

**MINUTES OF THE MEETING OF THE COLLIER COUNTY
FIRE REVIEW TASK FORCE**

Naples, Florida, October 30, 2007

LET IT BE REMEMBERED, that the Collier County Fire Review Task Force, in and for the County of Collier, having conducted business herein, Met on this date at 1:00 P.M. in REGULAR SESSION at the Collier County Community Development and Environmental Services Division Conference Room #609/610, 2800 N. Horseshoe Drive, Naples, Florida, With the following members present:

CHAIRMAN: Bradley Schiffer
VICE CHAIRMAN: William Varian
Gary Beaumont
James Boughton
Dalas Disney
J. Christopher Lombardo
William Schreck
Chuck McMahon(Excused)
Angela Davis(Excused)

STAFF PRESENT: Bob Dunn - Interim Building Official
Jeff Wright - Assistant County Attorney
Ed Riley - Fire Code Official
Ricco Longo - Deputy Fire Code Official
Paula Brethauer - Operations Analyst
Bob Salvaggio - Fire Code Official
Jeremy Johnson - Deputy Fire Code Official
Jackie de la Osa – Deputy Fire Code Official
Paul Mattausch – Director, Utilities Dept.

I. Call Meeting to Order

The meeting was called to order by Chairman Bradley Schiffer at 1:01 P.M.

II. Roll Call

Roll Call was taken with a quorum established.

III. Approval of the Agenda

There were no changes to the agenda.

IV. Approval of Minutes

A. Review Methods

Sue Chapin of Mancan appeared before the Task Force and provided a summary of Roberts Rules of Order including procedures for calling meetings to order, quorums, motions, minutes, etc. A Mancan document entitled "Collier County Advisory Board Meetings, Summary of Roberts Rules of Order Presentation" dated 2006 was submitted to the Task Force for future reference.

Mr. Lombardo arrived at 1:20 P.M.

B. September 28, 2007

Mr. Beaumont moved to approve the minutes of the September 28, 2007 meeting subject to the following corrections.

Page 2, Old Business, Fire Flow Comments, line1, Mr. Holt to "**Mr. Holt's Staff**".

Second by Mr. Disney. Carried unanimously 7-0.

C. October 8, 2007

Mr. Schreck moved to approve the minutes of the October 8, 2007 meeting.

Second by Mr. Disney. Carried unanimously 7-0.

V. Old Business Comments (topics will be reviewed at future meetings)

A. Water Supply

None

B. Alarm Systems & Monitoring

Mr. Beaumont noted the requirement to obtain a permit and inspection for replacing items in existing systems is time consuming and costly for the owner.

Mr. Riley stated that if the same make and model item is used in the replacement no permit is required and is categorized as "maintenance". Different make and model replacement components require review to ensure compliance with the existing system.

Mr. Disney noted that providing a published list of acceptable cross referenced components for replacement items would be a possible solution to the issue.

Mr. Riley noted this may be acceptable if it is not a power consuming device. He is looking at ways to streamline this process.

C. Permit Process

Mr. Schreck submitted draft flow charts entitled “Collier County Permit Process” including the “original flow chart”, “suggested revised flow” and “correction or revision flow” for review by the Task Force and Staff.

Mr. Boughton requested clarification regarding permission to categorize building construction type’s one category for building code reviews and another category for fire flow reviews.

Mr. Schiffer noted that the building needs to be categorized as one construction type throughout the review process.

Mr. Dunn stated that Staff has terminated the requirement for a letter of explanation for “not applicable” checklist items.

VI. New Business

A. Florida Administrative Code 61G15.32 Process

Mr. Schiffer submitted Section 61G15.30 and 61G15.32 of the Florida Administrative Code to the Task Force for review.

B. Fire Sprinklers Submittal/Review Process

Jeremy Johnson and Jackie de la Osa submitted the 61G-15 Submittal Requirements – Sprinklers checklist for review by the Task Force.

