

April 3, 2013

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

Naples, Florida, April 3, 2013

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
Blair Foley
Chris Mitchell
Robert Mulhere
Mario Valle
Stan Chrzanowski
Eleanor Taft
Norman Gentry
Ron Waldrop
Laura Spurgeon DeJohn
Marco Espinar
Excused: Dalas Disney

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
Reed Jarvi, Manager, Transportation Planning
Nathan Beals, Project Manager, Public Utilities
Caroline Cilek, M.S., Senior Planner, LDC Coordinator
Jeff Letourneau, Code Enforcement
Amy Patterson, Impact Fee Administration
Jack McKenna, County Engineer
Ed Riley, Fire Code Official
Robert Wiley, Floodplain Management Planning

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:04pm

II. Approval of Agenda

Mr. Espinar moved to approve the Agenda subject to the removal of item VI.B – (Fee Schedule Discussion). Second by Mr. Dunnivant. Carried unanimously 11 - 0.

III. Approval of Minutes from March 6, 2013 Meeting

Mr. Brooker moved to approve the minutes of the March 6, 2013 meeting as presented. Second by Mr. Chrzanowski. Carried unanimously 11 - 0.

IV. Public Speakers

None

Mr. Gentry arrived at 3:07pm

Ms. Taft arrived at 3:07pm

V. Staff Announcements/Updates

A. Code Enforcement Department update – [Diane Flagg]

Jeff Letourneau provided the update highlighting the cumulative activity of the Department including the collection and waiving of fines associated with violation of County rules. He reported the County's overall goal in the enforcement is to seek compliance rather than penalization.

B. Public Utilities Division update – [Nathan Beals or Tom Chmelik]

None

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

Reed Jarvi and Jay Ahmad reported:

- Davis Boulevard/Collier Boulevard Improvement Project - continuing ahead of schedule.
- Golden Gate Bridges – Miller and Main canal bridges under construction; to be completed by the end of the month (main canal).
- Oil Well Road Bridge – near completion.
- Whippoorwill Lane Extension – homeowner information meetings underway.
- Vanderbilt Drive – bridge and pedestrian corridor improvement to be completed over the next 2 years.

D. Fire Review update – [Ed Riley]

Ed Riley, Fire Code Official submitted the documents "*Office of the Fire Code Official – Summary of Plan Review Activity – February- 13*" and "*Fire Plan Review – Time Frame Summary- February – 13*" for information purposes. He reported a new website is active where general information on fire codes and permitting is available, as well as the ability to schedule inspections.

E. Growth Management Division/Planning & Regulation update – [Jamie French]

Jamie French submitted the “*March 2013 Monthly Statistics*” which outlined building plan review activities.

Discussions occurred on avenues to continue to improve the report.

Mr. French noted the report and related data continues to evolve in response to Committee comments.

Mr. French to meet with Mr. Foley and Mr. Chrzanowski individually to review suggestions on how to develop a more comprehensive report.

VI. New Business

A. Tindale Oliver presentation on Impact Fees and Multi modal fees [Amy Patterson, Tindale Oliver]

Steve Tindale and Nilgun Kamp of Tindale-Oliver and Associates, Inc. presented the Slideshow “*Collier County Multi-Modal Transportation Impact Fee- April 3rd 2013.*” The Slide show provided an overview on the uses of Multi Modal Fees. The fees are transportation related and imposed in lieu of traditional transportation impact fees. The following was highlighted during the presentation:

- The program has been implemented within the State in a variety of locations including the Orlando and Jacksonville area.
- The program is useful in areas that no longer have the option to increase roadway capacity due to “build out,” but demand on the traffic systems continues to increase creating burdens on the users and beneficiaries.
- Multi modal fees may be used for improvements to transit systems, pedestrian and bicycle thoroughfares, etc. to reduce demand on area roadway systems.
- In order to implement a program, the jurisdiction must develop specific long range plans to identify current and future needs within the areas the fees are to be collected and utilized.
- The re-allocation of the previously collected and held impact fees collected is not a goal of the program.

Mr. Boughton arrived at 3:55pm

Ms. DeJohn left at 3:57pm

Under Committee member discussion, the following was noted:

- The fees would not affect the existing transportation impact fees collected for a specific geographic area as these funds need to be expended on roadway projects.
- The multi modal fee concept should address the transferability aspect of the uses (i.e. “park and rides” developed outside the area to be served).
- It may be prudent to analyze the impact any program may have on the demand for development (or redevelopment) of the area subject to the fees.

