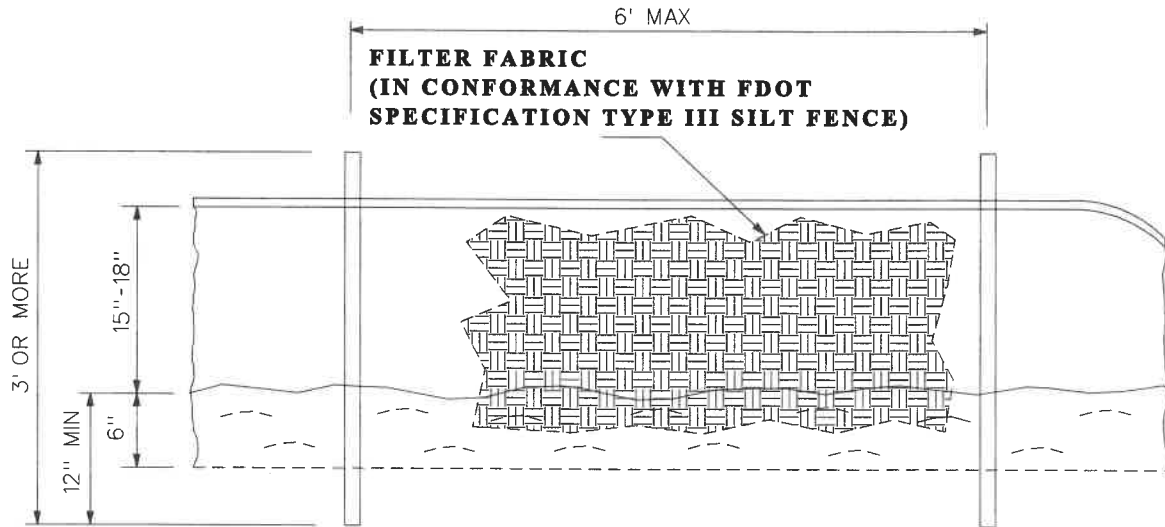
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DESCRIPTION:
**Synthetic Haybale
Installation**

INDEX NUMBER:

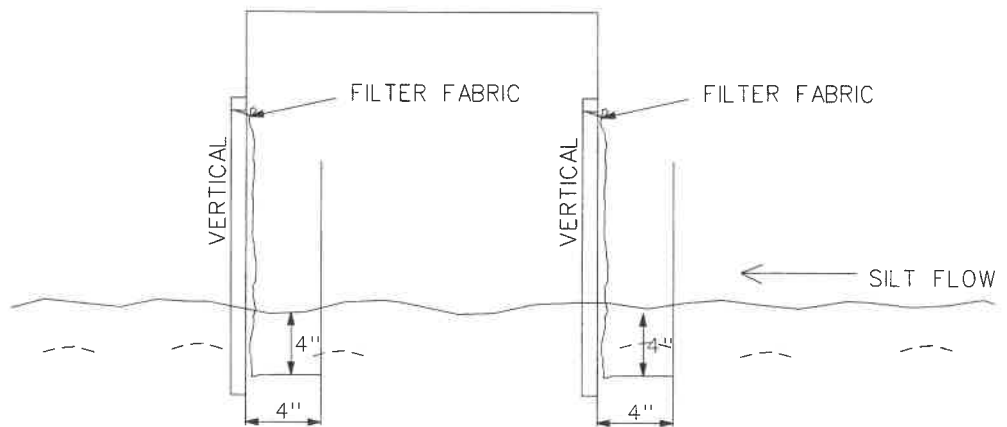
SE-15

DOUBLE ROW SILT FENCE



ELEVATION

DOUBLE ROW SILT FENCE
3' MIN. SEPARATION DISTANCE, 4' MAX.



SECTION

NOTES:

1. THE FABRIC SHALL FACE THE AREA OF CONSTRUCTION WITH THE STAKES ON THE OUTSIDE AWAY FROM CONSTRUCTION.
2. FABRIC MUST BE TRENCHED IN AND BACK FILLED. THIS CAN BE DONE WITH A TRENCHER, FRONT BUCKET, OR BY HAND. FLAP MUST BE FOUR INCHES BELOW GRADE AND EXTEND FOUR INCHES TOWARDS THE FLOW OF SILT.
3. DOUBLE ROW SHALL BE USED ON ANY SITE NEAR A WATER BODY OR A STORM WATER CONVEYANCE SYSTEM. DOUBLE ROW WILL ALSO BE USED ON ANY SITE THAT IS NEAR AN INLET STRUCTURE THAT LEADS DIRECTLY TO A WATER BODY, EVEN IF THE SITE ITSELF IS NOT NEAR THE WATER BODY.



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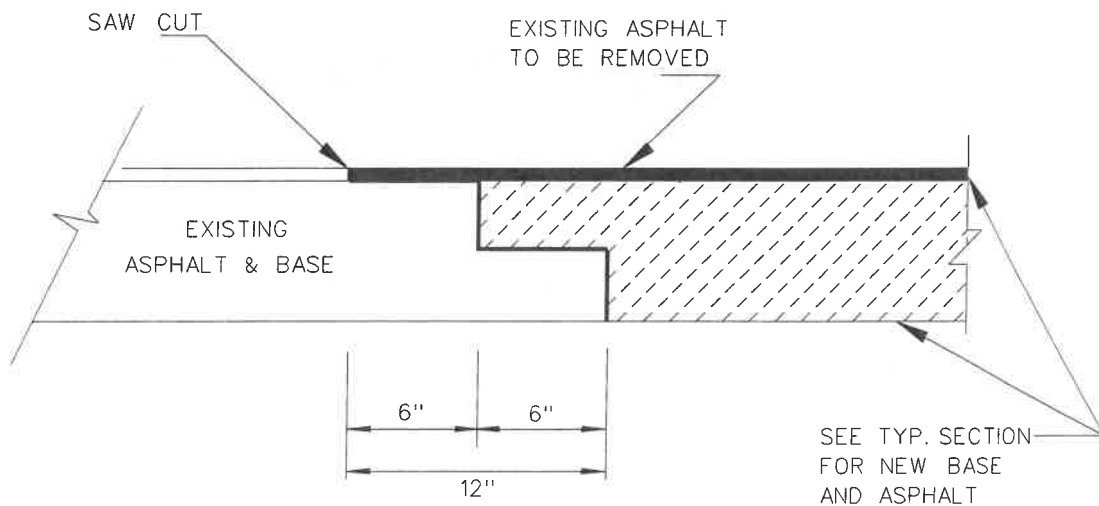
DRAWING SCALE
NOT TO SCALE

DESCRIPTION:

**Double Row
Silt Fence**

INDEX NUMBER:

SE-16



NOTE:

1. THIS METHOD OF PAVEMENT JOINT SHALL BE USED FOR ANY APPLICATION OR CONSTRUCTION WHERE PROPOSED PAVEMENT AND BASE WILL BE CONNECTED TO EXISTING PAVEMENT AND BASE.



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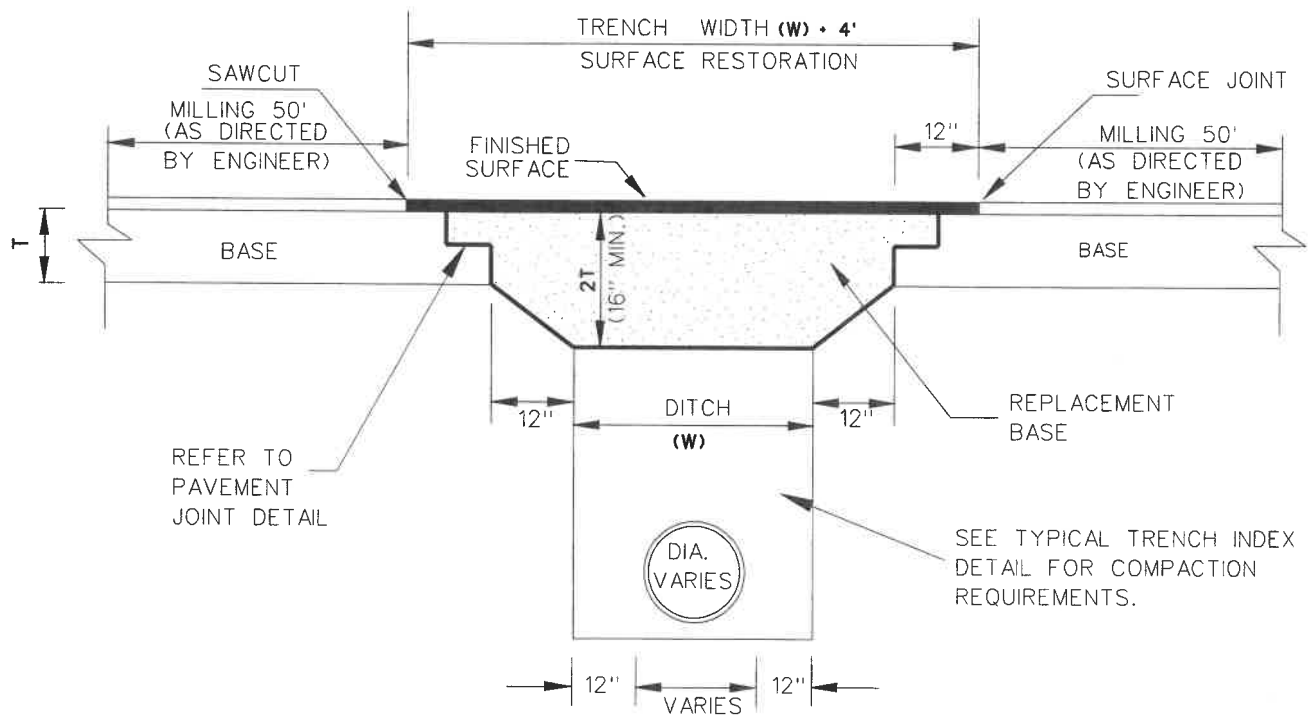
DRAWING SCALE
 NOT TO SCALE

DESCRIPTION:

Pavement Joint

INDEX NUMBER:

RT-01



NOTES:

1. REPLACEMENT BASE MATERIAL OVER DITCH SHALL BE AT MINIMUM 16" THICK OR TWICE THE THICKNESS OF THE EXISTING BASE, WHICHEVER IS GREATER
2. BASE MATERIAL SHALL BE PLACED IN THREE OR MORE LIFTS AND EACH LIFT COMPACTED TO 98% DENSITY PER A.A.S.H.T.O. T-180, LBR 100 (MAX. LIFT THICKNESS = 6").
3. FLOWABLE FILL MAY BE USED AS A REPLACEMENT FOR BASE MATERIAL.
4. ASPHALT CONCRETE PAVEMENT JOINTS SHALL BE MECHANICALLY SAWED AND ALL SURFACES TACK COATED
5. SURFACE MATERIAL SHALL BE FDOT TYPE S-III (PC-III). ASPHALTIC CONCRETE (MIN. THICKNESS 1 1/2 ")
6. ANY PAVEMENT CUTS SHALL BE COLD PATCHED AT END OF EACH WORKING DAY TO FACILITATE UNHINDERED TRAFFIC FLOW.
7. ALL DISTURBED PAVEMENT MARKINGS SHALL BE RESTORED IN ACCORDANCE WITH TOWN STANDARDS.



