

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE
MEETING

September 7, 2011

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 Office, 2800 North Horseshoe Drive, Naples, Florida, with the following Members present:

CHAIRMAN: William Varian
Vice Chair: David Dunnivant (*Excused*)
Clay Brooker
Laura Spurgeon DeJohn
Dalas Disney
Blair Foley
Reagan Henry
George Hermanson
David Hurst
Reed Jarvi
Mario Valle

Excused: Ray Allain
James Boughton
Robert Mulhere

Absent: Marco Espinar

ALSO PRESENT: Jamie French, Director – Operations & Regulatory Management
Judy Puig, Operations Analyst – Staff Liaison (*Absent*)
Magaly Bowman, Operations Coordinator – Staff Liaison
Laurie Beard, Transportation Planning
Ed Riley, Fire Code Official – Fire Code Office
Nathan Beals, Project Manager – Public Utilities
Darryl Richard, Golden Gate MSTU Project Manager
Pamela Lulich, Golden Gate MSTU Landscape Operations Manager

I. Call to Order:

Chairman William Varian called the meeting to order at 3:08 PM and read the procedures to be observed during the meeting.
A quorum was established. Eight members were present.

II. Approval of Agenda:

*Reed Jarvi moved to approve the Agenda as presented. Second by Dalas Disney
Carried unanimously, 8 – 0.*

III. Approval of Minutes – August 3, 2011 Meeting:

*Reed Jarvi moved to approve the Minutes for the August 3, 2011 meeting as presented.
Second by Clay Brooker. Carried unanimously, 4 – 0.*

(Note: Dalas Disney, Laura Spurgeon DeJohn, Reagan Henry, and David Hurst did not vote because they did not attend the August meeting.)

IV. Public Speakers:

(None)

V. Growth Management Division – Staff Announcements/Updates:

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

- No announcements
- No questions

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

- Monthly Activity Report for July was submitted.
 - Reviews conducted: 807 (June total – 783)

(3:12 PM – George Hermanson arrived.)

C. Transportation Planning Division:

- There was no representative from the division.

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

- In August, there were approximately 1700 Permit applications
- Inspection request deadline: must be called in by 5:00 PM for next-day service
 - Approximately 20 inspections per day
- Introduced Todd Zeiller who was hired as Claudine Auclair's assistant and will be stationed at the front counter
- CityView: Portal is running
- CityView and CD-Plus will be running simultaneously
- Permits sent to Ed Riley by Noon should be approved by the following day
- Standard review levels (5/10/15 day turn-arounds) are being met consistently

VII. New Business:
(None)

VI. Old Business:

A. New Requirement: PUD Fractionalization Monitoring – Laurie Beard

(A copy of the language in draft format was distributed to the Committee.)

Points covered:

- One entity (Managing Entity) will be responsible to monitor the PUD until close-out
- All commitments must be satisfied prior to close-out
- The Managing Entity may transfer its responsibilities to a Successor Entity
 - The agreement is to be reviewed by the County Attorney’s Office
 - The County Attorney’s Office will provide written approval of the transfer
- If the Owner/Developer sells off tracts, the County will receive written notice
- The new Owner must agree to comply to the commitments required by the PUD
- The Managing Entity’s responsibilities end when the PUD is closed out

Laurie Beard stated while several of the larger developers have agreed to the draft, they have requested to submit revisions for consideration by Staff. The agreement will apply to new starts and will be vetted through the Land Development Code (“LDC”) as an Amendment in the future.

There was a discussion of the close-out process including the repetitive nature of the forms. A Committee Members objected to the payment of a fee to close out a PUD, especially if the development has been built-out for a number of years. It was noted that payment of fees are not required to close out an SDP.

(A vote of approval was not requested.)

B. Golden Gate MSTU Master Plan – Darryl Richard, MSTU Project Manager, and Pamela Lulich, Landscape Operations Manager

(A copy of the Roadways Beautification Master Plan was distributed to the Committee Members.)

Background:

- The Golden Gate Municipal Services Taxing Unit (“MSTU”) was created in 1983 and is a four square mile area
- Boundaries: from Santa Barbara to SR 951, and from Green Blvd. to the Golden Gate Canal
- Over 4.1 miles have been landscaped

- Current projects: Hunter Blvd. and Coronado Parkway will be landscaped and curbs will be installed

Pamela Lulich noted the Master Plan outlines the existing conditions for every roadway and the standards for future development. She stated when the Hunter and Coronado projects are finished, the basic Master Plan will be completed.

Darryl Richard noted the update to the Master Plan was necessary since much of the data was no longer current, including the cost factors for the current projects. He stated the future of the MSTU Committee was uncertain and outlined potential future projects along Santa Barbara. Green Boulevard may be affected by the Transportation Department's long-range plans, i.e., targeted construction.

The second paragraph on Page 3-28 was referenced.

A question was asked if the Advisory Committee was requesting authority to review permits.

Ms. Lulich stated if there was a question about a project involving the Right-of-Way, the Advisory Committee has review capabilities and will work with a developer. It was suggested that the language should be revised.

When questioned about how public input is obtained, Ms. Lulich stated the Committee meetings, held at the Golden Gate Community Center, are open to the public and the meeting minutes are posted on the website.

There was a discussion of whether the MSTU would lower taxes after all projects were completed and the Committee adopted a "maintenance only" mode.

Pamela Lulich stated the MSTU is also responsible for internal mowing as well as building sidewalks.

Mr. Richard noted a consultant was hired to provide estimates concerning the maintenance obligation which the Committee recognizes is on-going. He stated they apparently wish to assess the costs for Tropicana, Sunshine, Coronado, and Hunter. While there may be an opportunity to reduce the taxation, funds must be accumulated to maintain their obligation.

He continued the goal of the presentation was to obtain formal approval from DSAC but acknowledge that revisions are still needed to the document.

Dalas Disney stated he had not been given enough time to thoroughly review the document and could not vote on the issue.

Darryl Richard stated the MSTU had been directed to obtain DSAC's approval and would return to a future meeting to present a revised document.

The Members requested advance notice for review and noted a redline version will be sufficient

Chairman Varian stated the topic will be added to the October 5th Agenda.

(4:00 PM – Mario Valle arrived.)

VIII. Committee Member Comments:

- *Congratulations to Clay Brooker – proud father of baby daughter, Taylor, who was born in August*

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

**October 5, 2011
November 2, 2011
December 7, 2011**

**January 4, 2012
February 1, 2012
March 7, 2012**

There being no further business for the good of the County, the meeting was adjourned by order of the Chairman at 4:05 PM.

**DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



William Varian, Chairman

The Minutes were approved by the Board/Committee on OCT 5², 2011,
“as submitted” **OR** “as amended” .