

MINUTES OF THE MEETING OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE
Naples, Florida, December 5, 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 Dunnivant
James E. Boughton
Clay Brooker
Dalas Disney
Marco Espinar
Blair Foley
Chris Mitchell
Robert Mulhere
George H. Hermanson
Stan Chrzanowski

Excused: Laura Spurgeon DeJohn
Ron Waldrop
Norm Gentry
Absent: Mario Valle

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division
Jamie French, Director, Operations & Regulatory Management
Judy Puig, Operations Analyst, Staff Liaison
Jay Ahmad, Director, Transportation Engineering
Ed Riley, Fire Code Official
Reed Jarvi, Manager, Transportation Planning
Nathan Beals, Project Manager, Public Utilities
Caroline Cilek, M.S., Senior Planner, LDC Coordinator
Jack McKenna, County Engineer
Mike Ossorio, License Compliance Supervisor
Tonia Spangler, Operations Analyst
Bill Lorenz, Natural Resources Dept. Director

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:00pm

II. Approval of Agenda

Mr. Foley moved to approve the Agenda subject to the following addition:

- Item VI.C - Stormwater Management Systems

Second by Mr. Mitchell. Carried unanimously 10 - 0.

III. Approval of Minutes from November 7, 2012 Meeting

Mr. Disney moved to approve the minutes of the November 7, 2012 meeting as presented. Second by Mr. Chrzanowski. Carried unanimously 10 - 0.

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Public Utilities Division Update – [Nathan Beals or Tom Chmelik]

Nathan Beals reported:

- 47 water meters were installed in November.
- The RFP for the Public Utility Master Plan was disseminated on November 21, 2012.
- The study on the requirements for the sizing of water meters is ongoing.

Discussion occurred on the rationale for Staff determining the size of water meters required for potential applicants.

Mr. Beals noted the requirement is for only 2” or smaller services.

Chairman Varian requested Staff provided the water flows distributed over a 24 hour period for unincorporated Collier County for the dates of February 15, 2012, July 6, 2012 and October 16, 2012.

B. Fire Review Update – [Ed Riley]

Ed Riley, Fire Code Official submitted the documents “*Office of the Fire Code Official – Summary of Plan Review Activity – October - 12*” and “*Fire Plan Review – Time Frame Summary - October 12*” for information purposes.

Mr. Hermanson arrived at 3:17pm

C. Growth Management Division/Transportation Engineering – [Jay Ahmad or Reed Jarvi]

Jay Ahmad and Reed Jarvi were present and reported:

- White St. bridge project -- underway with a temporary bridge being constructed at 23rd St. with an anticipated completion ahead of schedule which is currently July 5, 2013.
- Golden Gate Boulevard bridge project - under construction (Golden Gate Main Canal followed by Miller Canal in the fall) with temporary bridge being constructed.
- Davis Boulevard/Collier Boulevard Improvement Project - continuing ahead of schedule with an estimated completion date of late summer 2013.

- Proposed I-75 interchange - Everglades Boulevard area - Staff to seek direction from the Board of County Commissioners.
- Long Range Transportation Plan – meeting with Metropolitan Planning Organization for consideration of final approval of the plan scheduled for December.

D. Growth Management Division/Planning & Regulation Update – [Jamie French]

Nick Casalanguida presented the Executive Summary “*Recommendation to review the County’s progress coordinating permitting and inspection activities with the building industry and the independent fire districts (Districts) and staff’s request for direction on future actions regarding the same*” for information purposes. He noted the item will be heard by the Board of County Commissioners. Staff is recommending the meetings to seek avenues to improve coordination of permitting and inspections continue along with consideration being given to amending the inter-local agreement as necessary. Any proposed amendment may include a revised fee collection structure.

Jamie French submitted the “*November 2012 Monthly Statistics*” which outlined the building plan review activities. He noted the Board of County Commissioners will be authorizing overtime payroll to existing employees to assist in alleviating the workload for reviews and inspections.

VI. New Business

A. GMD Fee Schedule changes [Jamie French/Ken Kovensky]

Jamie French provided the “*Collier County Growth Management Division/Planning and Regulation Fee Schedule – Underline & Strikethrough – BCC Approved Version, January 08, 2013,*” last revised 11/15/12 for consideration.

He requested a recommendation from the Committee on the language included in various sections of the document stating “*All inspection fees will be due at the pre-construction meeting. If there is no pre-construction meeting required, all inspection fees shall be due at the time of application.*”

The Committee discussed the ramifications of the wording, including possible revisions.

Mr. Hermanson moved to recommend the document referenced above contain the following language in any applicable sections regarding Plan Review and Inspection Fees, “*All inspection fees will be due at the pre-construction meeting. If there is no pre-construction meeting required, all inspection fees shall be due prior to permit approval.*” **Second by Mr. Mulhere. Carried unanimously 11 – 0.**

Changes to City View portal

Mr. French reported the vendor changes to the portal are underway and should be available for testing purposes by January 1, 2013.

Responsibilities of DSAC

Chairman Varian requested Staff to review the powers and duties of the Committee to determine if they are applicable to any areas under the auspices of the Code Enforcement Office.

SIRE Technologies, Inc.

Mr. French reported he will be providing an update to the Board of County Commissioners on the implementation of SIRE Technologies, Inc.'s electronic plan review system. The County intends to employ a staff person to provide "technical support" for the application when the system becomes functional.

B. Contractor Licensing update [Mike Ossorio]

Mr. Ossorio provided a document "*Top Violation Types*" which outlined the percentage of violations encountered by the Contractor Licensing Department.

C. Stormwater Management Systems

Mr. Disney expressed concern Section 6.05.02(F) of the Land Development Code (LDC) (Stormwater Retention/Detention Design for Single-Family Dwelling Units, Two-Family Dwelling Units and Duplexes) is overly burdensome to some landowners who wish to develop their property. He recommended the requirements for the section be reviewed for a possible amendment.

Staff members agreed on Mr. Disney's concern in regards to certain land use applications and supported the request for the Committee to review the language via the LDC Subcommittee.

Caroline Cilek reported the most recent LDC Amendment Cycle terminated in September, with no Cycle active at this time. If the Committee would like to pursue the concept of proposing an Amendment, she recommended they present a request to the Board of County Commissioners.

Mr. Brooker moved for the Development Services Advisory Committee to submit a formal request to the Board of County Commissioners for authorization of an Out of Cycle Land Development Code Amendment in order for the Committee to develop a proposed revision to Section 6.05.02(F) of the Code - (Stormwater Retention/Detention Design for Single-Family Dwelling Units, Two-Family Dwelling Units and Duplexes). Second by Mr. Disney. Carried unanimously 11 – 0.

VII. Old Business

None

VIII. Committee Member Comments

Chairman Varian reported Mr. Hermanson is stepping down from the Committee and recognized his service to the County and citizens of Collier County.

IX. Adjourn

Next Meeting Dates

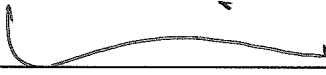
January 9, 2013 GMD Conference Room 610 – 3:00 pm

February 6, 2013 GMD Conference Room 610 – 3:00 pm

March 6, 2013 GMD Conference Room 610 – 3:00 pm

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:45 PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 1/9/13,
as presented ✓, or as amended _____.