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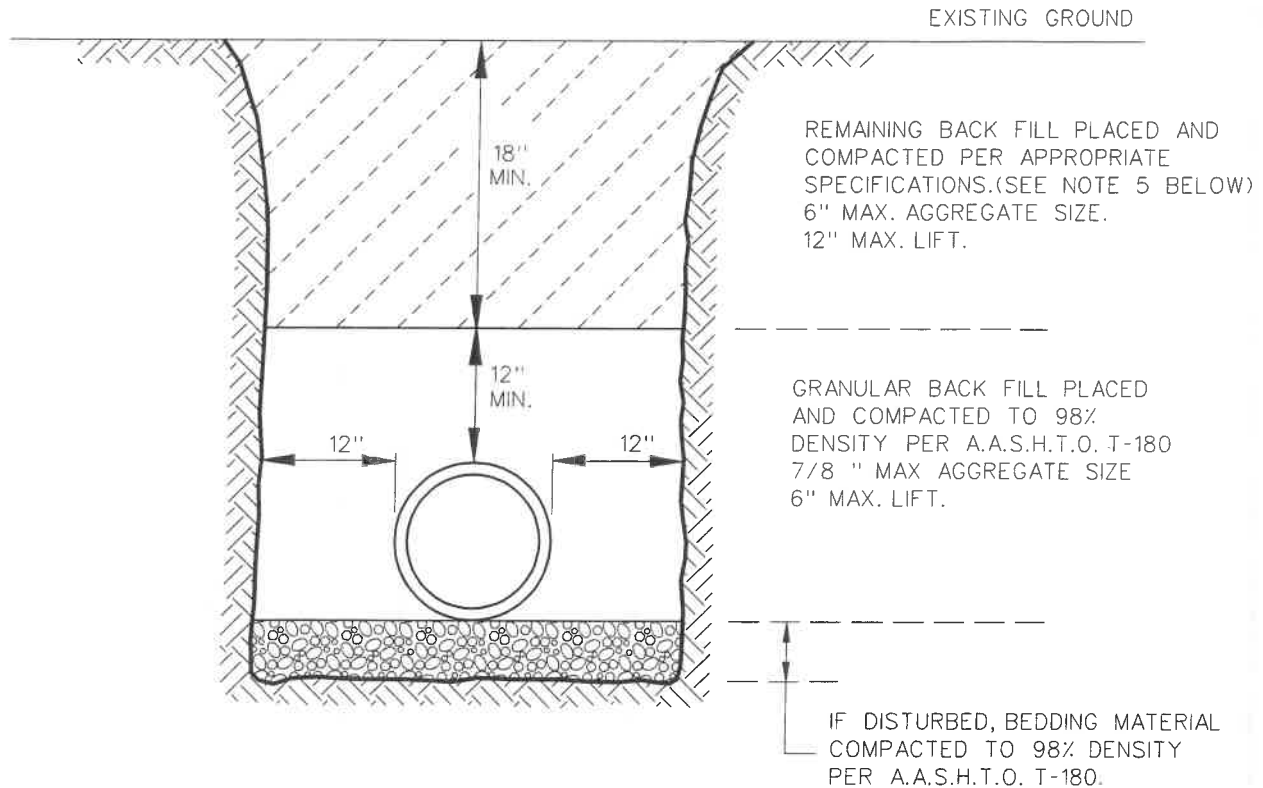
DRAWING SCALE
 NOT TO SCALE

DESCRIPTION:

Pavement Repair

INDEX NUMBER:

RT-02



NOTES:

1. BEDDING SHALL CONSIST OF WASHED AND GRADED ROCK 3/8"-7/8" SIZING. UNSUITABLE IN-SITU MATERIALS SUCH AS MUCK, DEBRIS AND LARGE ROCKS SHALL BE REMOVED.
2. THE PIPE SHALL BE FULLY SUPPORTED FOR ITS ENTIRE LENGTH WITH APPROPRIATE COMPACTION UNDER THE PIPE HAUNCHES.
3. THE PIPE SHALL BE PLACED IN A DRY TRENCH.
4. BACK FILL SHALL BE FREE OF UNSUITABLE MATERIAL SUCH AS LARGE ROCK, MUCK, AND DEBRIS.
5. COMPACT BACK FILL TO 100% DENSITY, (A.A.S.H.T.O T-99, METHOD C)
6. COMPACTION AND DENSITY TESTS SHALL BE COMPLETED DURING BACK FILL OPERATIONS, CONTRACTORS NOT FOLLOWING THIS PROCEDURE ; FOR WHATEVER REASONS, SHALL BE REQUIRED TO RE-EXCAVATE THE AREA IN QUESTION, DOWN TO THE BEDDING MATERIAL, THEN BACK FILL IN ACCORDANCE WITH THE ABOVE PROCEDURES.



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DESCRIPTION:

Typical Trench

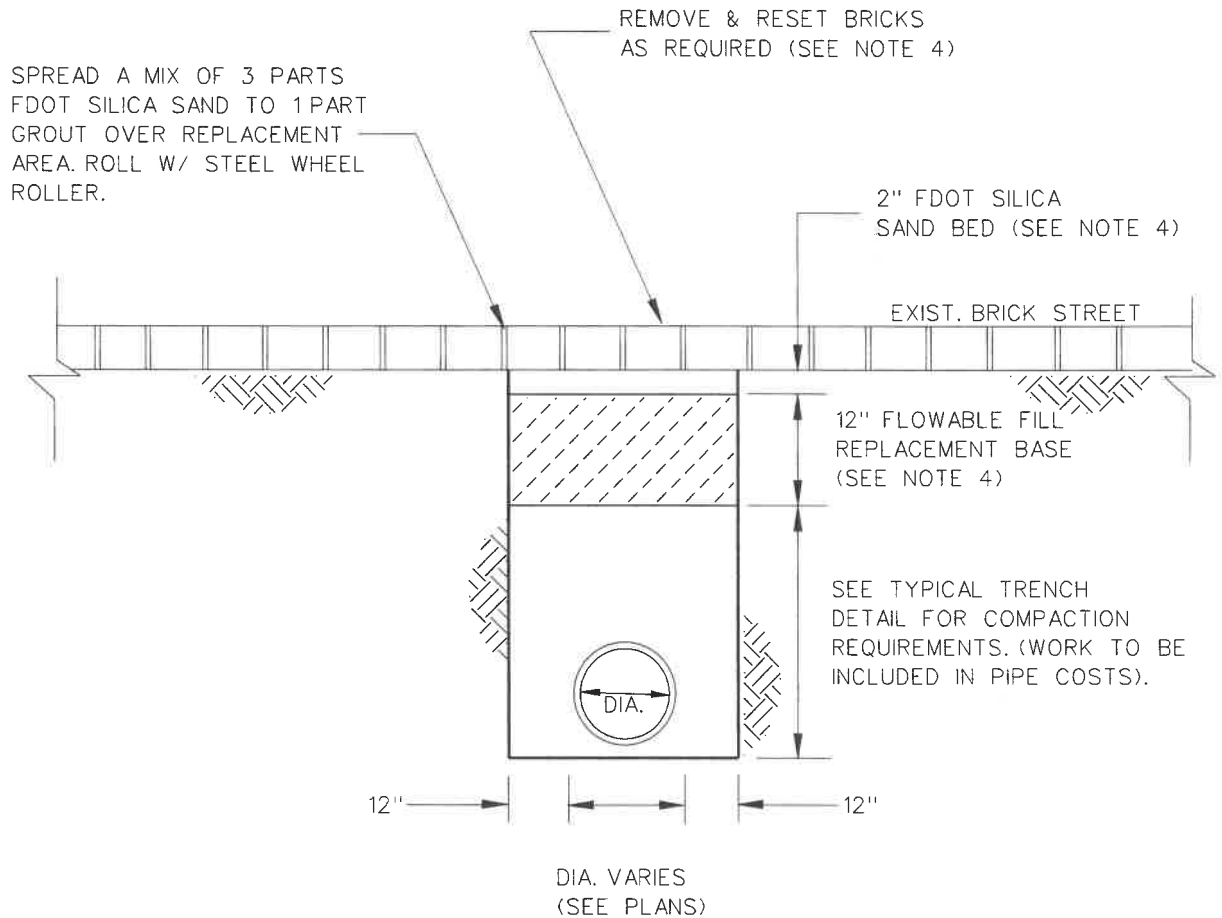
PUBLICATION DATE
 DEC. 2018

DRAWING SCALE
 NOT TO SCALE

INDEX NUMBER:

RT-03

BRICK PAVEMENT TRENCH REPAIR



NOTES:

1. BRICK PAVEMENT TRENCH REPAIR SHALL BE PAID FOR "PER LINEAR FOOT" AS MEASURED ALONG CENTERLINE OF PROPOSED PIPE.
2. CONTRACTOR SHALL ENDEAVOUR TO KEEP TRENCHING DISTURBANCE TO A MINIMUM IN BRICK PAVEMENT AREAS.
3. REPLACED BRICKS TO MATCH EXISTING PATTERN, SLOPE AND ELEVATION.
4. RESETTING OF BRICKS, SAND BEDDING AND FLOWABLE FILL REPLACEMENT BASE SHALL BE PAID FOR UNDER "BRICK PAVEMENT TRENCH REPAIR" PAY ITEM.
5. THIS DETAIL SHALL BE UTILIZED IN AREAS WHERE EXISTING BRICK STREETS WILL REQUIRE TRENCHING, BUT NO FULL WIDTH STREET RECONSTRUCTION IS PROPOSED.



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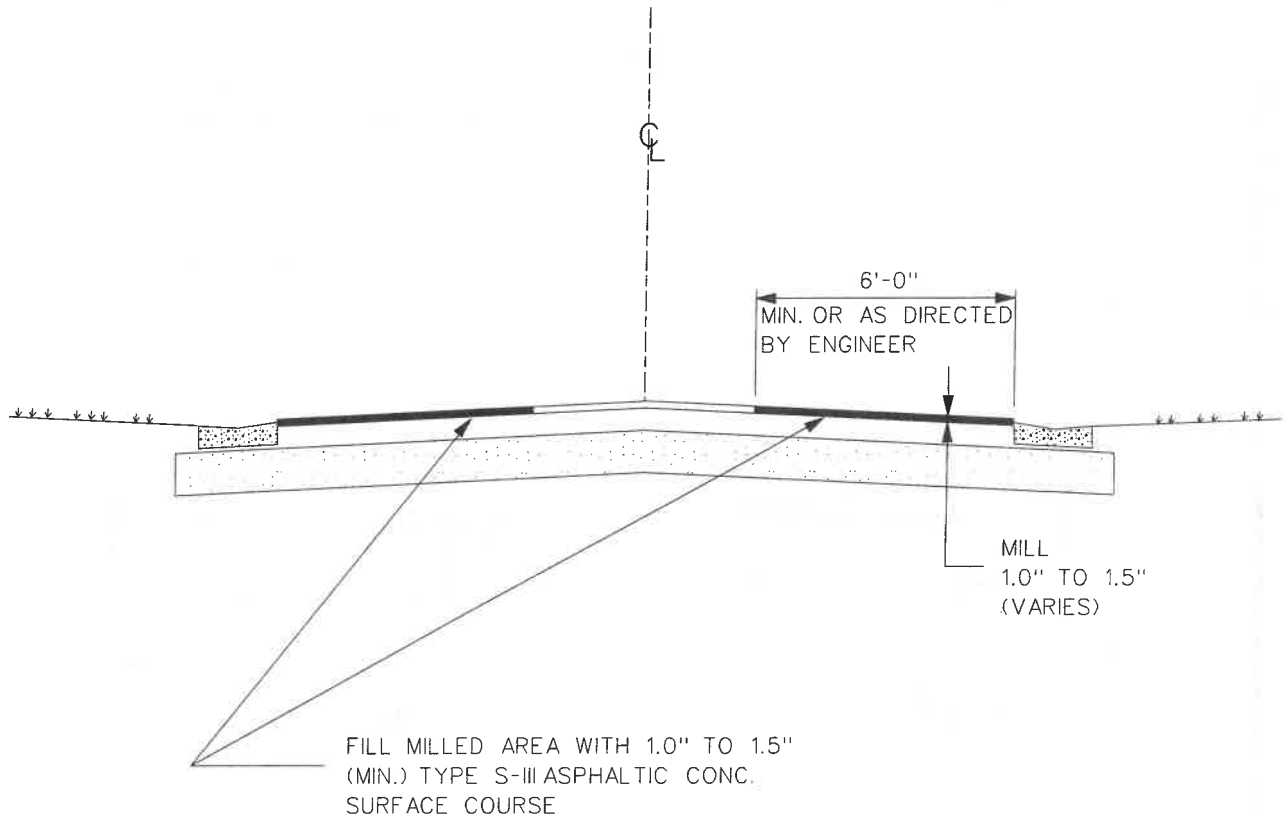
DRAWING SCALE
NOT TO SCALE

