

June 4, 2014

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

Naples, Florida, June 4, 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 (Excused)  
David Dunnivant  
James E. Boughton  
Clay Brooker  
Dalas Disney  
Chris Mitchell  
Robert Mulhere  
Mario Valle  
Stan Chrzanowski  
Eleanor Taft  
Norman Gentry  
Marco Espinar  
Ron Waldrop  
Laura Spurgeon DeJohn

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  
Caroline Cilek, M.S., Senior Planner, LDC Coordinator  
Jeff Wright, Director, Code Enforcement  
Rich Long, Plans Review and Inspections Manager

- I. Call to Order - Chairman**  
Chairman Varian called the meeting to order at 3:00pm
- II. Approval of Agenda**  
*Mr. Mulhere moved to approve the Agenda. Second by Mr. Dunnivant. Carried unanimously 12 - 0.*
- III. Approval of Minutes from May 7, 2014 Meeting**  
*\* Note: The minutes of April 2nd were corrected, the date was wrong it should have read April 2nd not April 4th*  
*Mr. Mulhere moved to approve the minutes of the May 7, 2014 meeting as presented. Second by Mr. Valle. Carried unanimously 10 - 0.*
- Mr. Espinar reported he was not listed on the headsheet but was present for the May 7, 2014 meeting.*
- IV. Public Speakers**  
None
- Ms. DeJohn and Ms. Taft arrived at 3:10pm*
- 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 – 5/25/14*” for information purposes.
- B. Public Utilities Division update – [Nathan Beals or Tom Chmelik]**  
Nathan Beals reported:
- The new Utilities Master Plan will be submitted to the Committee for comment at a future meeting with review by the Board of County Commissioners anticipated for September of 2014.
  - The proposed updated Utility Standards Ordinance is anticipated to be presented to the Committee for review at the next meeting. The major changes include standards for above ground piping with one goal being to minimize the number of pump stations within communities.
- C. Growth Management Division/Transportation Engineering and/or Planning – [Jay Ahmad and/or Reed Jarvi]**  
Reed Jarvi was present and reported:
- US41/Collier Blvd. Intersection – work ongoing and on budget and schedule.
  - Green Blvd. to Golden Gate - – Bid received with construction anticipated to begin in July of 2014.
  - Golden Gate Blvd. Traffic Study – received by County and under review.

- Pine Ridge Road/US 41 intersection westbound – proposed lane realignment and drainage improvements in design phase.
- Randall Blvd. and Immokalee Rd. improvements – Requests for Proposals phase.
- Collier Blvd. – Tower to Manatee Road - Requests for Proposals phase.
- Current Prioritized Sidewalk Projects Proposed – Thomasson Drive, Pine Ridge/Airport, 11<sup>th</sup> Ave SW, Cypress Way East.
- Future Sidewalk Projects Proposed - County Barn Road, Vanderbilt Drive, South 1<sup>st</sup> St., Immokalee.
- TRIP (Transportation Regional Incentive Program) - possible funding opportunities for Logan Blvd. extension to Bonita Beach Road.
- Collier County Transportation Planning Development Guidebook – completed and available to public via hard copy or website.
- Developer Sponsored Roads – Staff is developing the “turnover” process.

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

**Jamie French** submitted the “*Collier County Growth Management Planning and Regulation May 2014 Monthly Statistics*” which outlined the building plan review activities. The following was noted during his report:

- Staff continues to address personnel needs (including those necessary for Fire Plan reviews) in order to provide the most qualified service possible to the public.
- Fire Review Plan statistics will be incorporated into the future monthly reports.

