

MINUTES OF THE MEETING OF THE COLLIER COUNTY  
DEVELOPMENT SERVICES ADVISORY COMMITTEE

Naples, Florida, August 8, 2012

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 3:00 P.M. in REGULAR SESSION at the Collier County Growth Management Division Building, Conference Room #609/610, 2800 N. Horseshoe Drive, Naples, Florida, with the following members present:

Chairman: William J. Varian  
Vice Chairman: David Dunnavant  
James E. Boughton  
Dalas Disney  
Marco Espinar  
Blair Foley  
Chris Mitchell  
Mario Valle  
Laura Spurgeon DeJohn  
George H. Hermanson  
Ron Waldrop  
Stan Chrzanowski  
(Vacancy)

Excused: Robert Mulhere  
Clay Brooker

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division  
Jamie French, Director, Operations & Regulatory Management  
Judy Puig, Operations Analyst, Staff Liaison  
Reed Jarvi, Manager, Transportation Planning  
Nathan Beals, Project Manager, Public Utilities  
Caroline Cilek, M.S., Senior Planner, LDC Coordinator  
Jack McKenna, Senior Engineer  
Bob Salvaggio, Assistant Fire Code Official  
Steven Lenberger, Sr. Environmental Specialist  
Bill Lorenz, Natural Resources Dept. Director

- I. Call to Order - Chairman**  
Chairman Varian called the meeting to order at 3:03pm
- II. Approval of Agenda**  
*Mr. Espinar moved to approve the Agenda. Second by Mr. Boughton. Carried unanimously 11 - 0.*
- III. Approval of Minutes from July 11, 2012 Meeting**  
*Ms. Dejohn moved to approve the minutes of the July 11, 2012 meeting as presented. Second by Mr. Dunnivant. Carried unanimously 11 - 0.*
- IV. DSAC Positions**  
Stan Chrzanowski was welcomed as a new member of the Committee.
- V. Public Speakers**  
None
- VI. Staff Announcements/Updates**
- A. Public Utilities Division Update – [Nathan Beals]**  
Mr. Beals reported Staff and consultants are in the process of reviewing the County’s requirements for sizing of water meters. He anticipates a report will be presented to the Committee at the November meeting.
- B. Fire Review Update – [Ed Riley]**  
The Committee reviewed the documents “*Office of the Fire Code Official – Summary of Plan Review Activity – June-12*” and “*Fire Plan Review – Time Frame Summary, June – 12.*”
- Committee discussion occurred on the rationale for only 62 percent of applications submitted approved on the first review.  
**Bob Salvaggio, Assistant Fire Code Official** reported the rate was due mainly to the inferior quality of plans submitted for review.
- C. Growth Management Division/Transportation Engineering – [Jay Ahmad]**  
Reed Jarvi was present and reported:
- Oil Well Road Improvement Project – The eastern section has been opened, with the western portion scheduled to open in the near future.
  - Davis Boulevard/Collier Boulevard Improvement Project - continuing on schedule.
  - Corridor Protection Plan – Staff continues to develop the Plan and will present it to the Committee for review at a future meeting.
  - Master Mobility Plan – Staff/Consultants continues to develop the Plan
  - Proposed I-75 interchange - Everglades Boulevard area - Staff continues to monitor developments.
- D. Growth Management Division/Planning & Regulation Update – [Jamie French]**

**Jamie French** submitted the “*July 12 Monthly Statistics*” and outlined recent building plan review activities. The following was noted during his report:

- Staff will add a statistic to the Report identifying the total construction value for reporting periods.
- Staff continues to address FEMA inquiries and avenues to insure the costs are not a burden to the Division.
- Staff continues to undertake the necessary steps to implement an electronic permit application filing system with the goal of reducing demand for walk in services.

Some Committee members expressed concern with various components of the CityView portal (the software system utilized for electronic plan review).

**Mr. French** recommended interested members of the Committee meet with Staff and review the procedures so he may address any issues raised. In order to facilitate the review, he requested the members submit comments or questions in advance of the meeting.

## VII. New Business

### **DSAC Floodplain Regulation Review Subcommittee**

**Bill Lorenz and Jack McKenna** appeared before the Committee requesting a Subcommittee be formed to assist Staff with their detailed review of floodplain regulations as they relate to the Flood Prevention Ordinance and Land Development Code. The review is necessary to determine proposed requirements for construction of buildings within the floodplain given the recently adopted FEMA flood zone designations within the County.

Discussion occurred on:

- The duties and responsibilities of the Subcommittee.
- The history of DSAC’s previous involvement (and requested “non involvement”) in the area of floodplain management.

Staff noted the purpose would be to provide technical input to County Staff for any proposed policies and regulations.