DESCRIPTION:

Paving Restoration

INDEX NUMBER:

RT-04



MILLING DETAIL
TYPICAL ROAD SECTION

NOTE:

1. ALL MILLINGS REMAIN THE PROPERTY OF THE TOWN UNLESS OTHERWISE DIRECTED BY THE ENGINEER.



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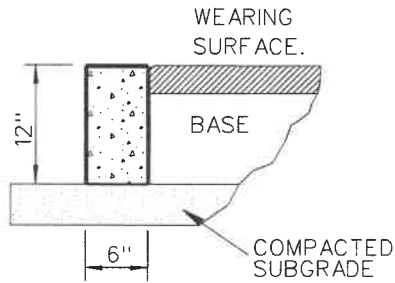
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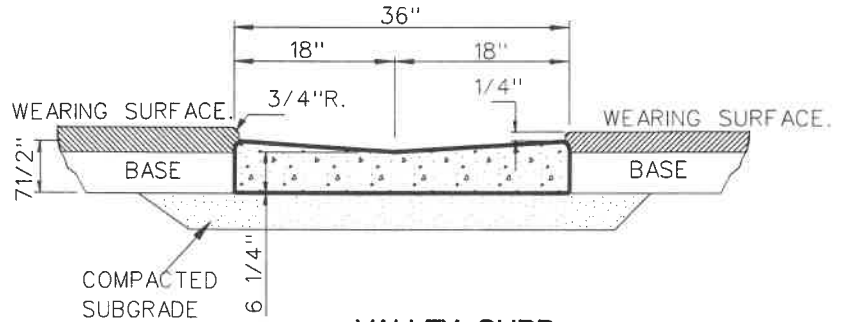
DESCRIPTION:
**Milling and Resurfacing
Various Roads**

INDEX NUMBER:

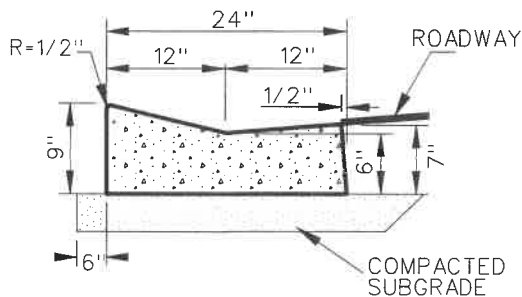
RT-05



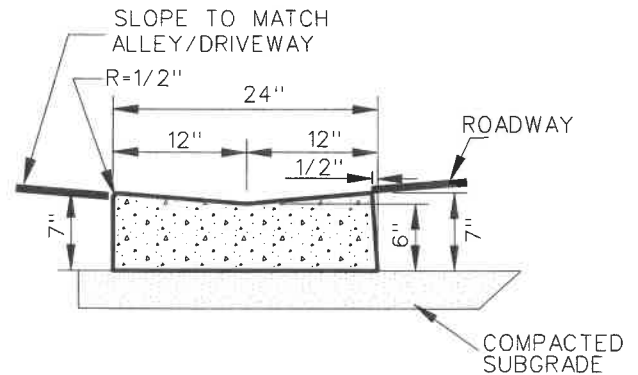
CONCRETE HEADER CURB



VALLEY CURB

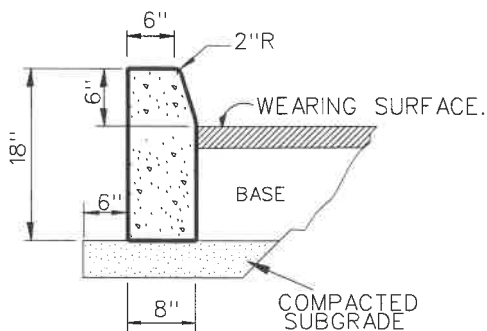


"MIAMI" CURB



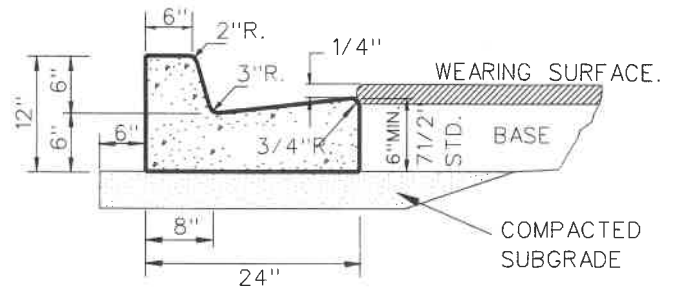
"MIAMI" DROP CURB

(AT DRIVEWAYS AND ALLEYS)



FDOT TYPE "D"

CONCRETE CURB



NOTE:

WHEN USED ON HIGH SIDE OF ROADWAYS, CROSS SLOPE OF THE GUTTER SHALL MATCH THE CROSS SLOPE OF THE ADJACENT PAVEMENT AND THE THICKNESS OF THE LIP SHALL BE 6".

FDOT TYPE "F"

CONCRETE CURB AND GUTTER

NOTES:

1. ROADWAY SUBGRADE SHALL IN ALL CASES EXTEND 6" BEYOND CURBING.
2. SAWCUTS AT 10' CENTERS SHALL BE MADE WITHIN 24 HOURS OF CONCRETE PLACEMENT.
3. CONCRETE SHALL BE 3000 P.S.I.



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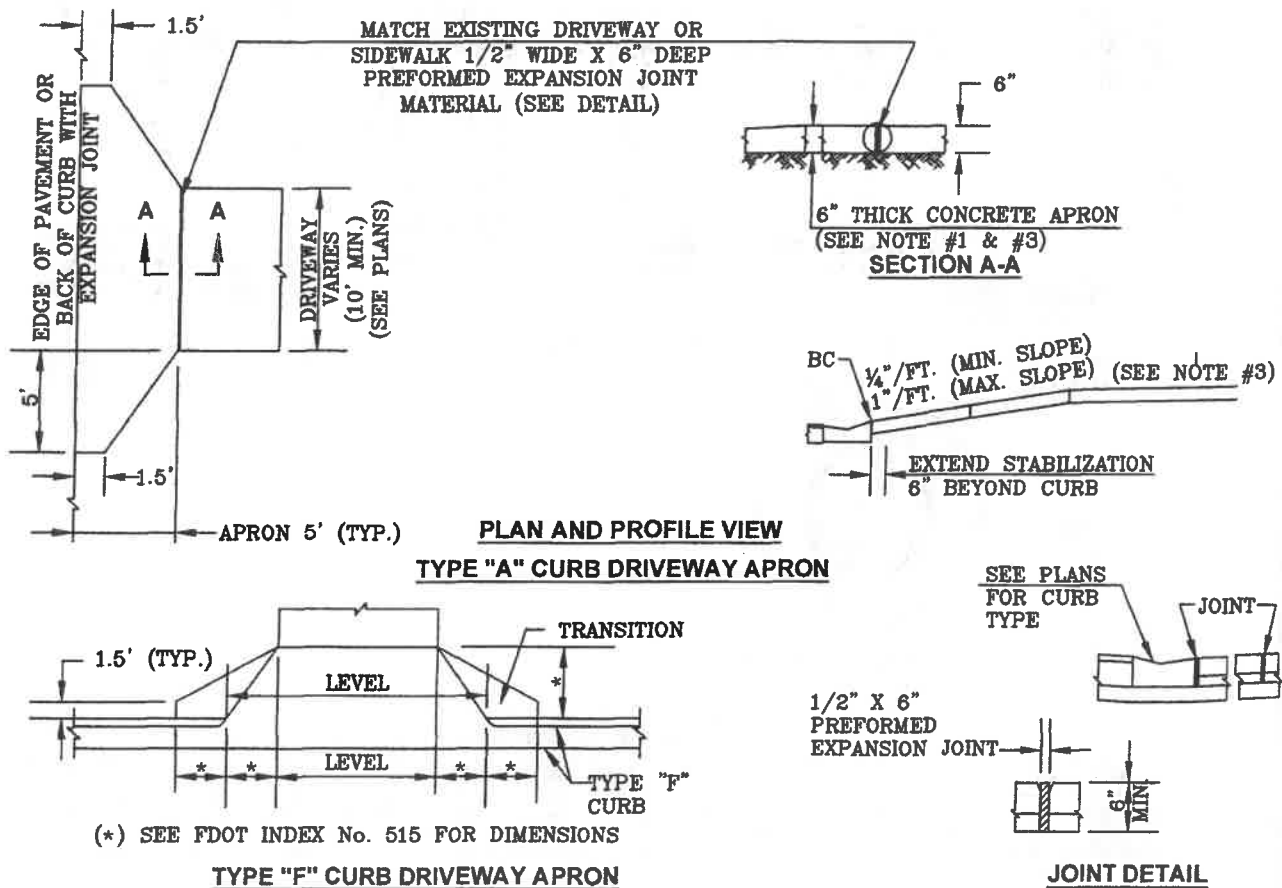
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	DESCRIPTION:	
	Curb and Gutter	
PUBLICATION DATE DEC. 2018	INDEX NUMBER: RT-06	
DRAWING SCALE NOT TO SCALE		

NOTES:

1. CONCRETE DRIVEWAY APRONS AND SIDEWALK CROSSINGS SHALL BE CONSTRUCTED OF CONCRETE PAVEMENT (3000 PSI), 6" THICK REINFORCED WITH 6" X 6" #10/#10 WELDED WIRE FABRIC, (2" MINIMUM COVER FROM THE BOTTOM.)
2. FIBER REINFORCED CONCRETE 3000 PSI (MIN.) MAY BE USED IN PLACE OF THE REQUIREMENTS OF NO. 1 ABOVE.
3. CONSTRUCTION OF APRON/DRIVEWAY CROSS SLOPES AND SIDEWALK CROSS SLOPE THROUGH THE DRIVEWAY SHALL COMPLY WITH F.D.O.T. INDEX NO. 515 FOR ADA REQUIREMENTS.
4. REMOVE TREE ROOTS WITHIN 10" OF PROPOSED GRADE.
5. WHEN THERE IS EXISTING SIDEWALK CROSSING THE PROPOSED DRIVEWAY, IT MUST BE REMOVED TO THE NEAREST JOINT BEYOND THE DRIVEWAY.
6. SIDEWALKS ADJACENT TO LOT PROPERTY LINES SHALL NOT HAVE A CROSS SLOPE GREATER THAN 2% PER F.D.O.T. INDEX 310.
7. CORNER LOTS INVOLVING HANDICAP RAMPS SHALL BE IN ACCORDANCE WITH F.D.O.T. INDEX 304 FOR SIDEWALK AND RAMP CONSTRUCTION.



