MINUTES OF THE COLLIER COUNTY DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING Naples, Florida August 2, 2023

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee, in and for the County of Collier, having conducted business herein, met on this date at 3 P.M. in REGULAR SESSION at the Collier County Growth Management Community Department Building, Conference Room #609/610, 2800 Horseshoe Drive North, Naples, Florida, with the following members present:

Chairman: William J. Varian
Vice Chairman: Blair Foley
James E. Boughton (excused)
Clay Brooker
Jeff Curl
David Dunnavant
John English
Marco Espinar
Norman Gentry (excused)
Mark McLean
Chris Mitchell
Robert Mulhere
Laura Spurgeon-DeJohn
Jeremy Sterk (excused)
Mario Valle

ALSO PRESENT:

Jaime Cook, Director, Development Review
Thomas Iandimarino, Director, Code Enforcement
Anthony Stolts, Supervisor, Utilities Planning
Sarah Harrington, Interim Dir., Housing Policy & Economic Development
Jay Ahmad, Director, Transportation Engineering
Michael Stark, Director, Operations & Regulatory Mgt. Division
Michael Bosi, Director, Zoning Division
Diane Lynch, Management Analyst 1/Staff Liaison GMCD
Julie Chardon, Ops Support Specialist II, GMCD

Any persons needing the verbatim record of the meeting may request a copy of the audio recording from the Collier County Growth Management Community Department.

1. Call to Order – Chairman

Chairman Varian called the meeting to order at 3 p.m.

2. Approval of Agenda

Mr. Curl moved to approve the agenda. Mr. McLean seconded it. The motion passed unanimously, 11-0.

3. Approval of Minutes

a. DSAC Meeting – June 7, 2023

Mr. Curl made a motion to approve the June 7, 2023, DSAC meeting minutes. Mr. Espinar seconded it. The motion passed unanimously, 11-0.

4. Public Speakers

(None)

5. Staff Announcements/Updates

a. Development Review Division – [Jaime Cook, Director]

Ms. Cook told the DSAC that at the June 2nd meeting, she requested feedback on whether they'd like to form a subcommittee to review updates to the Right-of-Way Manual, and you asked her to bring it back because none of your engineers were here. We're getting close to the point where we'd like to bring it forward to a subcommittee if there's interest, and we want to know who would be on that committee.

[The DSAC agreed they'd need at least three members and would need civil engineers to review the manual.]

Mr. Mulhere made a motion to form a subcommittee to review the Right-of-Way Manual and nominated John English, Blair Foley, and Chris Mitchell to the subcommittee. Mr. Valle seconded it. The motion passed unanimously, 11-0.

Vice Chair Foley said he emailed Jack about looking at the stormwater ordinance. Is it in its infancy now?

Ms. Cook said it was now. We'd like to work with the civil engineers on the committee and possibly Bob, if he's interested, on potential changes to that, as well.

[Dunnavant joined the meeting at 3:03 p.m.]

b. Code Enforcement Division – [Thomas Iandimarino, Director]

Mr. Iandimarino submitted monthly statistics and reported that:

- About 30% of our cases have been weeds and abatement this past month. It was about 20% two months ago, 25% last month, and 20% three months ago, so it's a steady increase. Hopefully, we'll get more rain.
- Contractor Licensing renewals are open. As part of the state requirement, all county contractor licenses, including special licenses, are required to be renewed for 23-24 years. E-mail renewal notices went out to about 3,000 contractors on July 5th, and we'll send them out via U.S. mail next week. Be aware that you have to renew.

Chairman Varian asked if they were being sent to any contractor.

Mr. Iandimarino said they were sent to all licensed contractors in the county.

Chairman Varian said he hadn't received one yet.

Mr. Iandimarino said he could speak to him afterward.

- c. Community Planning & Resiliency Division [Chris Mason, Director] (None)
- d. Public Utilities Department [Anthony Stolts, Supervisor]

 Mr. Stolts said the charts are in the agenda packet, and he has no more news to provide.
- e. Economic Development & Housing Division [Sarah Harrington, Interim Director]

 Ms. Harrington said we've been exploring the idea of having an AHAC liaison participate on DSAC. AHAC falls under our purview.

