

May 7, 2014

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

Naples, Florida, May 7, 2014

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: Blair Foley  
David Dunnivant  
James E. Boughton  
Clay Brooker  
Dalas Disney  
Chris Mitchell  
Robert Mulhere  
Mario Valle  
Stan Chrzanowski  
Eleanor Taft  
Norman Gentry  
Laura Spurgeon-DeJohn

Excused: James E. Boughton  
Clay Brooker

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division  
Jamie French, Director, Operations & Regulatory Management  
Judy Puig, Operations Analyst, Staff Liaison  
Nathan Beals, Project Manager, Public Utilities  
Caroline Cilek, M.S., Senior Planner, LDC Coordinator  
Jeff Wright, Director, Code Enforcement  
Jack McKenna, County Engineer  
Jay Ahmad, Director, Transportation Engineering  
Eddy Bouza, Planner  
Stacy Revay, Project Manager

**I. Call to Order - Chairman**

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

**II. Approval of Agenda**

*Mr. Mulhere moved to approve the Agenda subject to hearing items VI. C - Presentation on proposed changes relating to the permitting of improvements & event signage in the public right-of-way and VI.A Fire & Rate Cuts after item V.A. Second by Mr. Mitchell. Carried unanimously 13 - 0.*

**III. Approval of Minutes from April 2, 2014 Meeting**

*Mr. Foley moved to approve the minutes of the April 2, 2014 meeting as presented. Second by Mr. Chrzanowski. Carried unanimously 13 - 0.*

**IV. Public Speakers**

None

**V. Staff Announcements/Updates**

**A. Code Enforcement Department update – [Jeff Wright]**

**Mr. Wright** provided the report “*Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 11/2008 – 4/27/2014*” for information purposes. He noted “political signs” are not allowed in County right-of-ways and the signs are to be removed by candidates no longer participating in process within 7 days after the election.

**VI. New Business**

**C. Presentation on proposed changes relating to the permitting of improvements & event signage in the public right-of-way [Jeff Wright]**

**Mr. Wright** presented a Memorandum to the Development Services Advisory Committee dated May 4, 2014 – *Re: Proposed changes to permitting of temporary event signage and other improvements in public rights-of-way* for information purposes.

**Event signage**

He noted the purposes of the changes are to limit the number and location of directional signs placed in public right-of-way notifying the public on the location of events. The amendments were brought forth to address the large numbers of signs placed on a given weekend. The proposal is to allow 2 large signs at the entrance of the event, and a total of 6 smaller signs within a 5 mile radius of the event. No logos will be permitted on the signs.

Committee discussion occurred noting the proposal may be too restrictive and hinder the organizers fundraising ability as this may be a primary means for advertising the event.

Staff reported the Committee could provide a recommendation on the proposed amendments to the Board of County Commissioners.

Following discussions, the Committee determined the amendments as proposed are acceptable.

**Bonding in Public Right-of-Way**

**Mr. Casalanguida** reported the BCC requested Staff to address various aspects of permitting for improvements in the right-of-way including taking any actions necessary to address liability concerns.

Staff reported the County already has a “*Right-of-Way Handbook*” and the authority to require performance bonds by outside parties to ensure any work is completed in accordance with County requirements.

The proposal includes a “cosmetic” change to identify the Growth Management Division as the Administrator and the updating of the “bonding forms.”

**Speakers**

**J. Dudley Goodlette, Attorney for TECO Peoples Gas**, reported the company has a positive working relationship with the County and does not have a concern with the proposed changes.

**Lance Horton, TECO Peoples Gas** reported, upon review of the proposed changes, the company is in support of them.

**A. Fire & rate cuts [Nick Casalanguida]**

**Mr. Casalanguida** reported there will be a reduction in the fees required for building and land use plan application reviews. It is the second rate reduction in 2 years.

**V. Staff Announcements/Updates - (Continued)**

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

**Mr. Beals** reported

- The Utility Master Plan CIP Subcommittee met on 4/10/14 and a report will be brought forth to the Committee at the June meeting.
- The Utility Standards Subcommittee continues to meet and it is anticipated a report will be brought forth to the Committee at the June meeting.