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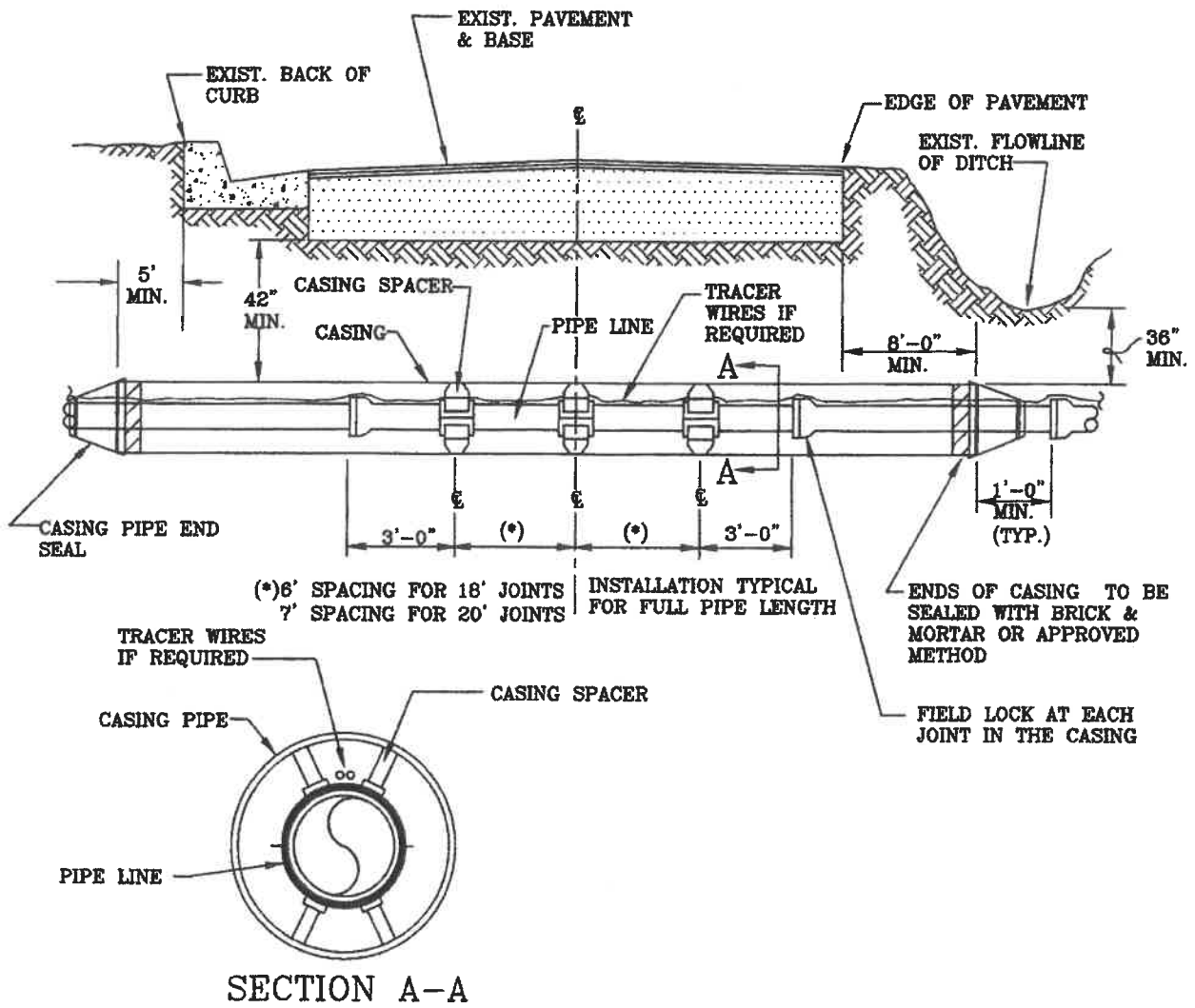
DESCRIPTION:

Drive Way

INDEX NUMBER:
 RT-07

NOTES:

1. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST APPROVED MATERIAL SPECIFICATION MANUAL.
2. IF DISTANCE FROM PIPE JOINT TO END OF CASING IS 6' OR LESS, NO SPACER IS REQUIRED.
3. SPACER TO BE INSTALLED OVER POLY WRAP.
4. ALL PIPE IN JACK AND BORE CASING SHALL BE D.I. PIPE WITH ALL JOINTS RESTRAINED.



CARRIER & CASING SIZES									
WATER MAIN	4"	6"	8"	10"	12"	14"	16"	18"	20"
CASING	8"	12"	16"	20"	24"	28"	32"	36"	40"
CASING / WALL THICKNESS	.188	.188	.219	.250	.281	.344	.406	.406	.500



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DEC. 2018

DRAWING SCALE
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DESCRIPTION:

**Jack and Bore
Under Roadway**

INDEX NUMBER:

RT-08

EXHIBIT A-3
HORIZONTAL DIRECTIONAL DRILLING GUIDELINES



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EXHIBIT 'A-3'

Right-of-Way Permit

**Horizontal Directional
Drilling Guidelines**

**Design, Requirements and
Post-Construction**

DECEMBER 4, 2018

**TOWN OF REDINGTON BEACH PUBLIC WORKS DEPARTMENT
DEVELOPER DIRECTIONAL BORE STANDARDS**

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**TOWN OF REDINGTON BEACH PUBLIC WORKS DEPARTMENT
DEVELOPER DIRECTIONAL BORE STANDARDS**

1.0 DESIGN / PRECONSTRUCTION REQUIREMENTS

1.1 General

The purpose of this standard is to provide guidelines for use by the development community and others during the design and installation of underground water mains and wastewater force mains using horizontal directional bores integral to the development of commercial, industrial, or subdivision properties.

1.2 References

References for horizontal directional drilling include Mini-Horizontal Directional Drilling Manual (1995), North American Society of Trenchless Technology (NASTT), Chicago, IL; PPI Handbook of Polyethylene Piping (1998), Plastics Pipe Institute, Washington, D.C.; PLEXCO Polyethylene Industrial Piping Systems; Technical Information; Technical Note: Horizontal Directional Drilling (Guided Bore) with PLEXCO Pipe, et al.

1.3 Engineer Responsibilities

The design ENGINEER assumes all responsibility for proper design of the directional bore.

- 1.3.1 The ENGINEER should determine if the soils at the site are suitable for directional drilling based on previous experience with the site soils or a geotechnical investigation.
- 1.3.2 All existing utilities, surface and subsurface structures must be located (in three dimensions) for the design. **To protect HDPE pipe against excessive pulling load, a break away device should always be used at the head of the HDPE pipe. A breakaway device is a mechanical linkage located between the reamer and the pulling eye. "Weak Link" pipe sections (pipe with thinner pipe wall thickness than the product pipe) and/or wire is not acceptable. An acceptable breakaway device is the "Break-Away D. Drill" swivel by Condux International, Inc. or equivalent.**
- 1.3.3 The minimum ground cover over a directionally bored water or wastewater utility line shall be 36 inches. There shall be at least 18 inches vertical clearance when crossing under any existing water main with a wastewater force main.
- 1.3.4 The ENGINEER should limit curvature (within manufacturer's and other applicable guidelines) in any direction to lessen force on the pipe during pullback. Ideally, the directional bore should lie in a vertical plane **passing through the beginning and ending points.**
- 1.3.5 The ENGINEER shall submit, as part of the permits application plans submittal package, design calculations indicating predicted / permissible (maximum safe) pull force, pipe pull rating, and minimum permissible pipe bend radius. Maximum safe pull force shall be shown on the project design drawings **are listed in 1.3.5.1 thru 1.3.5.7.** Additional discussion can be found in Appendix A.

- 1.3.5.1 The pullback force is calculated at the leading end of the pipe behind the pulling head.
- 1.3.5.2 The frictional resistance is highest just prior to movement and decreases with movement. When pullback ceases, frictional forces and drag forces increase due to the thixotropic nature of drilling mud. The mud starts to gel when it is undisturbed.
- 1.3.5.3 Buoyant force pushes the pipe up against the top of the borehole, creating frictional drag between the pipe and the borehole.
- 1.3.5.4 Minimum curvature at the entry and exit pits is limited by the steering capabilities of the boring equipment.
- 1.3.5.5 When the bending radius is too small, the safe pulling strength of HDPE pipe may be significantly reduced by the additional tensile stresses due to curvature.
- 1.3.5.6 All bending stresses due to various curvatures in the boring path are additive and should be subtracted from the safe pull force.
- 1.3.5.7 The “safe” pull-load is time dependent. **The pullback speed should be between 1 to 2 feet per minute.**
- 1.3.6 The ENGINEER must show the directional bore in profile view on the plans, showing the pipe as it should be installed. Maximum pull strength and minimum radius of curvature shall be listed. All existing utilities shall be shown on the plans.
- 1.3.7 The ENGINEER shall provide signed and sealed “As-Built” drawings of the constructed bore path, including any abandoned in place bores. The ENGINEER shall certify that the pipe was installed within acceptable limits per the pipe specifications. This shall include the exact installation location for both horizontal and profile views of the bore(s).

1.4 Contractor Responsibilities

- 1.4.1 The CONTRACTOR shall supply all labor, supervision, tools and equipment, and materials necessary to install carrier pipe by directional bore method for potable water, wastewater, or **reclaimed water** systems. Installation of the carrier pipe system includes the installation of water mains or wastewater force mains and/or any other devices or materials deemed necessary for the respective systems. For TOWN projects, materials may be supplied by the Town. All additional costs incurred by the Town of R. B. shall be passed on to the contractor for connection of HDPE pipe to required joints, fittings, or valves; if the pipe is “**ovalized i.e. “ring deflection”** or “out-of-round” by more than 5% (five percent) and can not be joined using standard connection procedures or methods. If the carrier pipe is supplied by the TOWN and does not meet above standards, all corrective action shall be at cost to the TOWN.
- 1.4.2 The CONTRACTOR shall provide experienced operators to perform directional boring. The operator shall have performed at least three directional bores of similar pipe diameter and bore length.

- 1.4.3 The CONTRACTOR shall be fully responsible for placement of the pipe per the ENGINEER's specifications. See Paragraph 2.2.8 for tolerances.
- 1.4.4 The CONTRACTOR shall supply experienced persons who have received proper training in the use of the fusion equipment according to the recommendations of the pipe manufacturer and fusion equipment supplier to perform thermal fusion of the specific HDPE pipe to be used.
- 1.4.5 **The contractor shall cleanup the work area and properly remove and dispose of all boring materials.**

1.5 Equipment

- 1.5.1 The directional drilling equipment shall consist of a directional-drilling rig of sufficient capacity to perform the bore and pull back the pipe.
- 1.5.2 The steerable, directional-boring equipment shall produce a stable fluid lined tunnel with a minimum burial depth of 36-inches for the carrier pipe installation.
- 1.5.3 The tunneling equipment shall employ a fluid cutting technique. The soil shall be cut by small diameter, high-pressure jets of drilling fluid. The jets shall cut the soil in advance of the boring tool, impregnating and lining the tunnel wall with drilling fluid. The drilling fluid shall be inert and pose no environmental risk, such as bentonite or a polymer-surfactant mixture producing a slurry of proper consistency.
- 1.5.4 The hydraulic power system shall be self-contained and free of leaks, with sufficient pressure and volume to power the drilling operation.
- 1.5.5 Calibration of the electronic detection system shall be verified by uncovering the tool (head) at the first ten (10) foot point.
- 1.5.6 The boring tool (head) shall be remotely steerable by means of an electronic detection system. The tool (head) location shall be monitored in three dimensions and logged every 10 feet from the drilling rig. The boring tool shall pull the carrier pipe through the fluid lined tunnel.
- 1.5.7 The rig shall have means to monitor and record the maximum pullback force during the pullback operation. The pulling strength of the boring equipment shall not exceed the HDPE pipe safety pull strength as per the manufacturer's recommendation.
- 1.5.8 The butt fusion machine used to join sections of HDPE pipe shall have controls and gauges for setting pressures and temperatures used for facing, heating, and fusing.
 - 1.5.8.1 Facing should be conducted at a pressure that produces properly faced pipe ends.
 - 1.5.8.2 Heating pressure should be set so that the pipe ends maintain contact against the heater, but are not forced against the heater (zero contact pressure).
 - 1.5.8.3 Fusing pressure shall be as recommended by the pipe manufacturer and fusion equipment supplier.

