

**MINUTES OF THE COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE LAND DEVELOPMENT REVIEW
SUBCOMMITTEE**

Naples, Florida, September 17, 2019

**LET IT BE REMEMBERED, the Collier County Development Services Advisory
Committee – Land Development Review Subcommittee in and for the County of Collier,
having conducted business herein, met on this date at 2:00 PM in a REGULAR
SESSION at the Growth Management Department Building, Room 609/610
2800 N. Horseshoe Drive, Naples, FL with the following persons present:**

**Chairman: Clay Brooker
Blair Foley
Robert Mulhere
Jeff Curl**

ALSO PRESENT:

**Jeremy Frantz, LDC Manager
Ellen Summers, Senior Planner
Richard Henderlong, Principal Planner
Eric Johnson, Principal Planner**

Any persons in need of the verbatim record of the meeting may request a copy of the audio recording from the Collier County Growth Management Division – Planning and Regulation building at 239-252-2400.

1. Call to order

Mr. Brooker called the meeting to order at 2:00 p.m.

2. Approve Agenda

The Agenda was approved subject to hearing Item 4.b.iv first under Item 4.b.

3. Old Business

None

4. New Business

a. Expediting minor zoning applications

Mr. Mulhere reported the Development Services Advisory Committee remanded the item to the Subcommittee and the goal would be to institute a zoning change process similar to the requirements for an Insubstantial Change to a Site Plan.

Mr. Mulhere moved for the full DSAC to recommend that Staff develop a policy for a streamlined process for minor zoning changes including reducing the allotted comment period for Staff reviewers and determining applicable County review disciplines which would be determined at the pre-application meeting. Second by Mr. Foley. Carried unanimously 4 – 0.

b. LDC Amendments

i. Clarification of minimum floor area in Bayshore Gateway Triangle Redevelopment Area

LDC SECTION TO BE AMENDED

4.02.16 Design Standards for Development in the Bayshore Gateway Triangle Redevelopment Area

The amendment clarifies the minimum floor area for commercial in the Bayshore Gateway Triangle Redevelopment Area does not apply to the size of a hotel room.

Mr. Mulhere reported the issue arose at a recent BCC meeting where there was confusion if the 700 square foot per unit requirement applied to hotel rooms. The Subcommittee noted consideration may want to be given to requiring a minimum size for hotel rooms.

Staff noted they could review the issue however the County's parking requirement would indirectly regulate the size and number of rooms allowed on a particular site.

Speaker

Laura Spurgeon-DeJohn, Johnson Engineering requested clarification on the 700 square foot minimum area requirements and how they apply to commercial and mixed use spaces.

The Committee noted the requirement should be clarified to indicate if it is a leased space, commercial establishment, etc.

Mr. Mulhere moved for the Development Services Advisory Committee to recommend the Board of County Commissioners adopt the amendment proposed by Staff, subject to adding the Footnote #8, “not applicable to guest rooms in hotels” to the “Mixed Use” column on the applicable tables. Second by Mr. Foley. Carried unanimously 4 – 0.

Mr. Mulhere moved for Staff to provide clarification on the standards for the square footage of units for Commercial and Mixed Uses and provide the information to the Development Services Advisory Committee when the proposed amendment is presented. Carried unanimously 4 – 0.

Mr. Mulhere moved to request the Board of County Commissioners direct Staff to provide clarification on the definition of “Mixed Use” in the CRA.

Mr. Frantz reported it would be more beneficial to allow Staff to review the definition and provide the results of their findings to the Subcommittee at their next meeting, so a determination may be made on how to proceed.

Mr. Mulhere withdrew the motion.

ii. Extend allowance for use of RV’s during build-back

CODE OF LAW SECTION TO BE AMENDED

62-79 Temporary Emergency Housing

38-07 Determination of Damage, Buildback Policy, Moratoria, Emergency Repairs, and Emergency Permitting System

The amendment seeks to assist and streamline post-disaster recovery efforts for permanent home owners requiring an extension for an onsite temporary emergency housing permit after the Board’s declaration of emergency. It allows an administrative approval by the County Manager or designee, to extend a temporary use permit for six-month periods, under certain conditions and until a Certificate of Occupancy has been issued.

Staff shall review the title to determine if it should read “Code of Laws and Ordinances.”

