

July 10, 2013

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

Naples, Florida, July 10, 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 Dunnavant
James E. Boughton
Clay Brooker
Dalas Disney
Blair Foley
Chris Mitchell
Robert Mulhere
Stan Chrzanowski
Eleanor Taft
Marco Espinar
Laura Spurgeon DeJohn

Excused: Norman Gentry
Ron Waldrop
Mario Valle

ALSO PRESENT: Jamie French, Director, Operations & Regulatory Management
Judy Puig, Operations Analyst, Staff Liaison
Reed Jarvi, Manager, Transportation Planning
Nathan Beals, Project Manager, Public Utilities
Jeff Wright, Director, Code Enforcement
Jack McKenna, County Engineer
Ed Riley, Fire Code Official
Robert Wiley, Floodplain Management Planning
Rich Long, Plan Review and Inspections Manager
Mike Ossorio, Supervisor, Contractor Licensing

I. Call to Order - Chairman

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

II. Approval of Agenda

The Committee approved the Agenda subject to hearing item V.B before V.A.

III. Approval of Minutes from June 12, 2013 Meeting

Mr. Mulhere moved to approve the minutes of the June 12, 2013 meeting as presented.

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

IV. Public Speakers

None

V. Staff Announcements/Updates

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

Mr. Beals reported the Utility Committee will be meeting July 16, 2013.

A. Code Enforcement Department update – [Jeff Wright]

The Committee reviewed the Code Enforcement Weekly Report 6/10 – 16/2013 submitted by Diane Flagg Thursday, June 20, 2013 via email.

The Committee requested Staff to:

- 1. Provide the reports based on monthly recaps (as opposed a weekly recap).*
- 2. Notify the Committee if Code Enforcement Staff becomes aware of any issues that should be addressed through the Land Development Code or other applicable County Codes.*

Mr. Boughton arrived at 3:10pm

Ms. Taft arrived at 3:11pm

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

Reed Jarvi reported:

- White Blvd. Bridge – to be open by next week.
- Davis Boulevard/Collier Boulevard Improvement Project – completion anticipated by fall of 2013.
- Golden Gate Blvd Bridge - to be completed by September 2013.
- Immokalee Road Wildlife Crossing - completed and open.
- US41/Pine Ridge Road Westbound – to be reconstructed to improve westbound traffic flow.
- AUIR (Annual Update and Inventory Report) - in process.

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 – May - 13*” and “*Fire Plan Review – Time Frame Summary - May – 13*” for information purposes.

- E. Growth Management Division/Planning & Regulation update – [Jamie French]**
Mr. French submitted the “*June 2013 Monthly Statistics*” which outlined the building plan review activities. He reported electronic plan submission is functioning adequately for building department applications and the process required to implement it for land development applications continues.

VI. New Business

A. Permit Reconciliation per fee schedule [Jamie French, Rich Long, Tonia Spangler]

Mr. French and Mr. Long reported:

- The County has a process to reconcile building permit fees at the time Certificate of Occupancies/Completion are issued to ensure applicants have not “overpaid” inspection or other fees associated with the application.
- The system is a manual, not automated and the requests for refunds require approval by the County Clerk’s office.
- The refunds are generally issued 3 – 4 weeks following the request.
- Mr. French does monitor the refund requests to determine the rationale for the request to ensure there are not too many refunds being sought due to improper charges at the time of application.

Committee discussion occurred on the rationale for separate fee charges for the certain categories of inspections. As an example, building footing inspections for 2 separate buildings on the same site at the same time, cases where the same person is authorized to inspect 2 different trades at the same time, etc.

Staff reported separate fees are required as logistically, at the time of collection, there is no means to determine whether the work proposed will be completed in a manner where two inspections can occur in the same site visit, etc.

B. Web Page adjustments [Jamie French]

Mr. French reported the minor revisions to the City view portal have been made as requested.

C. New Low Voltage law signed by Governor – how does it affect us? [Rich Long]

Mr. Long reported the State has revised permit requirements effective October 1, 2013 for low voltage wiring for certain applications (burglar alarms, etc.). The changes do not affect the requirements for Fire Alarm Systems. The County will be adjusting fee schedules as necessary.

D. New unlicensed fee schedule signed by Governor [Mike Ossorio]

Mr. Ossorio reported the State has authorized changes to the requirements for penalties for unlicensed contractor activity effective July 1, 2013. The changes include increase of

penalties for 1st offenses from \$300 to \$1,000 and for 2nd offenses from \$500 to \$2,000. Staff will be amending any Ordinances as necessary and will provide them to DSAC for review.