Chairman Varian noted that the item is on the agenda under New Business. **Mr. Mulhere** noted that AHAC stands for the Affordable Housing Advisory Committee.

- f. GMD Transportation Engineering Division [Jay Ahmad, Director] Mr. Ahmad provided updates on transportation projects:
 - **Veterans Memorial**. We had an event yesterday, a ribbon-cutting for the school and the roadway. It's open to traffic, but we still have some punch-list items that need to be addressed. Four lanes and sidewalks are open, and school opens next week on August 10.
 - Whippoorwill Lane. It's completed except for the traffic signal. We decided not to open the connection to Pine Ridge Road until the traffic light was in place. There's a stop-work order because we ordered material about 1½ years ago and still haven't gotten the controller cabinet. We're having the same issue with our traffic-signal cabinets, so we gave them a stop-work order until we get the signal cabinet. We expect that this year. The roadway and roundabouts are done, and we're just waiting for the signal.
 - Vanderbilt Extension. It's going very well. If you've driven down by Wilson, 16^{th,} or any of these streets, you can look to the right or left and see they're building an embankment and have put in drainage structures. They're building the bridges and built one so far. The project is moving well and is on track for completion in 2-2½ years.
 - Golden Gate Parkway. The bridge over Golden Gate Parkway over the canal is approaching completion as you enter Golden Gate City. The bridge is done. They're working on the south side of the bridge with the approach slab, and once they complete that, the bridge will be completed and open for four lanes of traffic by October or November.

Mr. Curl said the Productivity Committee discussed the issue at the July 4th fireworks at Paradise Coast Sports Center and how it took some people 2½ hours to get out of the park onto SR 951/Collier Boulevard. It reminded him of an issue about 20 years ago when Dave or Bob Tipton talked about SCOOT (Split Cycle Offset Optimization Technique) and how a traffic system could be programmed or manually set in an event like that, where mass traffic is pushing against signals so that it would automatically make it a priority to outlet signals. Is that something you still have in the county?

Mr. Ahmad explained that:

• The days of SCOOT are over.

- We now have more intelligent AI software that detects traffic and assigns it, similar to SCOOT.
 It's on Airport Road. Immokalee Road will soon be on it. We have other systems similar to what SCOOT did, except it's a lot more in technology.
- The issue with the sports park is a different issue. There's only one entrance and a couple of exits, so for large events like that, like a stadium or concert, once you are let out, there's nothing that can handle that kind of volume, 20,000 people trying to get out simultaneously.
- It's a lesson learned for planning for the future. How do you discharge traffic in increments? Perhaps a concert could stop, and a smaller concert would continue. Maybe you could have a couple of smaller fireworks events and manage traffic.
- It becomes more critical than signal timing because there's nothing you can do is signal timing.

Mr. Valle asked if that couldn't be addressed by hiring the Sheriff's Office and having them control it by overriding the system and getting the traffic out as needed.

Mr. Ahmad said they believed they used the Sheriff's Office for planning, traffic control, and other departments, such as maintenance. These are issues that are currently being addressed and learned.

Mr. Valle asked about Radio Road right before you reach Santa Barbara Boulevard, on the western side of the right-of-way. They were constructing two additional turn lanes. Is that correct?
Mr. Ahmad said we are extending that left-turn lane into Devonshire Shopping Plaza. All the landscaping you see is being replanted or damaged and replanted.

Mr. Mulhere asked what other significant roadway projects are on the horizon. What about Wilson? Mr. Ahmad said there's Wilson. We just completed negotiations and got the contract with Jacobs Engineering to design a two-lane in each direction four-lane roadway. He can provide an update on that next time. We're trying to get to a point where the design is complete and acquire all the rights-of-way, but construction may be in the future. We're also working on Everglades Boulevard, Oilwell Road (the middle section), and Randall Boulevard. There are quite a few projects.

Mr. Mulhere asked about Goodlette and U.S. 41 to the Greenway out to 42. It's a state road, so it will require some MPO-type stuff. That's U.S. 41 from the Greenway to State Road 92. Four lanes out to Greenway drops to two, there's a lot of activity, and the county just increased the density to a maximum of 12.2 units per acre for affordable housing projects. There's lots of activity, but there are concerns. He knows it's not under the county.

Mr. Ahmad said it will fall under the state's jurisdiction, but the MPO is ...