Mr. Foley moved for the Development Services Advisory Committee to recommend the Board of County Commissioners adopt the amendment as proposed by Staff. Second Mr. Mulhere. Carried unanimously 4 – 0.

iii. Miscellaneous corrections and scrivener’s errors

LDC SECTIONS TO BE AMENDED

2.03.05 Civic and Institutional Zoning Districts

2.03.07 Overlay Zoning Districts

2.03.08 Rural Fringe Zoning Districts

4.06.02 Buffer Requirements

5.03.06 Dock Facilities

9.04.04 Specific Requirements for Minor After-the-Fact Encroachment, APPENDIX C Final Subdivision Plat, Required Certifications and Suggested Text and Formats for other Required Information

The amendment corrects scrivener's errors, cross references from previously approved LDC amendments and updates the current Clerk of Court's signatory block for plats and required certifications.

The Committee noted some areas of the Land Development Code referenced other Codes and Statutes that may not exist, and recommended Staff review the document to ensure the references are correct.

Mr. Foley moved for the Development Services Advisory Committee to recommend the Board of County Commissioners approve the amendment as proposed by Staff. Second by Mr. Curl. Carried unanimously 4 – 0.

Following the motion, the Committee noticed the Statute cited (400.402 F.S.) cited in Section 2.03.05 B.1.a.5 to the proposed amendment does not exist and recommended Staff review the document to confirm any other outside Statutes, Ordinances, etc. cited are correct.

Mr. Brooker moved to for the Development Services Advisory Committee (DSAC) recommend the Board of County Commissioners approve the amendment as proposed subject to Staff confirming the Statutory or other code references in the proposed amendment before presenting it to the DSAC. Second by Mr. Foley. Carried unanimously 4 – 0.

Mr. Mulhere left the meeting at 2:30 p.m.

iv. Golden Gate Parkway Overlay District (Presentation only, no vote requested)

Mr. Johnson presented the PowerPoint "*Golden Gate Parkway Overlay District*" highlighting the following:

- The Golden Gate Area Master Plan is in the process of being amended with adoption by the BCC anticipated in September of 2019.
- The vision for the Golden Gate City area is "*Golden Gate City is a safe diverse family-oriented community that offers easy access to education, parks, shopping and services within a vibrant, walkable community.*"
- The Land Development Code will be amended to aid in achieving the vision with the goals of:
 - Incentivizes development and redevelopment in Golden Gate community
 - Match overlay standards to the Golden Gate City Vision.
 - Increase residential variety & address compatibility.
 - Control auto oriented uses & promote the pedestrian.
 - Focus development standards on urban form.
 - Spur economic development & business creation.
 - Incentivizes remodeling and renovation.
 - Establishment of Subdistricts, new development standards, avenues for deviations, etc.
- The overlay district is in addition to the underlying zoning district and owners may choose to utilize the standards in the overlay District which allows additional uses, smaller buffers setbacks and different design requirements to encourage new development and improvements.

- The overlay also promotes economic development and job creation including provision of clean, low impact manufacturing uses.
- Target industries would be eligible for TIF (Tax Incremental Funding) to be utilized for infrastructure and street improvements.

The following was noted during Committee discussions:

- Stakeholders have been contacted and will be instrumental to the success of the plan.
- The area is primarily developed although there is some vacant in the overlay area.
- Focusing on pedestrian movement is a good concept given the existing characteristics of the area.
- Concern manufacturing uses may create potential traffic issues.
- Redevelopment road patterns may want to incorporate assigned lanes for certain uses (i.e. bus lane multi modal, bike, etc.).
- Presentations should utilize photographic examples depicting 6 lane roadways, not a 2 way street downtown area.
- On street parking, especially on primary or secondary roads will be incorporated into the plan.
- The TIF monies may need to be made available up front to install improvements to incentivize new development or redevelopment.
- It may be beneficial to establish some type of Advisory Board to review proposed deviations or provide other input as necessary.
- An analysis of the successes and pitfalls of other similar initiatives in the County (Immokalee and Bayshore) should occur to determine any measures which may need to be employed to ensure the best chance for success.

Speaker

Laura Spurgeon-DeJohn, Johnson Engineering mentioned they are working with Transportation Division Staff on traffic related issues and there may be funds available for improvements that are captured in advance from TIF dollars.

c. 2020 DSAC-LDR Subcommittee schedule

Mr. Frantz provided the Memorandum “*2020 DSAC-LDR Subcommittee Schedule*” for information purposes noting he will email the schedule to the Members.

d. Website Update – Archived Ordinances (Presentation only)

Mr. Henderlong reported Staff has updated the website portal to allow the public and professional users to search the history of LDC requirements and amendments through the various ordinances adopted from 1982 and up to 2000.

5. Public comments

None

6. Adjourn

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 3:35 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE - LAND DEVELOPMENT
REVIEW SUBCOMMITTEE**

Clay et al

These Minutes were approved by the Committee on OCTOBER 2,, as presented X, or as amended _____.

2019