**VI. New Business**

**A. 2014 LDC Amendment cycle 1 – Level 1 – vote by full committee [Caroline Cilek]**

**Ms. Cilek** presented the “*2014 LDC Amendment Cycle 1 – Level I DSAC-LDR Subcommittee Recommendations, Monday, May 5, 2014*” for consideration. She reported the document lists all of the proposed amendments and provided an overview of the proposals and noted:

- The DSAC-LDC Subcommittee completed a review of the proposed amendments and provided comments as indicated in the document.
- The Collier County Planning Commission (CCPC) reviewed the proposed amendments on 5/19/14 and provided comment.
- The CCPC reviewed and recommended the Board of County Commissioners (BCC) approve a request to allow certain conditional uses outlined in Section 2.03.03 Commercial Zoning Districts and 203.24 Industrial Zoning District such as the manufacture of perfumes and soaps as permitted uses.
- The BCC is scheduled to review the amendments on 6/24/14 and 7/8/14.

Committee discussion occurred on the ramifications of the CCPC recommendation to change some uses in the above referenced section to permitted uses.

**Ms. Cilek** noted it has not been included as a recommendation by the Subcommittee. She requested the full Committee endorse forwarding the recommendations of the Subcommittee to the BCC should they so desire (or any proposed changes they see fit).

**Mr. Brooker**, member of the Land Development Code Subcommittee provided an overview of the Subcommittee's activities noting they met twice to review the proposed amendments and provide input and unanimously voted to forward the proposed amendments to the full DSAC Committee for consideration.

***Mr. Brooker moved for the Development Services Advisory Committee to endorse the recommendations of the Subcommittee as outlined in the above referenced document and forward them to the Board of County Commissioners for consideration. Second by Mr. Mulhere.***

**Ms. Taft** reported she has a conflict of interest with proposed LDC Amendment 2.03.03 – Commercial Zoning District and 2.03.04 – Industrial Zoning District Adding Uses and will be filing the necessary forms with the County.

***Mr. Brooker amended the motion for the Development Services Advisory Committee to endorse the recommendations of the Subcommittee as outlined in the above referenced document and forward them to the Board of County Commissioners for consideration excepting the recommendation for proposed LDC Amendment #6 2.03.03 – Commercial Zoning District and 2.03.04 – Industrial Zoning District Adding Uses. Second by Mr. Mulhere. Carried unanimously 14 – 0.***

***Mr. Brooker moved for the Development Services Advisory Committee to endorse the recommendation of the Subcommittee as outlined in the above referenced document for LDC Amendment 2.03.03 – Commercial Zoning District and 2.03.04 – Industrial Zoning District Adding Uses. Second by Mr. Valle. Carried unanimously 13 – 0. Ms. Taft abstained.***

**B. Discuss of future Fire Plan Review [Rich Long]**

**Mr. Long** provided an update on the transition for Fire Plan Review's from the Collier County Fire Marshalls and Code Officials Office to the individual Fire Districts highlighting:

- The individual Fire Districts will now be responsible for conducting "Fire Plan Reviews."
- 4 employees of the North Naples Fire District will be housed in the GMD building and conducting reviews for their District.
- The County is hiring 3 employees through an inter-local agreement with the Fire Districts to conduct Fire Plan Reviews for the remaining Fire Districts located in unincorporated Collier County.
- Contract employees have been stationed in the existing Collier County Fire Marshalls and Code Officials building to assist in the transition over the next 60 days.
- 6 sets of plans are required for application submittal and are to be delivered to the Growth Management Division building.
- Field inspections related to the approved plans will be the responsibility of the individual Fire Districts.
- Updates on the process will be provided to the Committee as necessary, and/or as requested.

**VII. Old Business**

**A. Number of plans required for submittal [Rich Long]**

See item VI.B above.

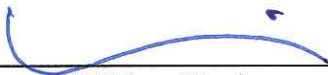
- B. Utilities Sub-committee update [Nathan Beals]**  
See item V.B

- VIII. Committee Member Comments**  
None

- IX. Adjourn**  
**Next Meeting Dates**  
**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 4:21 PM.**

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE**

  
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**Chairman, William Varian**

These Minutes were approved by the Board/Chairman on 8/6/14,  
as presented ✓, or as amended \_\_\_\_\_.