Mr. Mulhere said he knew, but there's a way to work together to cut a deal.

Mr. Brooker said that on Cypress Way East, a neighbor told him they stored staging and equipment in his front yard. I haven't seen it, but he complained to me because he knows I'm on this committee. I told him I could bring it up to see if you had any information. I believe he lives on Golf Circle.

Mr. Ahmad said he believes there's a stormwater and utility project there. It's not one of his projects, but he will look into it and tell you next time.

g. Collier County Fire Review [Michael Cruz, Captain]

Capt. Cruz said he's been overseeing plan review for Greater Naples Fire for the past 2½ months, and things are going smoothly with Tom, Scott, Sandra, Steve, and Matt.

Chairman Varian asked how the inspection side was doing.

Captain Cruz said inspections are going well. We're hiring. A new inspector will start on Monday. We're doing well with turnaround time. We just closed out Lamborghini, and Great Wolf Lodge is up and running smoothly with their projects so far to this point. And we're handling the volume.

h. North Collier Fire Review [Linda Naples, Senior Fire Plans Examiner]

Ms. Naples introduced herself, and fire plans examiner Dan Turner introduced himself.

Ms. Naples provided the July report:

- We reviewed 627 building permits and 54 planning permits.
- There's a new Senate bill that went into effect on July 1 involving fire-sprinkler systems project permitting. A contractor can get a permit for less than 20 heads. It doesn't go through review. We have been working closely with the Building Department to create the permitting process, which has worked very well with no issues.

Chairman Varian asked if it still goes through the inspection site with the hydros and others.

Ms. Naples said yes, you get a permit, and then it immediately goes through the inspection process. You must have your plans in the field; if everything is OK, they're closed out. Our plan review team never looks at it.

Chairman Varian asked if they were electronically submitted.

Ms. Naples said they are.

Chairman Varian said, but you still need the plans on the field?

Ms. Naples said yes.

Mr. Valle asked how they prefer to have them submitted.

Chairman Varian asked if they prefer paper or electronic.

Ms. Naples said she could find out for them. She has the bill and can email it to them.

Chairman Varian said they want to have a good working relationship, so they want to know how they'd like it to be submitted.

Ms. Naples said she doesn't work on that side, but you'd probably be calling the North Collier Fire Prevention Office for the inspection, and at that time, you can ask Staff if they want paper or electronic.

Chairman Varian asked if it was 20 heads or less.

Ms. Naples said yes.

Chairman Varian asked about fire alarms.

Ms. Naples said this is similar to the legislation that went in a year ago. That's 20 initiating devices or less. No fire alarm panels.

i. Operations & Regulatory Management Division – [Michael Stark, Director]

Mr. Stark detailed the June-July monthly report:

- In June 2023, the department received 4,487 permit applications through CityView.
- 438 of the permits were related to Hurricane Ian.
- Staff processed 46 short-term vacation rentals.
- In July, the department received 4,059 permit applications.
- In July, 402 permits were related to Hurricane Ian.
- The annual running total for permit applications is 41,982, similar to the 2019 and 2020 averages.
- Staff has processed 23 short-term vacation rentals.
- 202 permits are in routing as of July 31.
- The zoning front desk has a new look, including several staff members who were promoted internally. One just celebrated her five-year anniversary with the county.
- Part of Growth Management and our strategy, in alignment with Human Resources, is to continue to promote from within. We're the feeder for other divisions, which are thankful that employees continue to move up.
- The zoning front desk had 106 spot surveys, of which 43 are Certificate of Occupancy holds.

- Last month, our Business Center intake staff assisted about 1,072 walk-in customers; our satellite locations welcomed 184 walk-in customers.
- In July, the Call Center received 4,937 calls to the main number, with an average call lasting under three minutes. For year-to-date, we're at 53,851 calls. We were at 6,500 phone calls three months ago, so we're doing our due diligence, including some internal training we're providing to external and internal customers. As the department's retention rates get steady, it's helping with a lot of internal communication and streamlining services.
- The total for monthly multifamily commercial total construction value by applied date remains constant
- The monthly total of subdivisions, resubmittals, and corrections is at 14. Most resubmittals and corrections were associated with insubstantial changes to construction plans.
- Collier County currently has about 2,000 employees. The department currently employs 308 full-time employees, with 11 positions in the hiring pipeline and 15 open positions.
- Our current hiring needs include plan reviewers and building inspectors, focusing on our structural side, Code Enforcement officers, GIS technicians, and planners to support existing and future needs of the community, County Manager's Office, and Board of County Commissioners.
- We continue to diligently work to address open positions, including posting through Neogov, LinkedIn, local job boards, and recruiting through our contracted labor vendor, KeyStaff.
- We've recently focused on recruiting through existing employees and word-of-mouth and have had success with friends and family members getting the word out for hiring these positions.