Ms. de la Osa noted that the checklist is a synopsis of the requirements of Section 61G15-32.003 “Common Requirements to All Fire Protection Engineering Documents.” The following was noted:

- The quality of information submitted with the initial submittal is poor, including checklist items missing, technical data omissions, missing or outdated flow tests results, etc.
- The flow tests are required to be conducted within 6 months of the submittal date of the application which has been established as a Department policy to ensure accurate flow tests results as required under the “Utility Standards Manual” updated 2006.
- In accordance with NFPA 13, the application review requires an actual flow test result as opposed to a computer model result.

Break 2:35 P.M.

Re-convene 2:50 P.M.

A discussion occurred regarding the submittal requirements for structural support and structural openings required under Section 61G-1532.003-(5) (number 3 of the checklist).

Mr. Riley noted that he would review these requirements as they apply to pre-engineered structures vs. individually designed structures.

Ms. de la Osa noted that in general the applications for sprinkler systems do not hold up the overall permit issuance. In addition, “material deviations” (layout documents or “shop drawings” that are different from the 61G-15 submittal) issues are not a large problem with sprinkler system applications. **Mr. Beaumont** noted that the extensive information required by the Fire Alarm 61G-15 submittal may be causing the “material deviation” issues with the shop drawings submitted with the Fire Alarm permit application. **Mr. Longo** noted that the actual requirements for Fire Alarm submittals are outlined in 61G-15.33.006.

C. Inspections

Continued to the next agenda.

D. Revisions

Continued to the next agenda.

VII. Public Comments

James Ditaranto of Commercial Electrical Systems appeared before the Task Force and expressed concerns over the overall Fire Code permit process in Collier County and lack of continuity between the Building Department and Fire Code Review. Numerous times the building is nearly completed before the 61G submittal is approved. In most cases the Fire Alarm Contractors are not involved until the end of the permit/construction phase as opposed to the beginning and this creates “material deviation” issues in shop drawing submittals. For project estimates in Collier County he allows for 40% of the overall bid cost for permit approvals, in other Counties he allows 2%. Many Contractors are no longer working in this County due to these factors. With regard to Fire Alarm permits, other Counties do not have an extensive checklist and general building permits are not issued until 61G’s are approved. Requirements of 61G submittals requirements are a matter of interpretation and are different in the various Counties.

Mr. Boughton inquired how projects are allowed to initiate construction before issuance of building permits.

Mr. Riley stated in the past, buildings have been started under “early start letters” or “phase permits” which allows initiation of construction without complete permit approval. He further noted Staff is reviewing ways to improve the Fire Alarm permit process.

Mr. Schiffer noted a possible solution to document conflicts between the two submittals (61G and the subsequent shop drawing for specialty permits) is not requiring drawings for the 61G submittal.

Mr. Longo stated that the 61G-15.33.006 requires drawings for some of the items listed. If feasible, he would be in favor of one application submittal process.

Mr. Lombardo left the meeting at 3:50 P.M.

Mr. Dunn stated that the recent policy for the Building Department is not allowing issuance of any commercial permits without the Fire Department approval. This includes "early work permits". All Fire Alarm fees go to the Fire Department.

Mr. Disney left the meeting at 4:00 P.M.

VIII. Review of available dates and topics for future meetings for November, December and January

Mr. Shiffer stated the Committee Strategy will be fact-finding meetings for the remainder of the calendar year and review the local Ordinance in January. The next meeting will be November 30th, 1:00 P.M. The December meeting is scheduled for December 14, 1:00 P.M. The January meeting is scheduled for January 18th 1:00 P.M.

A quorum was lost at 4:18 P.M.

Assistant County Attorney Jeff Wright noted the Committee may hear speakers with discussion; however no official action can be taken.

Speakers

Louis Roderiquez of Coastal Fire Protections noted that the Staff consider the "material deviations" be handled in letter format as opposed to drawing revisions.

Bob Dimodica of Naples Fire Sprinkler stated that the Task Force should review the permit fee requirements for sprinkler installations and there needs to be a continuity of inspection procedures within the County.

Michael Vidal of West Coast Fire Protection stated many of the problems of submittals and "material deviations," etc. is caused by consultants not familiar with the process of submitting applications.

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 4:40 P.M.

Collier County Fire Review Task Force



Bradley Schiffer, Chairman

These minutes approved by the Board/Committee on _____
as presented or as amended ..

11/30/07