1.5.8.4 Heater surfaces must be clean and free of contaminants such as dirt, oil, grease, and melted or charred plastic. To clean the heater, only wooden implements and clean, dry, lint-free non-synthetic cloths should be used.

1.5.8.5 The heater should be checked periodically for uniform surface temperature using a surface pyrometer.

1.6 Directional Bore Pipe

1.6.1 Pipe shall be High Density Polyethylene (HDPE) as per AWWA C906.

1.6.2 Carrier: HDPE pipe shall be DR 11, working pressure rating of 160 psi, **4 to 24 inches**. The following are approved pipe manufacturers:

- Rinker Polypipe (USA)
- JM Pipe (USA)
- Charter Plastics (USA)
- CP Chem Performance Pipe (USA)

1.6.3 Material for pipes to be used for potable water application shall be approved by the National Sanitation Foundation (NSF).

1.6.3.1 All material must be inspected by Water Utilities Engineering 2 (two) full working days before the bore begins.

1.6.3.2 All pipe and fittings, sizes 4 inch and larger shall meet the requirements of AWWA Standard C 906-90 (or most recent revision).

1.6.3.3 All pipe and fittings shall be ductile iron pipe size.

1.6.3.4 All pipe and fittings shall meet the requirements of ANSI NSF Standard 61.

1.6.3.5 All pipe and fittings shall be made of materials conforming to polyethylene code designation PE 3408.

1.6.3.6 Standard dimension ratio shall be DR11.

1.6.4 Color Coding: The piping shall be permanently coded to provide service identification. Stripes along the entire outside length of the pipe, 120 degrees apart, shall be made by co-extrusion or impregnation in accordance with the following schedule. Fully colored pipe co-extruded from permanently pigmented HDPE is also acceptable.

<u>SERVICE</u>	<u>STRIPED PIPE</u>	<u>SOLID-COLORED PIPE</u>
Potable Water	Blue stripes	Blue
Reclaimed Water	Purple stripes	Purple
Wastewater	Green stripes	Green

1.6.5 Markings on the pipe shall include the following:

- Nominal size and OD base.
- Standard material code designation.
- Dimension.
- Pressure class.
- AWWA designation (AWWA C906).
- Material test category of pipe.

1.7 Drilling Fluid ("MUD")

- 1) All drilling fluid must be homogenous in nature
- 2) All drilling fluid must have a pH of 8.5 to 10.0
- 3) "Mud" viscosity must meet minimum viscosity as set by the manufacturer for soil conditions expected to be encountered
- 4) Contractor shall have appropriate additives for drilling fluid available for different soil conditions (clay, sand, silt, etc.) that may be encountered.

1.8 Tracer Wire

1.8.1 All piping shall be installed with a continuous, insulated, solid #10 gauge copper wire for water main, force main, or reclaimed location purposes by means of an electronic line tracer.

1.8.2 The wire insulation shall be solid color in accordance with the coding described in 1.6.4 above. Blue coated (for water mains), or purple (for reclaimed water), or green coated (for wastewater), 2 (two) **wires** must be taped along all pipes.

1.8.3 Upon completion of the directional bore, the CONTRACTOR shall demonstrate to the TOWN that the wire is continuous and unbroken through the entire run of the pipe by providing full signal conductivity (including splices) when energizing for the entire run in the presence of the INSPECTOR. If the wire is broken, the CONTRACTOR shall repair or replace it. See Paragraph 2.2.12.

1.9 Fittings, Restrainers, and Valves

1.9.1 Pipe flange joints shall be made using a flange adapter which is butt fused to the HDPE pipe.

1.9.1.1 A back-up ring shall be fitted behind the flange adapter sealing surface flange for bolting to the mating flange. Standard back-up rings shall be AWWA C207 Class D for 160 psi and lower pressure ratings.

1.9.1.2 One edge of the back-up ring must be chamfered to fit up against the back of the sealing surface flange.

1.9.2 Mechanical joints to polyethylene pipe shall be fully constrained by compressing the pipe OD against a rigid tube or stiffener in the pipe bore.

1.9.2.1 The stiffener shall be stainless steel.

1.9.2.2 Approved joint restraining devices are Mega-Lug and Mechanical Joint Restrainer (MJR).

1.9.3 Valves

1.9.3.1 All directional bores shall have a valve installed at each end of the bore pipe. The size of valves shall be in accordance with the size of the bore pipe.

1.9.3.2 All valves shall meet standards set forth by the latest edition of the Pinellas County, Water Utilities Department Water Operations Policies, Standards, & Specifications for Subdivisions and Commercial Development.

1.10 Maintenance of Traffic

1.10.1 The maintenance of traffic, in accordance with the governing right-of-way authority and the Florida Department of Transportation (FDOT) Policies and Procedures, shall be the responsibility of the CONTRACTOR.

1.10.2 If the CONTRACTOR has the capability within his organization; he shall provide the necessary personnel and equipment for maintenance of traffic. Persons participating in maintenance of traffic operations must be FDOT qualified and copies of their certificates verifying their qualifications shall be provided to Water Utilities Engineering prior to start of the directional work.

1.10.3 If the CONTRACTOR is unable to provide the required maintenance of traffic; he shall subcontract the work to supply the necessary personnel and equipment. The use of a subcontractor's personnel and equipment shall in no way transfer the responsibility for the maintenance of traffic from the CONTRACTOR.

2.0 CONSTRUCTION REQUIREMENTS

2.1 General

2.1.1 All directional bore operations shall be contained within right-of-way and / or easements shown on the DRAWINGS.

2.1.2 Work shall not start until the CONTRACTOR has all necessary permits from the appropriate governing regulatory agencies, including the Town of Redington Beach Public Works Department, and not until Public Works Department has been given 2 (two) working days prior notification to inspect construction materials. Any material may be rejected if out of specification or damaged (i.e. out-of-round, deep cuts, etc.).

2.1.3 CONTRACTOR shall not begin drilling operation until the INSPECTOR is present. The INSPECTOR must be present during the entire boring operation once the ground is penetrated.

- 2.1.4 The CONTRACTOR is to schedule the directional bore such that the INSPECTOR is on site and that the bore is completed before 4:00PM. Directional bores shall not start after 1:00PM or subject to permit conditions unless approved by Town of Redington Beach Public Works Department and permitting agency.

2.2 Contractor Responsibilities

- 2.2.1 The CONTRACTOR shall provide the following materials and services for directional bore unless otherwise specified by OWNER / DEVELOPER:

- Traffic control.
- Tracer wire for carrier pipe **per Pinellas County Utility Standards and Specifications**
- Site preparation and excavation.
- Dewatering – Groundwater Pump or Well Point System as needed.
- Sheet piling and shoring, as necessary.
- All fusion welding.
- Preliminary site restoration (fill open pits, grading).
- Site clean up including removal and proper disposal of all waste materials and drilling fluid.
- Must have a vacuum truck on job site for proper clean up of drilling fluid. This will be required as the conditions warrant or at the direction of the Town.
- All HDPE fittings, couplings, and carrier pipe (unless otherwise specified).
- Final site restoration (sod, seed, mulch, concrete/ asphalt repair).
- Required Right-Of-Way Permits.

- 2.2.2 The CONTRACTOR shall record data on the bore log (see section 2.2.3) and shall also ensure the following items are monitored and controlled:

- Calibrate locator/tracking system
- Field verify calibration by field measurement of actual location of first rod
- Ensure that the flow of bentonite is continuous
- Ensure pulling pressure does not exceed pipe manufacturer's specifications
- Fusing of pipe is within pipe manufacturer's specifications
- Cool down time is calculated and complied with
- Pipe is fused prior to start of **all** bores.

- 2.2.3 The CONTRACTOR shall record location and depth measurements every ten (10) feet over the course of the bore and provide that data to the TOWN. Data collected by the Town inspector does not relieve the Contractor from the responsibility of recording his own data. The CONTRACTOR shall log all necessary data from the locator / tracking system:

- Position.
- Roll Angle.
- Tilt Angle.
- Depth – Every ten (10) feet.
- Temperature of Data Transmitter.
- Remaining Battery Life.
- Pull Back Force (Maximum pull back force shall be recorded).
- Drilling Fluid Pressure

- 2.2.5 An INSPECTOR for the TOWN shall witness and verify the CONTRACTOR'S logging of pertinent data. The INSPECTOR may log his own data in the Department's own Directional Bore Log sheet for the Town's use.
- 2.2.6 CONTRACTOR shall notify all involved agencies prior to start of construction. The CONTRACTOR is responsible for verifying that all permits are current and not expired. The CONTRACTOR shall notify the ENGINEER of Record and the TOWN if expired.
- 2.2.7 The CONTRACTOR shall call "Sunshine State One-Call" (phone number: 800-432-4770) 2 full days prior to performing any excavation. The CONTRACTOR shall confirm the location of utilities before starting the directional bore. This shall be done by hand digging within the tolerance zone of marked utilities.
- 2.2.8 The CONTRACTOR shall perform directional bore in accordance with the approved project DRAWINGS. In no case shall the bore extend into private property unless an easement is provided prior to start of construction. Vertical tolerances shall be plus or minus 1 foot of elevations shown on drawings. Horizontal tolerances shall be plus or minus 1 foot of alignment shown in drawings. These tolerances shall be met unless required separations for other utilities must be met and puts the bore in conflict. Failure to meet tolerances, if not pre-approved by ENGINEER, may be grounds for rejecting the bore. The CONTRACTOR may, at the discretion of the ENGINEER, be required to abandon the bore and re-drill a new one at CONTRACTOR's own expense.
- 2.2.9 The CONTRACTOR shall provide all structures, safety equipment, and professional services required for the health and safety of the general public and of personnel involved in directional boring work in accordance with the requirements of the Federal, State, and Local Authorities. This includes proof of construction personnel certificates of trench safety training at the time of construction.
- 2.2.10 The CONTRACTOR shall take all measures necessary to protect surrounding public and private property, adjacent buildings, roads, drives, sidewalks, drains, sewers, utilities, trees, structures, and appurtenances from damage due to directional bore work.
- 2.2.11 The CONTRACTOR shall exercise due care at all times and shall not apply more than the safe pull force to the carrier pipe recommended by the ENGINEER. **This shall be accomplished using an approved breakaway connector between the reamer and the pulling eye.**
- 2.2.12 The CONTRACTOR shall install a blue coated tracer wire on all water carrier pipe and green coated tracer wire on all wastewater force main carrier pipe and purple for reclaimed water carrier pipe. The CONTRACTOR will be responsible to provide a tracer wire that tests positive for continuity the entire length of the bore prior to acceptance by the INSPECTOR.

- 2.2.13 The CONTRACTOR shall be fully responsible for all steerable, fluid lined directional boring operation. Any noticeable surface defects resulting from operation of this boring equipment shall be repaired by the CONTRACTOR at his expense. The CONTRACTOR is recommended to take preconstruction videos of the construction site to avoid unwarranted claims for damages resulting from the construction.
- 2.2.14 The CONTRACTOR shall meet all TOWN insurance requirements, as defined by the Town's Public Works Department, when working in a right-of-way, using a right-of-way use permit.