Chairman Varian said he asked this a few years ago. When you call for an inspection, you're allowed to put in one phone number and an email. Nowadays, when everyone is stretched, it would be nice to add another phone number so we can get a text message. It would be helpful. Can you do that easily with CityView? Other contractors would probably tell you a text message would help.

Mr. Stark said he'd look into it.

j. Zoning Division – [Mike Bosi, Director]

Mr. Bosi detailed the July report and noted that:

- There was a scheduling anomaly this year with our Planning Commission September meetings. Both of our September meetings were canceled due to BCC budget workshops on the first and third Thursday of September, so we have an alternate date of September 22. That will put a squeeze on everyone because we're going to have four petitions on September 17th that are super controversial. Bob Mulhere's petition is the exception.
- We had to delay several controversial items this summer that were supposed to go before the BCC, but they were pushed to fall, so it will be a busy fall.
- We always seem to be one or two planners short and haven't been able to get to full staffing due to attrition and other things, but we continue to make efforts.
- For the AUIR, we're at the unofficial date for when all the divisions and departments will be submitting their final components. We have a briefing with the county manager at the end of this month, and then it goes before the Planning Commission in October and the Board of County Commissioners in December.

Mr. Brooker noted that the governor signed Senate Bill 250. He heard that the U.S 41U.S Overlay is being revised or is still in the works. How will that coincide with the Senate?

Mr. Bosi responded:

• Senate Bill 250 says you can't adopt more restrictive land-use regulations.

- There are certain uses the overlay identified as having separation requirements. Those are LDC amendments that will implement the GMP. They'll have to be put aside. On October 2, we'll see if the BCC wants to move forward on them.
- The Growth Management Plan overlay has two components: we're trying to incentivize more mixed-use development to increase our community and regional centers.
- Because that's an enticement, where we're giving more density in exchange, we think we can
 adopt that. We've discussed it with the County Attorney's Office, but they recognize we're
 going to have to sit on the zoning overlay because we're not allowed to contemplate further
 restrictive policies.

Mr. Mulhere asked what the end date was for the bill.

Mr. Bosi said October 1, 2024.

6. New Business

a. DSAC/AHAC Ordinance [Jamie French]

- This is on the BCC's next agenda or the next.
- This does exactly what the AHAC agreed to and what you supported.
- It puts a non-voting member of the Affordable Housing Advisory Committee on this committee and a non-voting member of DSAC on the Affordable Housing Advisory Committee.
- Bob Mulhere was "voluntold" to attend the AHAC meeting.
- The AHAC meetings are on the second Tuesday of every month.
- It's not contentious. We went back and forth on this with the County Attorney's Office. We think it's a simple amendment. It can be done through an executive summary versus amending both ordinances. It's taking us a longer because we lost staff, new people were filling in, and it was busy, so it was delayed.

Mr. Curl made a motion to approve.

Mr. Valle seconded it.

Mr. Brooker said that since they're amending the ordinance, it always mentioned that terms of office "shall be limited to two consecutive terms of service." It hasn't been strictly followed, so can't we eliminate the sentence if we're amending this ordinance?

A discussion ensued, and the following points were made:

- This wasn't discussed until now, but we should clarify the intent.
- It would just require an additional sentence.
- Mr. Mulhere believed something in the past allowed a board to appoint and not be in conflict with two consecutive terms, and they could ignore that. He'd support removing the language because it hasn't had any real effect.
- Diane Lynch has been working with the County Attorney's Office on this. If it hasn't been discussed, we can make a quick amendment.
- (Affordable-housing Realtor) Nicole Harris made several attempts to get on DSAC. This satisfies the need to have affordable housing representation on this committee and at least get their input.
- Many committee members agreed they've been on DSAC during Jamie French's entire career and that language hasn't been enforced.

