

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE
MEETING

July 6, 2011 – Naples, Florida

LET IT BE REMEMBERED that the Collier County Development Services Advisory Committee, having conducted business herein, met on this date at 3:00 PM in REGULAR SESSION in Conference Room #610, Collier County Growth Management Division/Planning & Regulation, 2800 N. Horseshoe Drive, Naples, Florida, with the following Members present:

CHAIRMAN: William Varian
Vice Chair: David Dunnavant
Ray Allain
James Boughton
Clay Brooker
Laura Spurgeon DeJohn
Dalas Disney
Reagan Henry
George Hermanson
David Hurst

Excused: Marco Espinar
Blair Foley
Reed Jarvi
Robert Mulhere

Absent: Mario Valle

ALSO PRESENT: Jamie French, Director – Operations & Regulatory Management
Judy Puig, Operations Analyst – Staff Liaison
Jay Ahmad, P.E., Director – Transportation Engineering
Robert Salvaggio – Fire Code Office
Nathan Beals, Project Manager – Public Utilities
Michael Ossorio, Supervisor – Contractor Licensing
Paul Mattausch, Director – Water Department
Jim Turner, Chief Plumbing and Mechanical Inspector

I. Call to Order:

Chairman William Varian called the meeting to order at 3:05 PM and read the procedures to be observed during the meeting.

II. Approval of Agenda:

Clay Brooker moved to approve the Agenda as presented. Second by James Boughton. Carried unanimously, 8 – 0.

(George Hermanson arrived at 3:07 PM.)

**IV. Public Speakers: (*Will be heard when Item is discussed*)
Melissa Ahern – CBIA**

Judy Puig, Staff Liaison, introduced Magaly Bowman who will administer the September meeting.

(Dalas Disney arrived at 3:09 PM.)

V. Growth Management Division – Staff Announcements/Updates:

A. Public Utilities Division: Nathan Beals, Project Manager – Public Utilities

- The Interim Administrator and new Operations Manager were introduced.

III. Approval of Minutes – June 1, 2011 Meeting:

Dalas Disney moved to approve the Minutes for the June 1, 2011 meeting as submitted. Second by David Dunnivant. Carried unanimously, 10 – 0.

VI. Growth Management Division – Staff Announcements/Updates:

B. Fire Review: Robert Salvaggio for Ed Riley, Fire Code Official – Fire Code Office

- Monthly Activity Report for May was submitted.
 - Reviews conducted: 794 (higher than in April)
- The move to the new building has been completed.

Q. What was the impetus for the move to the new building?

A. The Fire Code Office is also in charge of training and needed a new facility and room to grow. We would go to different Fire Districts and bring in speakers but were often booted out of the training rooms. Having a training facility was the main issue to build the new building.

Mr. Salvaggio noted the Fire Code Office makes three trips a day to the County facility on Horseshoe Drive to retrieve plans to be reviewed.

He stated there had been a delay in the time line due to the learning curve to adapt from their computer system to CityView but the reviewers have caught up.

C. Transportation Planning Division: Jay Ahmad, P.E., Director – Transportation Engineering

- The Board of County Commissioner resolved the dispute and awarded a contract for the Davis/Collier Project – construction to begin in September
- A grant application was submitted for bridge construction in the Estates
 - Awaiting decision
- A Design/Build project will begin in September on Golden Gate Blvd. for the bridges east of Wilson
 - Design is for 4 lanes but only 2 will be built due to funding issues

D. Planning and Regulation: Jamie French, Director – Operations & Regulatory Management

- CityView is now online in limited use – still testing and working through issues
- Portal: anticipated to “go live” by September
- Requests for residential remodeling permits are increasing
- Temporary inspectors (contract) – to be utilized on an “as needed” basis
 - Bids went out to vendors
 - Inspectors will be supervised by Staff

There was a discussion concerning the application process.

- Previously, paperwork was reviewed prior to allowing an individual in the Permit line.
- Permit cards: not all inspections listed are required for each job
 - Refunds will be issued for overpayments.

VII. New Business:

C. Performance Measure Report (requested by William Varian)

Chairman Varian questioned why there was an additional line item on a permit application item (on “CD Plus”) for “performance measure report.”

Jamie French stated it was a management tool for tracking purposes to determine if a specific deadline has been met. It would be difficult to remove it from “CD Plus.”

