

August 6, 2014

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

Naples, Florida, August 6, 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 (Excused)
Dalas Disney (Excused)
Chris Mitchell
Robert Mulhere
Mario Valle
Stan Chrzanowski
Eleanor Taft
Norman Gentry
Marco Espinar
Ron Waldrop
Laura Spurgeon DeJohn

ALSO PRESENT: Ken Kovensky, Finance and Operations Manager
Judy Puig, Operations Analyst, Staff Liaison
Reed Jarvi, Manager, Transportation Planning
Kris Van Lengen, Public Utilities
Caroline Cilek, M.S., Senior Planner, LDC Coordinator
Jeff Wright, Director, Code Enforcement
Jack McKenna, County Engineer
Rich Long, Plans Review and Inspection Manager
Jon Walsh, Sr. Engineer/Building Official

- 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. Second by Mr. Foley. Carried unanimously 10 - 0.
- III. Approval of Minutes from June 4, 2014 Meeting**
Mr. Valle moved to approve the minutes of the June 4, 2014 meeting as presented. Second by Mr. Chrzanowski. Carried unanimously 10 - 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 – 7/27/2014*” for information purposes. He noted the statistics indicate there are currently 705 vacant homes in the County.
- B. Public Utilities Division update – [Nathan Beals or Tom Chmelik]**
Kris Van Lengen reported the Subcommittees will be providing information for items to be placed on the next DSAC agenda.
- C. Growth Management Division/Transportation Engineering and/or Planning – [Jay Ahmad and/or Reed Jarvi]**
Reed Jarvi reported:
- US41/Collier Blvd. Intersection – work ongoing, on budget and schedule.
 - Green Blvd. to Golden Gate – Bid received with construction anticipated to begin in 2015.
 - Golden Gate Blvd. Traffic Study – indicates no short term (10 years) improvements required for Wilson Blvd. Any available funds will be utilized for improvements east of the Wilson Blvd./Golden Gate Blvd. intersection
 - Collier Blvd. – Tower to Manatee Road - Selecting consultants to interview.
 - Current Prioritized Sidewalk Projects Proposed – Thomasson Drive, Pine Ridge/Airport, 11th Ave SW, Cypress Way East.
 - Future Sidewalk Projects Proposed - County Barn Road, Vanderbilt Drive, South 1st St., Immokalee.
 - TRIP (Transportation Regional Incentive Program) - possible funding opportunities for Logan Blvd. extension to Bonita Beach Road, FY15-16 project.
 - Developer Sponsored Roads – Staff continues to develop the “turnover” process.
 - TIGER Grants (Transportation Investment Generating Economic Recovery) are being submitted by Staff for funding of improvements.
- D. Fire Review update – [Shar Hingson and/or Shawn Hanson]**

Eloy Ricardo, North Naples Fire Control and Rescue District reported their personnel are embedded in the Growth Management Division Building and conducting reviews for “fire code permits.” The transition is working smoothly and any questions on these applications should be directed to the Staff at the Growth Management Division building.

Shawn Hanson, East Naples - Golden Gate Fire Control and Rescue Districts reported as of 8/1/14 the County is conducting reviews for “fire code permits” for all fire districts in unincorporated Collier County with the exception of Immokalee, Big Cypress and Isle of Capris.

Shar Hingson, East Naples - Golden Gate Fire Districts reported the County will be requesting applicants to submit AutoTURN (vehicle sweep turn analysis) specifications with the applications. The request is not a requirement at this time, but may be in the future and will facilitate reviews of applications.

The Committee recommended Staff consider developing a “Building Block” for Fire Code reviews.

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

Ken Kovensky submitted the “*Collier County July 2014 Monthly Statistics*” which outlined building permit review activities and related inspections. He noted Department activity is increasing to levels not seen in several years. Staff continues to address personnel assignments to ensure an adequate quality of service is being provided to clients.

Jack McKenna provided an update on the floodplain analysis applicants are required to provide noting calculations must be submitted which show a deminimis impact on increased flood levels. The requirement applies to the urban area and does not include storm surge areas.

Mr. Long reported the County currently requires 5 sets of plans for fire code permit applications.

VI. New Business

A. Building Blocks regarding NRIP/FDPO Ord. requirements [Caroline Cilek]

LDC Amendments

Ms. Cilek reported the Level I LDC amendments were adopted by the Board of County Commissioners and Staff is working the Level II Amendments and will be scheduling Subcommittee meetings to review the proposed amendments.

Building Blocks

Caroline Cilek/Jon Walsh provided the Building Block for “*Building Permit and Site Plan Survey Requirements*” for information purposes. The requirements pertain to building permit applications.

The Committee reviewed the document and recommended:

- 1. The Building Block should indicate a Site Development Plan meets the requirements for a “Certified Site Plan.”*

2. Clarify under "PERMITS" a Site Development Plan approval is valid for 2 years (as opposed to the 6 month requirement).

Caroline Cilek/Jon Walsh provided the Building Block for "*Inspections required for development in the Special Flood hazard Area*" for information purposes.

The Committee voiced a concern the Building Block's wording "*a licensed Collier County inspector reviews the staked site based on the approved plans to ensure the building is positioned in the correct location.*"

Staff reported the purpose is for the inspector to verify the stakes are on the site as required, not the exact location of the proposed building.

The Committee requested the rationale for requiring an elevation certificates during the second inspection and at final inspection.

Staff reported the certificate at the time of second inspection is not required, rather an option.

VII. Old Business

None

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

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

October 1, 2014 GMD Conference Room 610 – 3:00 pm

November 5, 2014 GMD Conference Room 610 – 3:00 pm

December 3, 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 4:15 PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

August 6, 2014

These Minutes were approved by the Board/Chairman on 9/3/14, as presented X, or
as amended _____.