Mr. French said he'd bring it to Diane and will review an amendment with her. If it's a quick strikethrough, we'd be happy to support it and bring it forward. He doesn't know where we are in the

process. AHAC has been asking. (AHAC Vice Chair) Jennifer Faron couldn't be at this meeting due to a conflict, but she's on the conference call.

Ms. Faron told the DSAC she was on the line.

Mr. French said we owe it to AHAC and volunteers there. It's something that we committed to. Unfortunately, we're going through staff changes and have to go through legal parameters with the County Attorney's Office. We'll get that done for you.

Mr. Curl made a motion to accept the Section Two amendment, Appointment and Composition, to County Ordinance 93-76 to add a non-voting member of the Affordable Housing Advisory Committee (AHAC) to the DSAC and a non-voting member of the DSAC to the AHAC. Mr. Valle seconded it. The motion passed unanimously, 12-0.

Mr. French told the DSAC:

- The County Manager's Office decided after consulting with us to bring Economic Development & Housing Policy to Growth Management and split the housing policy group away from the housing employees administering grants and focusing on the Community Housing & Human Services side. We have nothing to do with the money, but they're our partners.
- We brought the division over when Jake (LaRow) was here, but he left. Sarah (Harrington) agreed to step in. Cormac (Giblin) was helping for a while, so we're advancing those programs.
- They recently informed us that we'll be getting a few more employees in this first phase before the end of the year. Based on how the BCC handles the budget, whatever the outcome is, that will determine how many additional staff we'll get for those areas.
- That's important to the community, the BCC, staff, and the County Manager's Office.
- You'll see a bit more interaction in the future, probably within the next 90-180 days, and you'll hear a lot more about our advancements.
- We've been having several meetings with some properties. Mark Minor's group doesn't have representation on the board, the committee, or AHAC, but they're currently working with a potential buyer for the Golden Gate Inn. It's a unique opportunity that won't cost the county or taxpayers any money. It's wrapping our arms around the concept of a vertical tiny house in a hotel.
- It's a model the company has used and has been successful all over the country. They're based out of (Columbia, SC). They thanked him for the meeting we gave them today, so we are able to envision what the message is from the community to put boots to the ground, at least as these developers come forward.
- We're spending more time meeting with these types of potential property owners and developers to manage expectations early on. We've invited them to the Affordable Housing Advisory Committee and these committees; many are from out of town. If their schedule allowed, they would have been here today to demonstrate how good this relationship is. We may not always agree, but we've been able to pull off some miraculous projects and project successes.
- We were honored to be invited to Great Wolf Lodge, a Suffolk Construction job. There was a lot of out-of-town influence on it. The state of Florida looked at us on that one. A Great Wolf Lodge has never been constructed in Florida. It's a 400,000-500,000 square feet under-roof water park, a very complex project, and they invited us there for their topping. He ensured Jaime Cook put John Walsh's name on the invitation because that project wouldn't have advanced if it weren't for him. It was between him, Rich, Fred Clum, and our chiefs.
- The pre-meetings we've had with some of you on difficult projects pay big dividends. Even if there's an additional charge after your second, third, or fourth review, we lose because it takes us away from the client that's in line, and we only have so many resources to spread out.
- If you're in the remodeling business, the feds have been exceptionally difficult for us to work with, and the state has been unbending with FEMA reviews. They're running 30 days. We only have so many resources. We have five staff members just doing FEMA reviews because everything requires

- FEMA reviews, according to them, and we're audited for it. That comes back to you because we've been providing that review at no charge. For those people who don't require a FEMA review, they've been paying for other people's FEMA reviews because that's how we've had to fund it, so we have to revisit that.
- We're not envisioning that this is anything other than another review, but we'll bring it to you first and work with the CBIA. We're going to defend it, but as we start to look for additional employees, we're at a point where the business has balanced off. The spike we saw during COVID we're not seeing spikes anymore. This is our new norm. If you were to dial back five to 10 years, we're still at a gradual climb, but he can't assure you this will be our new normal. That's being defined.
- The (Greater Naples) Chamber has a lot of new positions since transitioning into some of those new roles, so we've started to focus on the Immokalee Chamber of Commerce with Danny Gonzalez and the crew over there.