2.3 Drilling Requirements

- 2.3.1 The horizontal alignment shall be as shown on the drawings, plus or minus 1 foot. The vertical alignment shall be as shown on the drawings, plus or minus 1 foot. If the CONTRACTOR cannot meet these tolerances for whatever reason, he shall confer with the ENGINEER prior to the start of the bore and the ENGINEER shall approve any changes.
- 2.3.2 The pipe shall have a minimum cover of 36 inches.
- 2.3.3 Compound curvatures should be minimized as the pulling force of the pipe may be significantly **increased** by the additional tensile stresses due to curvatures. This is limited by the maximum deflection as set forth by the HDPE pipe manufacturer or AWWA Standards, whichever is more stringent.
- 2.3.4 The entry angle should be 12° to 14° ideally (not to exceed 15°). Exit angle should be 6° to 12° (maximum) to facilitate the pullback operation **and minimize capstan effect tensile stresses on the pipe.**
- 2.3.5 Erosion and sedimentation control measures and on-site containers shall be installed to prevent drilling mud from spilling out of entry and/or exit pits.
- 2.3.6 Drilling mud shall be disposed of off-site in accordance with applicable local, State and Federal requirements and/or permit conditions.
- 2.3.7 Pilot holes shall be drilled on bore path with no deviation greater than plus or minus 1 foot horizontally or vertically from the design over a length of 100 feet. In the event that the allowable deviation is exceeded, the CONTRACTOR shall notify the ENGINEER/TOWN, and the TOWN may require the ENGINEER/DEVELOPER/CONTRACTOR to pull back and re-drill from a location along the bore path before the deviation. Contractor shall use appropriate reamer type (winged, fluted, barrel, etc) for expected soil conditions.
- 2.3.8 Upon successful completion of the pilot hole, the borehole shall be reamed to a minimum of 25 percent greater than the outside diameter of the pipe being installed. For bores with more than two radii of curvature (entrance and exit), the borehole should be reamed up to 50 percent larger than the outside diameter of the carrier pipe. Pre-reaming may be necessary dependent on size of material to be pulled.

All pipe to be pulled (6" and larger) shall be pre-reamed prior to pullback.

Additional passes for pre-reaming may be required for larger pipe. Incremental increases of 4"-6" shall be used as needed until appropriate bore hole size has been achieved.

Pre-reaming does not constitute pull back of product with final size reamer head attached. Pre-reaming must be accomplished with no product attached to the reamer head on all bore pipe 6" and larger. The bore product may be pulled back on final pass of pre-reaming, if the reamer head is no larger than 6" from the previous pass.

All bore pipe to be pulled back on final pass shall have a "breakaway" device installed. The breakaway limit shall be per Appendix B of this publication. These breakaway device limits shall be limited to DR 11 pipe only. These limits are not to be used with other types of pipes or materials.

2.3.9 The CONTRACTOR shall not attempt to ream at a rate greater than the drilling equipment and mud system are designed to safely handle. **Normal rate of drilling should be between one to two feet per minute.**

2.3.10 In the event of a drilling hole blowout, the CONTRACTOR shall be responsible for restoring to original condition any damaged property and cleaning up the environment in the vicinity of the blowout.

2.4 Pipe Installation

2.4.1 After reaming the borehole to the required diameter, the pipe shall be pulled through the hole. In front of the pipe shall be a swivel and barrel reamer to compact the borehole walls.

2.4.2 Once pullback operations have commenced, the operation shall continue without interruption until the pipe is completely pulled into the borehole. The frictional resistance is the highest just prior to movement and decreases with movement. When pullback ceases, frictional forces and drag forces increase due to the thixotropic nature of drilling mud. The mud starts to gel when it is undisturbed. Therefore, **PULLBACK SHALL NEVER BE STOPPED, EXCEPT FOR DRILLING ROD REMOVAL, UNTIL THE PIPE IS COMPLETELY PULLED INTO ITS PERMANENT POSITION.**

2.4.3 Adequate lengths of pipe shall be provided at both the launching and receiving ends to facilitate service connection assemblies.

2.4.4 After pullback, pipe may take several hours to recover from the axial strain. When pulled from the reamed borehole, the pull-nose should be pulled out 3-4 percent longer than the total length of the pull to avoid having the pull-nose sucked back below the borehole exit level due to stretch recovery and thermal contraction to an equilibrium temperature.

2.4.5 The pipe entry and exit area shall be graded as needed (by contractor) to provide support for the pipe and to allow free movement into the borehole. The pipe shall be guided into the borehole to avoid deformation of, or damage to, the pipe.

- 2.4.6 The pipe shall be installed in a manner that does not cause upheaval, settlement, cracking, and movement or distortion of surface features. Any damages caused by the CONTRACTOR's operations shall be corrected by the CONTRACTOR.
- 2.4.7 In the event that unexpected subsurface conditions impeding drilling operations are encountered, the procedure shall be stopped and not continued until the TOWN has been consulted. The pipe **which has already been pulled into the hole** shall be pulled back through the borehole using **slings and whatever equipment is available on site to avoid damage to the pipe and having the drilling mud set up around the pipe.**
- 2.4.8 If the final grade of the finished bore is not satisfactory to the TOWN or any other jurisdictional entity, the pipe shall be abandoned, **fully** pressure grouted in place in accordance with the jurisdictional entity, and an alternate installation shall be made. The abandoned pipe shall be properly shown on "as-built" drawings to be submitted following conclusion of the construction work.
- 2.4.9 The INSPECTOR shall inspect the installed pipe for roundness and / or damage. Evidence of over-pulling or significant surface scratching shall be brought to the attention of the ENGINEER and the TOWN. Deformations of more than 10 percent may be grounds to abandon the bore and have the CONTRACTOR re-drill another line.

2.5 Butt Fusion Procedure

- 2.5.1 Fusion welds shall be performed by an experienced technician that has been properly trained to meet the pipe manufacturer's procedures. All welds shall meet the pipe manufacturer's recommendations.
- 2.5.2 As the pipe ends are melted against the heater during the heating period, the molten plastic will swell and form **small** melt beads around the pipe ends. The melt beads should be the same size on both pipe ends, and uniformly sized all the way around.
- 2.5.3 After **pre-heating** has been completed, the ends should be separated just enough to remove the heater, observed for uniformity of the beads and quickly (within three seconds) brought together with the recommended **fusion** pressure.
- 2.5.3.1 If melted plastic sticks to heater, the two ends should not be joined. The ends should be allowed to cool and the procedure started over.
- 2.5.3.2 **Excessive pressure** should not be used as this will squeeze too much melt out of the fusion area and result in a weakened joint. **The resulting bead should be approximately twice as wide as it is tall and the "V" between beads should be approximately half as deep as of the height of the beads.**
- 2.5.4 The CONTRACTOR may do a preliminary pressure test on the completed string of pipe prior to installation. A pressure test shall be required on the completed directional bore prior to final acceptance.

2.6 Connecting Two Adjoining Sections of Directionally Bored Pipe

- 2.6.1 If the overall length of the required utility installation can not be safely pulled using one directional bore, then the CONTRACTOR shall be required to make more than one pull to accomplish the installation.
- 2.6.2 Where two adjacent pulls meet; the CONTRACTOR shall dig a pit and join the two sections together at the elevation of the two segments as if it were a continuous pull-in.
- 2.6.3 The two sections of HDPE shall be joined together using **an** electrofusion **coupling** per the manufacturer's recommendations.

2.7 Qualifications for Rejection of Directional Bore

- 2.7.1 If Town of Redington Beach Utilities Line Inspector is not present during the entire bore.
- 2.7.2 If the installed "Breakaway" devices should fail during pull back.
- 2.7.3 If the drilling fluid is "lost" during the pull back of the product and can not be regained within the required timeframe of the manufacturer or if more than a reasonable amount of fluid is used to fill an unknown void and flow can not be regained. No pipe shall be pulled without visible flow of drilling fluid.
- 2.7.4 If the pipe shall fail a hydraulic pressure test as specified by the manufacturer.
- 2.7.5 If at any time when the product is pulled back and any exposed areas have a greater than allowable "gouging" or visible marring of the pipe.
- 2.7.6 If the vertical and horizontal limits are not within tolerances, this may be cause for rejection of bore.
- 2.7.7 Any other defect in material or workmanship which would affect the quality, performance, or installation life of the installed pipeline.

3.0 POST-CONSTRUCTION

3.1 General

- 3.1.1 The as-built variance from the specified bore path shall not exceed plus or minus 1 foot in the vertical plane and plus or minus 1 foot in the horizontal plane.
- 3.1.2 The CONTRACTOR shall be considered as having completed the requirements of the directional bore when he has successfully completed the work, including pressure testing, to the satisfaction of the DEVELOPER/OWNER's ENGINEER and the TOWN INSPECTOR.
- 3.1.3 The completed HDPE water main or force main shall be pressure tested at 150 psig for two hours for final acceptance and the pressure shall not fall below 145 psig during the test period.

3.1.4 Pressure testing shall occur after installation and shall be pressured to 160 psig, adding water as needed to maintain pressure. When the pressure stabilizes, the pressure shall be maintained for three hours. After three hours, the pressure should be reduced to 150 psig and tested at 150 psig for two hours.

3.2 As-Builts

When the directional bore is completed, the CONTRACTOR shall provide data log sheets and marked up as built drawings to the INSPECTOR, and the DEVELOPER/OWNER's ENGINEER, as required.

**TOWN OF REDINGTON BEACH PUBLIC WORKS DEPARTMENT
DEVELOPER DIRECTIONAL BORE STANDARDS**

**APPENDIX A
DIRECTIONAL BORE DESIGN FACTORS**

Calculations for computing the maximum safe pullback force should be submitted with the project design package.

The following equations from the PLEXCO Polyethylene Industrial Piping Systems; "Technical Information; Technical Note: Horizontal Directional Drilling (Guided Bore) with PLEXCO Pipe", are presented for estimating some, but not all of the factors to be considered in designing a successful directional bore. They are based upon approximations and are for "ideal" conditions. They are by no means all of the considerations to be used in designing a directional bore.

The designer is totally responsible for the design of the directional bore and use of the following shall not transfer any of that responsibility to the TOWN. The TOWN makes no claim to the accuracy or completeness of the equations.

- (a) **PULLBACK FORCE:** The pullback force is calculated at the leading end of the pipe behind the pulling head. For pipe pulled in straight level bores, the frictional resistance or required pulling force, F_p , is approximated by:
 $F_p = \mu \times w_b \times L$, Where μ is the coefficient of friction between pipe and ground; w_b is the net downward or upward force on the pipe (lb/ft); and L is length (ft).
- (b) **FRICTIONAL RESISTANCE OF DRILLING MUD:** The frictional resistance is highest just prior to movement and decreases with movement. When pullback ceases, frictional forces and drag forces increase due to the thixotropic nature of drilling mud. The mud starts to gel when it is undisturbed. Therefore, pullback should never be stopped, except for drilling rod removal, until the pipe is completely pulled into its permanent position.
- (c) **BOUYANT FORCE:** The pullback force will depend on whether the pipe is full or deliberately weighted to reduce buoyancy. Buoyant force pushes the pipe up against the top of the borehole, creating frictional drag between the pipe and the borehole. The buoyant weight of the pipe is, $F_b = (\gamma_b \pi D^2)/576 - w_a$. Where: D = pipe outside diameter, γ_b = specific weight of the mud slurry (lb/ft³), and w_a = weight of empty pipe.
- (d) **MINIMUM RADIUS OF CURVATURE:** Drill path curvature, at the entry and exit pits, is limited by the steering capabilities of the boring equipment. Drilling rod typically has a recommended bend radius of $1200 \times D_{ROD}$, where D_{ROD} is the nominal rod diameter. When the bending radius is around $150 \times D_{PIPE}$ or less, the safe pulling strength of PE pipe may be significantly reduced by the additional tensile stresses due to curvature.
- (e) **CAPSTAN EFFECT:** For pipe pulled around a curve (vertical or horizontal) creating an angle, θ (in radians), the capstan effect, $F_c = e^{\mu\theta}(\mu w_b L)$
Where: μ = coefficient of friction between pipe and slurry or pipe and ground,
 w_b = net downward (or upward) force on pipe (lb/ft),
 e = natural logarithm base ($e = 2.71828$), and
 L = length (ft).
- (f) **SAFE PULL FORCE:** The safe pull stress, σ_{SP} , may be calculated by subtracting the bending stress due to curvature from the allowable tensile stress:
$$\sigma_{SP} = \sigma_{allow} - \frac{(E \times D)}{2r}$$

The "safe pull force" can be found by multiplying the safe pull stress by the cross-sectional area of the pipe.