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

**Jay Ahmad** reported:

US41/Collier Blvd. Intersection – Closing of US41 east of the *Collier Blvd.* intersection on the weekend of 5/10/14 with traffic being detoured through Triangle Blvd.

**Stacy Revay** provided an update on sidewalk projects noting:

- There are currently no improvements proposed for Industrial Avenue.
- In Immokalee there are 10 segments slated for construction from 2010 -2016 with future sidewalks proposed for Lake Trafford Road.

**D. Fire Review update – [Ed Riley]**

**Ed Riley, Fire Code Official** submitted the documents “*FY2014 Summary of Plan Review Activity – March 2014*” and “*Fire Plan Review – Time Frame Summary- Mar. 2014*” for information purposes.

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

**Jamie French** submitted the “*Collier County Growth Management Planning and Regulation April 2014 Monthly Statistics*” which outlined the building plan review activities and he reported the BCC approved the addition of 25 Staff personnel to be utilized in the Planning and Regulation Department.

**Building Block Review**

**Eddy Bouza** provided the proposed Building Block “*Recommended Procedures for Electronic Submittal of Spot Surveys*” for information purposes. He reported the surveys submitted electronically which do not contain an “electronic signature” (i.e. scanned copies of originals) will suffice to remove inspection holds; however, will have to be followed up with original, raised seal copies by CO for permit file.

*The Committee reported it may be beneficial to allow the same procedure for “pre engineered” items (i.e. roof trusses, etc.).*

**VI. New Business (Continued)**

**B. Update on the LDC amendment cycle [Caroline Cilek]**

**Ms. Cilek** reported the LDC Subcommittee reviewed the amendments and they are being forwarded to the Collier County Planning Commission (CCPC) for review on 5/19/14. She outlined the following options for the DSAC review:

1. *Review the proposed amendments at the June DSAC meeting and provide comment to the BCC as necessary.*
2. *Schedule a Special Meeting of the DSAC prior to the CCPC meeting.*
3. *The DSAC could remand any authority for recommendations on the proposed amendments to the Subcommittee.*

*The Committee chose Option 1, to hear the proposed amendments at the June meeting.*

**Mr. Mulhere** requested clarification on the status on any amendments to the requirements for floor area ration.

**Ms. Cilek** reported the amendment was not advertised in this cycle; however it continues to be a priority on the list of proposed amendments.

**D. Collier County Transportation Planning Development Guidebook [Reed Jarvi]**

**Mr. McKenna and Laura Spurgeon DeJohn of Johnson Engineering, Inc.** provided the “*Collier County Transportation Planning Development Guidebook*” for information purposes. They presented a Slideshow dated May 7, 2014 and noted:

- The booklet is intended to be resource for permit applicants on improvements in the right-of-way.
- If the booklet is well received, Staff may follow up with additional resources for applicants.

The Committee noted consideration should be given to:

- *Amending the title on Page 7 “Sidewalk and Bicycle Crossings at Intersection” to “Sidewalk and Bicycle Path Crossings.”*

May 7, 2014

- *Labeling the ramp area depictions in the diagram shown on page 7 - "Edge of Curb – Do This."*

**VII. Old Business**

None

**VIII. Committee Member Comments**

**Mr. Chrzanowski** reported a citizen contacted him expressing a concern on the County policy of placing an application on hold without proper notification being given to the applicant.

**Mr. Casalanguida** reported he would review the policy.

**IX. Adjourn**

**Next Meeting Dates**

**June 4, 2014 GMD Conference Room 610 – 3:00 pm**

**July 2, 2014 GMD Conference Room 610 – 3:00 pm**

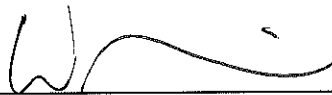
**August 6, 2014 GMD Conference Room 610 – 3:00 pm**

**September 3, 2014 GMD Conference Room 610 – 3:00 pm**

**October 1, 2014 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 4:42PM.

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE**



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**Chairman, William Varian**

These Minutes were approved by the Board/Chairman on 6/4/14,  
as presented , or as amended \_\_\_\_\_.