Chairman Varian inquired about the ability to access a permit review and make minor corrections for residential applications, rather than wait for a letter to be issued.

Mr. French noted, when staffing allows, a Plan Reviewer will be available at the front counter to review re-submittals and permit applications to approve and process as submitted. When Portal is online, the letter writing portion of the review process will be eliminated.

VI. Old Business:

A. Fire Line Requirement Review – Nathan Beals

- Public Utilities has proposed changes to the Standards that will no longer require line-sized water meters on fire lines and only require Double Detector Check values on all fire lines unless there is a “high hazard” as defined by the AWWA (American Water Works Association), i.e., chemical additives that can cause physical harm to water users if ingested due to a backflow failure.
- The language changes requested in DSAC’s motion have been incorporated.
- The proposed changes will be submitted to the Board of County Commissioners for approval.

Mr. Beal stated while Florida does not have antifreeze problems, but foam additives could be a concern. The Fire Sprinkler Contractor will determine if a “high hazard” situation exists on a fire line which will require installation of an RPZ in place of a Double Detector. If there is no possibility of mixing, i.e., installing a foam fire protection system on a non-potable water line, an RPZ will ~~not be~~ required.

Paul Mattausch, Director – Water Department, stated “high hazards” include plating processes, hospitals, and medical facilities that dispose of chemicals where there is a potential for lines to be cross-connected to the potable water supply.

It was suggested to identify specific uses when RPZs are necessary and also provide a better definition than the AWWA, i.e.,

“A cross-connection or potential cross-connection involving any substance that could, if introduced into a potable water system, cause death, illness, or disease or have a high probability of causing such effects.”

“Any substance” is vague and specific uses should be defined.

Nathan Beals will add more examples, i., e., “such as” language, to the Standards. **David Dunnivant** stated the AWWA notes (in M-14) that RPZ backflow prevention assemblies are recommended “... where there is a high hazard, e.g., risk of chemical addition ...” He continued if there is a possibility of chemicals entering a water system, AWWA indicates reduced pressure is to be used.

A question was asked if the Standards applied only to new construction or also to renovations and Nathan Beals concurred the Standards applied to both. He noted systems that were installed with RPZs and meters prior to the June 2010 administrative “stay” will remain in place and nothing has changed regarding the billing. The next Rate Study will review the current billing policy.

David Dunnivant asked when the next Rate Study would be conducted. He noted meters were required for only a short period of time and are no longer required but customers who installed them will still pay the same rates.

It was noted the requirement to install meters has been in place since 1997. It was suggested unless a meter is specifically warranted, it could be removed or disabled.

Nathan Beals stated by-pass meters are also read and some have indicated excessive water use. Customers are charged pursuant the Billing Ordinance. He suggested Tom Wides could come to the next meeting to explain billing procedures.

David Dunnivant stated there is still an outstanding issue of people being improperly charged and it should be corrected.

Chairman Varian requested that Mr. Wides attend the next DSAC meeting.

A question was asked if leak meters were U/L tested for fire and Nathan Beals responded affirmatively.

It was noted the changes to the Standards could be problematic for renovation projects due to the difficulty of modify an existing installation.

Nathan Beals stated if an existing fire system is upgraded by the addition of chemicals or any substance that could harm the public, the appropriate backflow prevention device must be installed. He concluded Double Detector Check valves do not protect against high hazards -- only RPZs protect against high hazards.

Paul Mattausch cautioned if the use of the building changes -- usage of the water service changes -- such that it changes to a high hazard potential for back flow, then the installation of an RPZ will be required.

Dalas Disney pointed out his concern for a multi-user facility in which each unit is fed separately. Utilities requires the facility to have a Master Meter. Due to one unit, even though it meets zoning and building code requirements, the possibility of modification will be eliminated because the entire complex would have to be upgraded.

Paul Mattausch stated one possibility would be to install a separate service in for that particular unit. Cases will be determined on a site by site basis.

Nathan Beals requested a Motion of Support for the changes which he would present to the Board of County Commissions at their July meeting. If there is no support, the next meeting will be in September.

Chairman Varian noted questions to be posed to Tom Wides during DSAC's August meeting will not affect the proposed changes since the subject concerns billing.