Where:, σ_{allow} = allowable tensile stress (psi), D = outer diameter of pipe (in), DR = Dimension Ratio, and E = time-dependent modulus of elasticity (psi) from tables.

- (g) **NET SAFE PULL FORCE:** All **tensile** stresses due to various curvatures in the boring path are additive and should be subtracted from the safe pull force.
- (h) **TIME DEPENDENCE:** The “safe” pull-load is time dependent. See ASTM F-1804 for safe pullback values for PE pipe, less bending stresses.

For additional sources of information, the designer is referred to the following reference sources:

Mini-Horizontal Directional Drilling Manual (1995), North American Society of Trenchless Technology (NASTT), Chicago, IL

PPI Handbook of Polyethylene Piping (1998), Plastics Pipe Institute, Washington, D.C.

**TOWN OF REDINGTON BEACH PUBLIC WORKS DEPARTMENT
DEVELOPER DIRECTIONAL BORE STANDARDS**

**APPENDIX B
DIRECTIONAL BORE GUIDELINES**

Directional Bore – Safe Pull Strength (for DR11, DIP Size HDPE)

Pipe Size (inches)	Safe Pull Strength (lbs)	Max. Breakaway Strength (lbs)	Minimum Bend Radius (in)	Wall Thickness (in)	Maximum Defect Depth
4	7,600	7,500	96	.36	1/16
6	15,800	15,000	138	.55	1/11
8	27,200	27,000	181	.73	5/32
10	41,000	40,000	222	.91	3/16
12	57,900	57,000	264	1.10	1/4

- Schedule the bore with Water Utilities 48 hours (2 working days) prior to boring
- If bore is over 100 linear feet, contractor needs to fuse pipe together the day before
- Contractor needs to physically locate existing utilities, following the 48 hour Sunshine One-Call Guidelines
- Material Inspection: To be done before the bore is scheduled.
- Surface cuts or scratches greater than or equal to maximum defect depth are not acceptable
- Blue stripe or Blue Extruded for Water
- Green stripe or Green Extruded for Sewer
- Purple stripe or Purple Extruded for Reclaimed Water
- #10 gauge solid strand – (2) wires attached to pipe

Performing the bore:

- Set up the bore log
- Calibrate Contractor's locator with actual depth measurement – check the depth of the first rod
- Ream the bore hole
- Check the flow of bentonite – must be continuous
- Check the pulling pressure
- Do not allow operator to exceed safe pull strength
- Mark up drawing with "As-Built" data
- Record pull back pressure
- Fuse DR11 together – minimum 440° F to maximum 460° F
- Cool down time (min/ weld) equals: Pipe Diameter ÷ 2

**TOWN OF REDINGTON BEACH PUBLIC WORKS DEPARTMENT
DEVELOPER DIRECTIONAL BORE STANDARDS**

Directional Bore Log

Project Name: _____

Project Number: _____ **Date:** _____

Contractor/Site Representative: _____

Bore Location/Number: _____ **Size/Material:** _____

Starting Location: _____ **Bore Rod Length:** _____

	Total Length Bored	Distance from Start Point	Depth	Pull Back Pressure	Drilling fluid Pressure	Comments
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						

***Lengths to be measured in rod length increments**

Inspector/Town Representative: _____ **Contractor:** _____

EXHIBIT A-4
APPLICATION AND PERMIT FORMS



TOWN OF REDINGTON BEACH

105 164th Avenue
Redington Beach, FL, 33708

APPLICATION FOR A RIGHT-OF-WAY UTILIZATION PERMIT

Date: _____ Fee: _____ Received (initials): _____ Application # _____

Location: _____ feet _____ of _____
Street Name Distance NSEW Cross Street

Street Address (If applicable): _____

Minor Project: (200 s.f. or less) _____ Major Project: (Larger than 200 s.f.) _____

Contractor/Applicant: _____ Phone: _____

Address: _____ Cell: _____ E-mail: _____

Field Supervisor: Name: _____ Cell: _____

Type of work: Underground Utility: _____ Overhead Utility: _____ Wireless Facility: _____

Stormwater Management: _____ Other (Describe): _____

For underground work, construction method: Direct Drill: _____ Jack & Bore: _____ Open cut _____

Description of work: _____

_____ Plan Provided _____

Construction start date: _____ Expected duration: _____ days

Street Closure Required: No _____ Yes: Total _____, Partial _____ Traffic Maintenance Plan _____

Pavement Disturbance: No _____ Yes _____; Sidewalk/Driveway Disturbance No _____ Yes _____

Notifications: MBFR _____ Sunstar _____ PCSO _____ PCU _____ Duke _____ Frontier _____ Spectrum _____ Clw Gas _____

Major Projects Only Pub Hrg Notice: _____ Pub Hrg Date: _____ BoC Action: _____

Bond: _____

APPLICANT'S CERTIFICATION

I hereby certify that I have made application for the permit described above and that I have proper authority and authorization to apply for such permit.

I further agree to comply with all application processing procedures and with all conditions of this permit.

I further affirm that I have read and am familiar with Chapter 19 of the Town of Redington Beach Code as adopted by Ordinance 2018-05 and with Resolution 2019-02 and will abide by the

requirements of said Chapter and Resolution.

I acknowledge that any approval, direction or determination of the Town Building Official referenced in this permit may also be made by a designee of the Town Building Official.

Signature of permit applicant

Date

APPLICATION SUBMITTAL INSTRUCTIONS

1. Description and nature of the proposed installation shall be outlined in the blank lines on application. A separate sheet may be attached if needed.
2. The Applicant's Certification shall be signed by applicant or his agent.
3. Four copies of the application shall be filed with the Town's Building Official. The application shall include a plan of the construction not smaller than 11" x 17" and not larger than 24"x 36". On the attached plan, the following data shall be supplied:
 - a. The plan shall show the right-of-way lines and the widths of right-of-way. The offset distance from the centerline of the proposed installation shall be shown and the scope of the proposed project, with all the distances and sizes clearly indicated.
 - b. Typical cross section shall be furnished showing width of pavement, width of right-of-way on each side, offset distance from centerline to proposed installation and any pertinent data to sidewalks, curbs and gutters, etc.
 - c. The type of installation on both typical cross section and plan view.
 - d. All pertinent drainage information and calculations or justification for size of pipe and/or grading.
4. All improvements within Town maintained right of way shall conform to Florida Department of Transportation requirements
5. All applications for water and sewer lines must be separate applications and countersigned by the utility involved prior to submittal.
6. This form is to be made out in QUADRUPLICATE with four (4) drawings; one fully executed copy will be returned to you after approval.
7. The processing fee that must be received prior to the issuance of the permit.
8. If the project will result in any total or partial street closure, a traffic maintenance plan in accordance with the Florida Department of Transportation' Temporary Traffic Control (f/k/a Maintenance of Traffic), standards shall be provided with the application.
9. Proof must be provided that you meet the following insurance requirements:

“Comprehensive General Liability Insurance including, but not limited to,
Independent Contractor, Contractual, Premises/Operations, Products/Completed

Operation, Explosion, Collapse and Underground, and Personal Injury covering the liability assumed under indemnification provisions of this permit, with limits of liability for personal injury and/or bodily injury, including death, of not less than \$300,000, each occurrence; and property damage of not less than \$100,000, each occurrence. (Combined Single Limits of not less than \$300,000, each occurrence, will be acceptable unless otherwise stated.) Coverage shall be on an “occurrence” basis, and the policy shall include Broad Form Property Damage coverage, and Fire Legal Liability of not less than \$50,000 per occurrence, unless otherwise stated by exception herein.”

With the Town named as an additional insured party.



TOWN OF REDINGTON BEACH

105 164th Avenue

Redington Beach, FL, 33708

APPLICATION FOR A DRIVEWAY CONNECTION PERMIT

Date: _____ Fee: _____ Received (initials): _____ Application # _____

Street Address _____

Contractor/Applicant: _____ Phone: _____

Address: _____ Cell: _____ E-mail: _____

Field Supervisor: Name: _____ Cell: _____

Driveway Material: _____ Existing drainage: swale ____, Curb and Gutter _____

Other ____, Drainage Flow: _____ Provisions for drainage maintenance: _____

Description of work: _____

Plan Provided _____

Construction start date: _____ Expected duration: _____ days

APPLICANT'S CERTIFICATION

I hereby certify that I have made application for the permit described above and that I have proper authority and authorization to apply for such permit.

I further agree to comply with all application processing procedures and with all conditions of this permit.

I further affirm that I have read and am familiar with Chapter 19.5 of the Town of Redington Beach Code as adopted by Ordinance 2018-05 and with Resolution 2019-02 and will abide by the requirements of said Chapter and Resolution.

I acknowledge that any approval, direction or determination of the Town Building Official referenced in this permit may also be made by a designee of the Town Building Official.

Signature of permit applicant

Date

APPLICATION SUBMITTAL INSTRUCTIONS

1. The Applicant's Certification shall be signed by applicant or his agent.
2. The application shall be filed with the Town's Building Official. The application shall include a plan of the construction not smaller than 11" x 17" and not larger than 24"x 36". On the attached plan, the following data shall be supplied:
 - a. The plan shall show the location of the new or relocated driveway or of the driveway repairs.
 - b. The existing and proposed drainage under, over and around the driveway, including the direction of flow and the grade, depth and width of the existing and proposed swale, curb and gutter or other drainage facility.
 - c. The type of installation on both typical cross section and plan view.
 - d. All pertinent drainage information and calculations or justification for size of pipe and/or grading.
4. All improvements within Town maintained right of way shall conform to Florida Department of Transportation requirements
6. This form is to be made out in duplicate with two (2) drawings; one fully executed copy will be returned to you after approval.
7. The processing fee that must be received prior to the issuance of the permit.
8. If the project will result in any total or partial street closure, a traffic maintenance plan in accordance with the Florida Department of Transportation' Temporary Traffic Control (f/k/a Maintenance of Traffic), standards shall be provided with the application.



TOWN OF REDINGTON BEACH

105 164th Avenue

Redington Beach, Fl, 33708

RIGHT-OF-WAY UTILIZATION/DRIVEWAY CONNECTION PERMIT

Date: _____ Permit # _____

The Town of Redington Beach, a Florida municipal corporation, hereinafter called the Permit Grantor, or the Town, hereby grants:

_____ hereinafter called the Permittee, a permit to construct/install ____, operate ____, maintain ____, replace/restore ____, and/or remove ____ the facilities, structures or landscaping listed below:

_____ Work to be permitted is shown on the attached plan and in accordance with the Right-of-Way Utilization or Driveway Connection permit application. This work is along, beneath, and/or over the right-of-way and/or property of the Permit Grantor at the following location:

_____, ____ feet north ____, south ____, east ____, west ____ of

_____ or at the following street address: _____

All work permitted is subject to the Conditions for Approval as included in this Right-of-Way Utilization/Driveway Connection Permit, Town of Redington Beach Municipal Code of Ordinances, and any other applicable laws, regulations or policies of the Town, Pinellas County, State and Federal government and/or other regulating authority.