*Mr. Chrzanowski moved for the Development Services Advisory Committee to form a Subcommittee for the purposes of reviewing floodplain management and County regulations for construction in the floodplain. Second by Mr. Foley. Motion carried 10 “yes” – 1 “no.” Mr. Disney voted “no.”*

*Mr. Disney reported his “no vote” was not based on Staff’s request, rather the County’s past history with DSAC in addressing floodplain management.*

*The Committee reached consensus on appointing Stan Chrzanowski, Chris Mitchell and Blair Foley to the Subcommittee.*

*Mr. Valle arrived at 4:05pm*

## VIII. Old Business

**A. LDC Amendment updates [Caroline Cilek]**

**Caroline Cilek and Stephen Lenberger** presented the following proposed Land Development Code Amendments for consideration:

**LDC SECTION(S): 10.02.04 Submittal Requirements for Plats**

**CHANGE:** Currently, a developer has the option of submitting a Preliminary Subdivision Plat or a Final Plat. Most often, applicants prepare a Final Plat for review by the County. The Preliminary Subdivision Plat option is utilized when the division of land is more complicated, such as incorporating easements or environmentally sensitive lands. Following a Preliminary Subdivision Plat approval, the applicant proceeds to a Final Plat application.

The LDC allows for one site development plan (SDP) to be submitted concurrently with the second review of the Final Plat. The amendment proposes to remove the limitation of submitting one SDP and allow more than one SDP to be submitted concurrently with the second review of the Final Plat. The proposed multi-step process is as follows:

- 1) Applicant submits the Final Plat to Collier County for approval.
- 2) Collier County Staff provide the first set of review comments on the Final Plat.
- 3) Applicant submits responses to staff's first set of review comments on the Final Plat and submits one *or more* site development plans(s).

***Mr. Dunnivant moved to recommend the Board of County Commissioners adopt the proposed Land Development Code Amendment. Second by Mr. Waldrop. Carried unanimously 12 – 0.***

*Mr. Dunnivant left at 4:10pm*

**LDC SECTION(S): 3.05.02 Exemptions from Requirements for Vegetation Protection and Preservation 3.05.05 Criteria for Removal of Protected Vegetation**

**CHANGE:** Revise exemption and permitting requirements for mangroves, for consistency with State law.

**REASON:** Under Section 403.9321, F.S. et seq, the County may not regulate trimming and alteration of mangroves per Section 403.9324, F.S., unless permitting has been delegated to the County from the State.

Committee discussion occurred on the requirements proposed for Section 3.05.05.G.2.b. Members noted there are instances where trimming is required for vegetation located within a preserve, however, has vegetation which overhangs outside the preserve area, jeopardizing the integrity of approved uses located outside the preserve.

***Mr. Valle moved to recommend the Board of County Commissioners adopt the proposed Land Development Code Amendment subject to the following change:***

1. Section 3.05.05.G.2.b to read - “the mangroves are impacted by a use allowed within preserves *or impact an allowed use outside the preserve* pursuant to Subsection 3.05.07.H or by PUD Ordinance, or (or similar language).

*Second by Mr. Espinar. Carried unanimously 11 – 0.*

**LDC SECTION(S): 4.05.02 Design Standards - 4.05.04 Parking Space Requirements**

**CHANGE:** This amendment proposes to remove the 200 parking space threshold for public parks and similar private recreational facilities, such as ball fields, playgrounds, and privately owned neighborhood parks and allow these facilities to utilize grass parking for up to seventy (70%) percent of the off-street parking requirement. Consistent with the current Code, the grass parking areas will be compacted, stabilized, well drained and surfaced with a durable grass cover. Driveways, handicapped spaces and access aisles will be paved.

The amendment also seeks to consolidate all grass parking provisions into Section 4.05.02 - Design Standards. It is proposed that the existing provision in Section 4.05.04 - Parking Space Requirements is removed and relocated to Section 4.05.02.

**REASON:** Public parks and similar private recreational facilities are designed to accommodate seasonal parking needs, peak time parking needs and parking for large events. This results in unused parking spaces the majority of the time. This type of usage presents an opportunity to employ a cost effective and low impact design strategy.

Discussion occurred on the proposed wording in Section 4.05.02B.1.a.iv with Committee members noting the language is “redundant” as consultants, when submitting development applications provide similar opinions.

*Mr. Hermanson moved to recommend the Board of County Commissioners adopt the proposed Land Development Code Amendment subject to:*

1. Deleting Section 4.05.02B.1.a.iv - *(In the written opinion of the applicant’s engineer, the grass parking spaces will not have an adverse affect on the health, safety, and welfare of the citizens of Collier County).*”
2. Section 4.05.02B.1.b – line 5 revised from “...parking spaces with paved parking spaces...” to “parking spaces with *improved* parking spaces...”

*Second by Mr. Valle. Carried unanimously 11 – 0.*

**IX. Committee Member Comments**

None

**X. Adjourn**

**Next Meeting Dates**

**September 5, 2012 GMD Conference Room 610 – 3:00 pm**

**October 3, 2012 GMD Conference Room 610 – 3:00 pm**

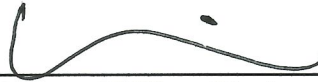
**November 7, 2012 GMD Conference Room 610 – 3:00 pm**

**December 5, 2012 GMD Conference Room 610 – 3:00 pm**

August 8, 2012

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:27 PM.

**COLLIER COUNTY DEVELOPMENT  
SERVICES ADVISORY COMMITTEE**



\_\_\_\_\_  
Chairman, William Varian

These Minutes were approved by the Board/Chairman on 9/5/12,  
as presented ~~\_\_\_\_\_~~, or as amended \_\_\_\_\_.