E. Developer Built Road Design and Permitting Process [Reed Jarvi]

Mr. Jarvi reported the County currently does not have a uniform policy for private parties proposing to “turnover” roads to the County and County Staff and consultants are in the process of developing a policy.

VII. Old Business

A. Update on the status of the Architectural Review Committee [Mike Bosi]

Mr. Bosi provided the Executive Summary “*Recommendation to Adopt a Resolution Establishing the Collier County Architectural and Site Design Standards Ad Hoc Committee for 12 months*” for information purposes. He reported the Committee members will be appointed by the Board of County Commissioners (BCC) and 7 individuals have filed applications requesting to be seated on the Committee. Should other citizens desire to participate, those applications as well will be submitted to the BCC for consideration.

B. Discussion of the 2010 FBC Compliant Flood Damage Prevention Ordinance [Robert Wiley]

Mr. Wiley submitted the document “*Responses to Comments Received Thru 4-1-13 for the State’s “New Model” 2010 Florida Building Code Compliant Flood Damage Prevention Ordinance*” for information purposes. He reported:

- The County is required by the National Flood Insurance Program to adopt certain requirements for participation in their program.
- The County is currently considering a revised Flood Damage Prevention Ordinance including adopting the “Model Ordinance” referenced above.
- County Staff is currently accepting comments on the “Model Ordinance” in order to assist in developing the revised Ordinance.
- The document provided incorporates comments from various parties on the “Model Ordinance” and Staff responses to the comments.
- As directed by his supervisor, only comments on a proposed Ordinance (no formal recommendation) will be garnered from the DSAC or the Floodplain Management Planning Committee before it is submitted to the State for review.
- Following State review, the proposed Ordinance will be forwarded to the Planning Commission for a recommendation and the Board of County Commissioners for consideration.

He sought input from the Committee for any comments, recommendations, observations, etc. on the “Model Ordinance,” including the concept of requiring freeboard or compensatory storage for areas to be developed in the floodplain.

Mr. Disney left at 4:20pm

Committee discussion occurred on:

- The ramifications of the County developing requirements for compensatory storage vs. freeboard for construction in flood zones.

- The risk involved of not having a duly adopted Ordinance such as removal from the National Flood Insurance Program, Staff reported the County Attorney's Office has not officially opined on the risks.
- A study is being performed for the County by Atkins North America, Inc. on the impacts of the recently adopted floodplain maps and any related requirements for Collier County development.
- The study should be available in September, 2013 and provide more guidance on flood plain issues including the height of freeboard required in floodplain areas.

Mr. Mulhere moved to delay any comments by the Committee until such time the Atkins North America, Inc. report is available for review which will allow the Committee to identify freeboard requirements and make more informed decisions on any proposed Ordinance. Second by Ms. DeJohn.

Discussion occurred on the risks involved of any delays in adopting an Ordinance.

Mr. Mulhere amended the motion to delay any comments by the Committee until such time the Atkins report is available for review which will allow the Committee to identify freeboard requirements and make more informed decisions on any proposed Ordinance. Additionally, the County Attorney's Office provides an explanation on the risks of not adopting an Ordinance. Second by Ms. DeJohn. Carried unanimously 11 – 0.

Ms. Taft left the meeting at 4:50pm

VIII. Committee Member Comments

Mr. Chrzanowski recommended consideration be given on placing an item on a future Agenda for discussion of the "Koontz" decision and any ramifications to the County.

Mr. Jarvi reported the County Attorney's office reviewed the decision and recommends the County continue to conduct "business as usual."

Mr. Espinar reported there has been a recent US Army Corps of Engineers determination on jurisdictional wetlands and continuity with interconnected ground water that may have impacts on County landowners.

IX. Next Meeting Dates

August 7, 2013 GMD Conference Room 610 – 3:00 pm (cancelled)

September 4, 2013 GMD Conference Room 610 – 3:00 pm

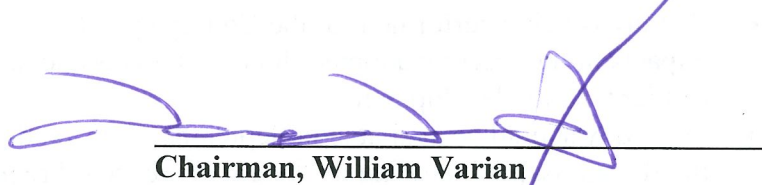
October 2, 2013 GMD Conference Room 610 – 3:00 pm

November 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 5:05 PM.

July 10, 2013

**COLLIER COUNTY DEVELOPMENT
SERVICES ADVISORY COMMITTEE**



Chairman, William Varian

VICE CHAIRMAN, DAVE DUNNAVANT

These Minutes were approved by the Board/Chairman on 9/4/2013,
as presented , or as amended _____.