[Mr. McLean left the meeting at 3:40 p.m.]

- Sarah Harrington (Housing Policy & Economic Development) and Tom (Iandimarino), our new Code Enforcement Director, have been attending the Immokalee chamber meetings because we don't see a difference between Ave Maria, Immokalee or North Collier; a client is a client, and they all deserve the same level of treatment. Our focus is more on ensuring stability in our markets to make sure we're thinking about affordable housing because as you start to look for new employees, those new employees and their traveling partners need attainable housing, and we want to show that economic development efforts for that exist here. We don't think we can solve all the problems, but we can continue to take a position of advancement.
- We're open to criticism but would prefer suggestions coaching versus criticism.

Mr. Mulhere told Mr. French:

- He appreciates looking at some new concepts and the one you mentioned, Golden Gate Inn, the vertical tiny-house concept.
- Another concept newer to Collier County, which Laura is reviewing, is referred to in the rest of the country as build-to-rent or build-for-rent. It's mostly one or two stories, not multi-story, including a lot of single-family product attached to detached villas, but reviewed as if it was a multifamily because it's to be held and never to be subdivided and has an affordable component.
- It's new. He wrote a definition for it a few years ago, and it's been adopted as an allowable use in some of the villages and PUDs that he's worked on, but we've never had someone try to do it here. We expect to see more of that.
- It's become extremely popular in the southwest, another fast-growing area of the country experiencing many of the same challenges we experience here, particularly Arizona, Utah, New Mexico, and California.

Mr. French asked if the housing in California involved all attached single-family homes.

Mr. Mulhere said some are attached; some are detached.

Mr. French asked if it was two story over parking.

Mr. Mulhere said most are single-story, but with some, they want the ability to do some two-story product. Maybe that would be a three-bedroom unit. All-access is through internal driveways.

Mr. French said he visited one that he asked Laura (DeJohn) to look into. He saw a popular product throughout the west in Denver and Minnesota, a large effort to convert single-family homes to single-family attached with an internal capture on garages. It involves two stories over parking, which our code supports. The Florida Building Code supports it. He doesn't know what they think on the fire review side, but building an attached single-family home limits your cost and exposure on a fire review. It may still require the 61G inspection, but that's something that Fred Clum can work through as they come in. However, he

doesn't know if the BCC or the community has the appetite for them, which could be why we're not seeing them.

Mr. Mulhere said some of the projects involved meetings with staff to discuss slightly different things and how we can handle them. That's a great idea. He'll suggest that to his clients in this project. They own hundreds of thousands or more than a million acres of land around the country, so they're sophisticated in what they do. They mentioned this is a new concept, and wherever we try to do it where it's new, it's like a square peg in a round hole. They ran into trouble out west, possibly in Tucson, with solid waste. They wanted to have bulk solid waste versus individual unit pickup, so you have to design the project to accommodate solid-waste trucks. He found it interesting. The county has always been pretty good about setting up a meeting.

Mr. French said he'd love to sit down with him. He was speaking to Mike Cruz as he left about him being added to the inspection side. Hopefully, it's made a difference. Our relationship with Greater Naples Fire has gotten greater, especially on the inspection side. We've always considered them friends and colleagues, but Bob, we would love to sit down with you.

Mr. Mulhere said it sounded good. That's a credit to Chief (J. Nolan) Sapp.

Mr. French said he was with Nolan today, and he treated him differently, with love.

Chairman Varian asked if there was anything more.

Mr. French said we're still trying on the HR piece, Jeff (Curl), but we know you're going to get them from the Productivity Committee side. They have Ken now, so hopefully, they can only get better.

7. Old Business

(None)

8. Committee Member Comments

(None)

9. Adjourn

Future Meeting Dates:

3 p.m. Sept. 6, 2023

3 p.m. Oct. 4, 2023

3 p.m. Nov. 1, 2023

3 p.m. Dec. 6, 2023

There being no further business for the good of the County, the meeting was adjourned by the order of the chairman at 3:49 p.m.

COLLIER COUNTY DEVELOPMENT SERVICES ADVISORY COMMITTEE

William Varian, Chairman

These minutes were approved by the Committee/Chairman on 9/6/23, as presented (choose one)
_______, or as amended ______.