Clay Brooker asked if Utilities had obtained the general consensus of the Industry concerning the changes.

Public Speaker: Melissa Ahern, CBIA

- Confirmed CBIA's support.

David Dunnivant moved to accept and approve the changes to the Standards proposed by the Utilities Division along with the definition/examples of high hazards discussed during the DSAC meeting, and to forward the recommendation to the Board of County Commissioners for review. Additionally, Tom Wides is requested to appear before DSAC to address the fire meter billing issue. Second by Ray Allain.

Dalas Disney stated he could support the changes only for new construction but not for renovation. His concern is that permits for renovation jobs will be unnecessarily rejected.

Motion carried, 8 – “Yes”/ 2 – “No.” Dalas Disney and James Boughton were opposed.

VII. New Business:

A. Permit Process for A/C Replacements in Multi-family Buildings – Jim Turner, Chief Plumbing and Mechanical Inspector

Chairman Varian cited the example of an A/C contractor who obtained a permit for a scheduled change-out in a townhouse complex. The Contractor was not awarded the

job. Another Contractor performed the work but did not apply for a permit. He asked how that situation happened.

Jim Turner stated, under CityView, there are two categories: one or two family, and commercial. It would automatically be considered as commercial and would be sent to Fire. We have talked to Fire. A “convenience” permit can be obtained for a single-unit installation if the A/C system is under 2,000 CFM for the unit, even within a townhouse complex.

Bob Salvaggio stated in a building where there are multiple return air grills feeding into one large trunk line, then everything is combined into one system. In townhouses, everything is an individual system and there would not be an issue.

Dalas Disney: Any A/C system installed in a commercial application that is greater than 2,000 CFM or greater will require review by Fire Planning.

Bob Salvaggio corrected: all commercial applications are automatically reviewed by Fire.

Dalas Disney clarified: The 2,000 or under restriction applies to only residential A/C systems.

Chairman Varian asked what was required for a Permit under Fire in addition to a full set of drawings and what was required for change-outs.

Mr. Salvaggio stated the footprint of the building is necessary which indicates where the change-out will occur. A check sheet is available for completion by the Contractor and submission. An inspection may not be necessary if the correct information is provided. If the information is not provided, a Fire Inspector will be sent to the site and a fee will be charged.

**B. Licensing Timeline to obtain a Permit after issuance of a “Cease & Desist”–
Michael Ossorio, Supervisor – Contractor Licensing**

Chairman Varian inquired about the process when an unlicensed contractor is caught working on a job site.

Michael Ossorio stated:

- Approximately 40 to 50 “Stop Work” Orders are issued each month between the City of Naples, Marco Island, and Collier County.
- “C & D”: a Qualifier has come in and signs papers stating work was done without a permit
 - If it happens four times, the Qualifier must appear before the Licensing Board
- Cases are not closed out until a Permit is issued
- Code Enforcement Investigators and Contractor Licensing Officers work together -- they notify each other of potential violations
- If a “Code” case is opened first, it is referred to Contractor Licensing when applicable
- Licensing is 100% in CityView but also maintains “C-D Plus”

He noted the State of Florida considers the hiring of an unlicensed contractor to be a Civil matter and did not recall an instance when an individual was prosecuted under Florida Statutes. Contractor Licensing has turned cases over to the State for prosecution of unlicensed activity. A fine of up to \$5,000 can be levied if found

guilty of a *willful violation*. He stated he noticed Owner/Builders who obtain Permits have become more careful about hiring licensed Contractors, especially since it is known that job sites will be monitored/checked by Investigators.

Jamie French stated cases against homeowners for hiring unlicensed contractors are very difficult to prove.

VIII. Committee Member Comments:

- **David Dunnivant** requested a follow-up on the Health Department issue concerning septic systems presented at the June meeting.
 - **Judy Puig** stated the topic will be included on a future Agenda as soon as the State representative is available.

Next Meeting Dates: (*Meetings will commence at 3:00 PM unless noted below.*)

August 3, 2011
September 7, 2011
October 5, 2011
November 2, 2011
December 7, 2011

There being no further business for the good of the County, the meeting was adjourned by order of the Chairman at 4:15 PM.

**DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



William Varian, Chairman

The Minutes were approved by the Board/Committee on Aug 3, 2011,
“as submitted” **OR** “as amended” .