B. Job Bank Conversion – [Jamie French]

Mr. French provided the Executive Summary “*Recommendation to authorize the conversion of twelve permitting and inspection job bank positions to full time equivalent positions for Fund 113, five plan review and inspection job bank positions to full time*”

equivalent positions for Fund 131, and one new full time equivalent position for Fund 113” for consideration. He presented the Slideshow “*Staffing Conversion Analysis – Growth Management Division Planning and Regulation Prepared by James French, Director of Operations – April 2013*” which outlined the rationale for the request.

The following was highlighted:

- 1 and 2 family home construction has been increasing in the County at a much greater rate than surrounding areas.
- The large increase in activity has taxed the level of service provided by the County for building permitting and related inspections.
- Currently, job bankers, at an added expense to the Department have assisted in providing the service required to serve the demand and the proposal is to convert a number of the positions to full time employees.
- The request will not impact the current NOVA contract for services during periods of high demand. Additionally, the Department will still have the option of utilizing a number of job bankers up to 10 percent of the total number of full time employees.
- The increased costs associated with the request is estimated at \$119,401 for Fund 113 and \$55,198 for Fund 131 for the remainder of FY2013.
- The approval of the positions will require transferring funds from reserves in Fund 113 and 131 into payroll budgets during FY2013.
- The funding of the positions for FY2014 will be from the Department’s conventional income and will not require increased contributions from the General Fund or raising fees associated with development services.
- The request will ensure these employees have a more “vested” interest in their employment and aid in promoting the Department’s goal of continuing to improve plan review and inspection performance measures.

Mr. Waldrop moved to recommend the Board of County Commissioners approve the request for the conversion of twelve permitting and inspection job bank positions to full time equivalent position for Fund 113, five plan review and inspection job bank positions to full time equivalent positions for Fund 131, and one new full time equivalent position for Fund 113 and authorize the appropriate budget amendments for FY2013 and adjust and approve the FY2014 budget accordingly. Second by Mr. Mulhere. Carried unanimously 13 – 0.

VII. Old Business

- C. **LDC Amendment review – 5.05.08 Architectural & Site Design Standards-secondary façade and PUD deviations [Caroline Cilek] (*this item was heard before items A and B*)**

LDC SECTION(S): 5.05.08 Architectural and Site Design Standards

CHANGES: To amend subsection 5.05.08 C.9 to allow freestanding buildings and buildings located on outparcels within a Planned Unit Development (PUD) or a common ownership development to have one secondary façade, i.e. the “back” of the building. This would replace the current requirement that all façades meet primary façade standards.

REASON: Currently, freestanding buildings and buildings located on outparcels within a PUD or common ownership developments are required to meet primary façade requirements for each building face. This includes detailing such as windows, covered entryways, covered walkways, and trellises.

Mr. Mulhere moved to recommend the Board of County Commissioners adopt the proposed amendment. Second by Mr. Foley. Carried unanimously 13 – 0.

Mr. Mulhere left at 5:30pm

- A. **Status update on the Flood Damage Prevention Ordinance [Nick Casalanguida]**
Mr. Casalanguida requested Committee members review the draft Ordinance provided at the previous meeting and provide comments as necessary. Specifically, input on the issue of addressing displacement of floodwaters (the option for compensatory storage, free boarding or neither).

- B. **Update on the Lot Coverage Ordinance [Caroline Cilek, Jack McKenna]**
 The report “*March 27, 2013 – DSAC-LDR Lot Coverage Subcommittee*” was submitted for information purposes.
Mr. Chrzanowski reported he met with Commissioners Georgia Hiller and Tim Nance. During the meetings, a recommendation was brought forward to develop visual examples of of the existing and proposed requirements for the lot coverage issue. He provided an overview of the documents the Subcommittee is developing to address the recommendation.

VIII. **Committee Member Comments**
None

IX. **Adjourn**
Next Meeting Dates
May 1, 2013 GMD Conference Room 610 – 3:00 pm
June 5, 2013 GMD Conference Room 610 – 3:00 pm
July 3, 2013 GMD Conference Room 610 – 3:00 pm
August 7, 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 5:45 PM.

**COLLIER COUNTY DEVELOPMENT
SERVICES ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 5/1/13,
 as presented _____, or as amended ~~_____~~.