Signing below affirms acceptance of all requirements stated, in writing, as a condition of the issuance of this Right-of-Way Utilization/Driveway Connection permit. Right-of-Way Utilization/Driveway Connection permit, conditions of approval, and any correspondence (from the permit grantor) referring to this Permit are all to be considered as part of this Right-of-Way

Utilization/Driveway Connection permit agreement. See below for additional conditions to this permit:

Permittee: _____ Address: _____

City: _____ Zip: _____

Telephone: _____ Fax: _____

Cell: _____ E-mail: _____

Permittee Signature: _____

COMPANY (CONTRACTOR) PERFORMING THE WORK IN THE FIELD:

Name: _____ Address _____

Telephone: _____ Cell _____

AUTHORIZED BY: _____ DATE OF ISSUANCE: _____

CONDITIONS OF APPROVAL

1. This Right-of-Way Utilization/Driveway Connection Permit will be completed with the description and nature of the proposed work fully described in writing.
2. The Utility Notification Center. Sunshine One Call of Florida must be notified 48 hours in advance of any work. Their phone number is 1-800-432-4770.
3. The Permittee, any contractor and/or subcontractor performing work relating to the work described and approved in this Right-of-Way Utilization/Driveway Connection Permit will be denoted along with contact information during and after work hours along with emergency contact information.
4. The Plan which is made a part of this Permit shall include:
 - a. Geographical description of work to be done
 - b. Right-of-Way lines
 - c. Sidewalks, swales, and curbs
 - d. Description of area of land, pavement, and/or curb disturbing activity.
 - e. The offset distance from the centerline of the proposed work shown with all distances and sizes clearly indicated.
 - f. Cross section denoting locations of other utilities in the area being disturbed/affected.
 - g. Location of all storm water drainage system components (pipes, outfalls, drop inlets,

catch basins, retention ponds, detention ponds, seawalls, swales or other components of the storm water system.

h. A description of any stormwater related Best Management Practice that will be used to mitigate against the sedimentation of the stormwater system, erosion of affected/disturbed areas, deposition/release of nutrients or other pollutants to the neighboring properties, water bodies and/or wastewater system.

I. All of the above, if requested, shall be clearly marked with sizes, dimensions, and other pertinent information clearly marked.

5. Section corner monuments and other survey markers subject to displacement shall first be referenced and later reset by a Florida Registered Surveyor.

6. This Right-of-Way Utilization/Driveway Connection Permit is to be signed by the applicant or their legally empowered agent.

7. Contractor performing the work must be licensed/registered through the Pinellas County Construction Licensing Board (PCCLB) and must meet the insurance requirements required by the PCCLB.

8. The construction, operation, and maintenance of any facility done pursuant to this Permit shall not interfere with the property and rights of a prior occupant.

9. The construction, operation and maintenance of any facility done pursuant to this Permit shall not create obstructions which are/or become dangerous to the traveling public.

10. Temporary Traffic Control (f/k/a Maintenance of Traffic (MOT)) and safety procedures will follow Florida Department of Transportation (FDOT) and the Manual on Uniform Traffic Control Devices (MUTCD) policies.

11. Digital photos may be required prior to the start of work by the Permittee.

12. Right-of-Way restoration will be inspected periodically by the Town of Redington Beach for the period of 1 year after final restoration. Should any deficiencies be encountered, the Permittee will have seven (7) days to make such corrective actions, unless the conditions warrant immediate attention. One (1) year after final restoration, responsibility for the permitted area will revert back to the Town.

13. To insure that hazards do not impact the owners, residents, property, or environment, the

Town of Redington Beach maintains the right to inspect all materials and equipment used on or in conjunction with the work outlined in this Right-of-Way Utilization/Driveway Connection Permit.

14. The Permittee shall and does hereby agree to indemnify, pay the cost of defense and save harmless the Permit Grantor from and against the payment of all claims, suits, actions, costs, attorney's fees, expenses, damages, judgments or decrees by reason of any person/persons or property being damaged or injured by the Permittee, his employees, agents or subcontractors or in any way attributable to the performance, prosecution, construction, operation or maintenance of the work herein permitted by the Permittee and resulting from the negligent act/acts or omission/omissions of said Permittee in connection with the work herein permitted.

15. The Permittee shall repair and or restore any damage or injury to the right-of-way or to any other Town property and shall repair the same promptly (within seven (7) days of notification to the Permittee), restoring it to a condition at least equal to that which existed immediately prior to the infliction of such damage or injury. Restoration work will, at a minimum, meet Town Standards as described in Resolution 2019-02 and any standards that are denoted in the Conditions of Approval of this Right-of-Way Utilization/Driveway Connection Permit.

16. All repairs and restoration must conform to the Town Standards (as adopted by Resolution 2019-02) or any standards that are denoted in the Condition of Approval of this Right-of-Way Utilization/Driveway Connection Permit.

17. All portions of the right-of-way other than paved areas disturbed by the construction permitted by this Permit shall be grassed, mulched, and/or sodded as required.

18. The Permittee shall televise and record all sanitary sewer mains, sanitary sewer laterals, any other sanitary sewer component, and/or any storm drainage system components that are within the area of work described in this Right-of-Way Utilization/Driveway Connection Permit. These tapes and/or recorded discs are to be delivered to the Town for review and permanent filing.

19. Any work that may affect storm water quantity or quality shall require the installation of proper storm water Best Management Practices (BMPs) techniques. Devices or actions to be implemented may include hay bales, silt fences, geotextiles, proper dewatering procedures, analytic sampling, and/or techniques listed in the Florida Department of Environmental

Protection's Storm water, Erosion, and Sedimentation Control Inspector's Handbook. All work done shall conform to the Town of Redington Beach stormwater management ordinances.

20. All overhead installations shall conform to clearance standards of the Florida Department of Transportation (FDOT) and all underground crossing installations shall be laid at a minimum dept of thirty inches (30") below the pavement or at such greater depth as the Permit Grantor may require.

21. In the event of widening, repair, or reconstruction of said Right-of-Way, the Permittee shall move or remove said utility installation(s) at no cost to the Permit Grantor.

22. This Right-of-Way Utilization/Driveway Connection Permit creates and should be considered as granting a permissive use only and the placing of facilities upon the Town property pursuant hereto shall not operate to create or to vest any property rights in said Permittee and is granted in perpetuity subject to termination by the Permit grantor upon the giving of thirty (30) days notice in writing to the Permittee.

23. Emergency Work. In the event of an emergency, the Permittee owner will be allowed to affect the necessary repairs in advance of receiving a permit. However, the application for a Right-of-Way Utilization/Driveway Connection Permit must be submitted and received in the Building Official's office before the end of the following business day.

24. THE CONDITIONS STATED HEREIN ARE ACCEPTED BY THE APPLICANT AND CONTRACTOR. The permit is not transferable and is VOID after sixty (60) days from the date of approval unless work has been started. The applicant agrees, upon completion of any work, to satisfactorily complete all the work authorized by the permit within a period of ____ calendar days.

25. Work within the right-of-way under construction shall be within the times allowable for work, as denoted in the Town of Redington Beach Code of Town Ordinances, except where the work must proceed in order to protect the public interest.

26. It is expressly agreed by the Permittee that this permit is a license for permissive use only and that the placing of improvements such as but not limited to, utilities, facilities, roadways, structures or landscaping upon public property pursuant to this permit shall not operate to create or vest any property right whatsoever in said Permittee, current owner/operator, or adjacent

property owner.

27. Emergency situations shall be coordinated by the Permittee to the maximum extent practicable, with the Town Building Official.

28. Other Conditions of Approval:

Building Official

Date

Accepted: _____

Permittee by _____
Title

Date

EXHIBIT B
FEE SCHEDULE

TOWN OF REDINGTON BEACH
RESOLUTION 2019-02

EXHIBIT B

FEE SCHEDULE
CHAPTERS 19 AND 19.5, TOWN CODE

A.	RIGHT-OF-WAY UTILIZATION PERMIT	Minor Project	Major Project
	Town of Redington Beach	\$0.00	\$0.00
	Pinellas County	\$0.00	\$0.00
	Cable TV Franchisee	\$125.00	\$200.00
	Electric Power Franchisee	\$125.00	\$200.00
	Natural Gas Franchisee	\$125.00	\$200.00
	Telephone Franchisee	\$125.00	\$200.00
	Property Owner/Occupants, Contractors	\$125.00	\$200.00

Includes one pre-construction inspection and one final inspection. If re- inspections are required, the fee for the first re-inspection is \$50.00, the fee for the second re-inspection is \$75.00 and the fee for the third and subsequent re-inspections in \$100.00.

B. DRIVEWAY CONNECTION PERMIT

New/relocated driveway: \$52.00, (includes one final inspection. If re- inspections are required, the fee for the first re-inspection is \$50.00, the fee for the second re-inspection is \$75.00 and the fee for the third and subsequent re-inspections in \$100.00.)

Driveway Repairs: \$102.00, (includes one pre-construction inspection and one final inspection. If re- inspections are required, the fee for the first re-inspection is \$50.00, the fee for the second re-inspection is \$75.00 and the fee for the third and subsequent re-inspections in \$100.00.)

C. WORK COMMENCED WITHOUT A PERMIT

Where work is started without first obtaining the appropriate permit and paying the fees, the permit fee for a homeowner shall be double that established for the work, and the permit fee for contractors commencing work without a permit shall be four times the normal permit fee. An exception may be made in case of genuine emergency such as storm damage, by ruling of the Building Official, but in such case the basic fees shall be paid as soon as possible.

AMENDMENT AND RENEWAL OF
AGREEMENT FOR PROFESSIONAL SUPPORT SERVICES
BETWEEN TOWN OF REDINGTON BEACH, FLORIDA
AND SAFEbuilt FLORIDA, LLC

THIS RENEWAL to the Agreement for Professional Support Services entered into January 20, 2015, is made by and between the TOWN OF REDINGTON BEACH, FLORIDA, (hereinafter referred to as "TOWN") and FLORIDA MUNICIPAL SERVICES, INCORPORATED, which was acquired by SAFEbuilt Florida, LLC through a stock acquisition by SAFEbuilt, LLC as of May 16, 2016, (hereinafter referred to as "CONTRACTOR"). The TOWN and the CONTRACTOR shall be jointly referred to as the Parties.

WHEREAS, the TOWN and CONTRACTOR executed the Agreement for Professional Support Services for Plan Review, Inspections and Planning/Zoning Development Review (hereinafter referred to as "Agreement") on February 24, 2015; and

WHEREAS, the Agreement was extended for one (1) additional term of April 01, 2017 through March 31, 2018; and

WHEREAS, the Agreement was extended for one (1) additional term of April 01, 2018 through March 31, 2019 at the Board of Commissioners on March 21, 2018 meeting; and

WHEREAS, the Agreement provided for three, one-year renewals and both Parties desire to exercise the third renewal option to extend this Agreement;

NOW, THEREFORE, the Parties agree that the Agreement is hereby amended as follows:

1. The term of the Agreement is renewed for an additional year, effective April 01, 2019 and will continue in effect until March 31, 2020.
2. All other provisions of the Agreement to the extent not modified herein shall remain in full force and effect.

IN WITNESS HEREOF, the undersigned have caused this Amendment and Renewal to be executed in their respective names on the dates hereinafter enumerated.

Town of Redington Beach, Florida

SAFEbuilt Florida, LLC

Signature



Signature

Name: _____

Name: Thomas P. Wilkas

Title: _____

Title: Chief Financial Officer

Date: _____

Date: March 5, 2019

ATTEST:

Signature