

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

Naples, Florida, November 5, 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 Dunnavant
James E. Boughton
Clay Brooker
Dalas Disney
Chris Mitchell (Excused)
Robert Mulhere
Mario Valle
Stan Chrzanowski
Eleanor Taft
Norman Gentry (Excused)
Marco Espinar
Ron Waldrop (Excused)
Laura Spurgeon DeJohn

ALSO PRESENT: Jamie French, Deputy Administrator, Operations & Regulatory Man.
Judy Puig, Operations Analyst, Staff Liaison
Reed Jarvi, Manager, Transportation Planning
Tom Chmelik, Collier County Utilities, Dir. of Engineering & Proj. Man
Kris Van Lengen, Principal Planner, Collier County Utilities
Steve Messner, Director, Collier County Water Dept.
Caroline Cilek, M.S., Senior Planner, LDC Coordinator
Jeff Wright, Director, Code Enforcement
Jay Ahmad, Director, Transportation Engineering
Rich Long, Plans Review and Inspections Manager
Ken Kovensky, Director, Operations and Regulatory Management

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:00pm

II. Approval of Agenda

Chairman Varian moved to approve the Agenda subject to the following changes:

- Removal of Item VI.A – New LDC Amendment
- Addition of Item VII.B – Update on Floodplain Management

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

III. Approval of Minutes from October 1, 2014 Meeting

Mr. Brooker moved to approve the minutes of the October 1, 2014 meeting as presented. **Second by Mr. Disney. Carried unanimously 10 - 0.**

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Code Enforcement Department update – [Jeff Wright]

Mr. Wright submitted the report “*Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 7/2009 – 10/12/14*” for information purposes.

He noted:

- Political signs are to be removed no later than 7 days after the election.
- The requirements for “Special Events” signage is being re-drafted to incorporate 2 categories of signage, one for those deemed to have an impact on tourism as defined by certain criteria and the remaining which do not fall under that category.

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

See item VI.B

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

Mr. Ahmad and Mr. Jarvi reported:

- Golden Gate Blvd. Improvements – design build process ongoing, most qualified firm has been identified as Stantec - evaluating proposals for a contract to be executed by BCC in January.
- Green Blvd. to Collier Blvd. – widening, improve lighting, signalization, etc. - low bidder Community Asphalt – contract to be reviewed at next BCC meeting.
- AUIR – to be reviewed by the Board of County Commissioners at the November 18, 2014 meeting.
- LASIP (Lely Area Stormwater Improvement Project) - County Barn Road construct canal on east side and stormwater improvements.
- White Blvd./23rd Ave – work was delayed due to dewatering issues and the Department will be addressing safety issues associated with the intersection.
- Bike Safety Workshop – The workshop was held on October 7, 2014 where the BCC recommended endorsing Statutory changes to laws addressing penalties for violation of laws protecting cyclists and requested an analysis on bike crash data so any necessary improvements to infrastructure may be undertaken to improve safety conditions.

D. County Fire Review update – [Shar Hingson and/or Shawn Hanson]

Mr. Long provided the report noting the County has hired another employee to conduct reviews of plans for conformance with Fire Codes. There are now 3 persons responsible for reviews. Staff is working on measures to reduce “redundant” reviews of plans and their related inspections.

E. North Naples Fire Review update – [Eloy Ricardo]

None

F. Growth Management Division/Planning & Regulation update – [Ken Kovensky and/or Matt Mclean]

Mr. Kovensky submitted the “*Collier County October 2014 Monthly Statistics*” which outlined recent building plan review activities. He reported the demand for plan review and related inspections continues to increase. The Department is increasing the number of personnel dedicated to “inspections.”

The Committee requested Staff to:

- 1. Consider incorporating statistics into the report on the average number of days required for Structural/Plumbing and Electrical reviews.*
- 2. Review the procedures for “permit pick up” to determine if “wait times” may be reduced.*

Mr. French updated the Committee on Operations noting:

- It has come to his attention inspections in homeowner and condominium associations require greater time allotments due to security measures required for entrance into the properties or high rise buildings.
- The entry requirements are creating a negative impact on the inspector’s daily schedule creating delays or cancellations for those appointments scheduled after these inspections.
- Staff will be identifying measures to address the problem including considering eliminating the opportunity for time certain inspections and/or assigning a dedicated team of inspection personnel to these type of sites.

The Committee expressed concern that more time than normal needs to be allotted to inspections in these locations. This condition may negatively affect the inspection schedule of other permittees who pay the same fee for the service.

They recommended Staff contact organizations such as Association’s of Community Managers, Condominium Associations or Homeowner Associations groups on the issue to determine if they may assist in developing measures to address the problem.

VI. New Business

A. New LDC Amendment [Caroline Cilek]

This item was removed from the Agenda as the item was deemed no longer necessary at this point in time.

B. Utility Standards Manual [Nathan Beals]

Tom Chmelik, Steve Messner and Kris Van Lengen presented proposed revisions to the “*Collier County Utility Standards Manual*” for information purposes. The revisions are intended to enhance safety and reliability while reducing maintenance costs for the Utility. They provided Power Point “*Collier County Utility Standards Manual DSAC- CBLA*” which outlined the changes including

updating dead end looping requirements and water design criteria, removing valve vaults from pumps stations, removing Master and Sub-master Pump Station language and replacing it with Community Pump Station language and requiring a concrete slab be installed in case future odor control systems are required for a community pump station.

Committee discussion occurred noting it may not be a prudent use of funds by either the County or the private party proposing the improvements when it is undetermined if the device may be required in the future.

Staff noted if the slab is not provided by the private party when the facilities are initially installed, the future costs associated with constructing the slab will be borne by the ratepayers.

VII. Old Business

A. Discussion regarding multiple revisions [Rich Long]

Mr. Long reported the City View portal can not process another “plan revision” if a previous revision is still in process through the system.

He noted multiple revisions may be submitted at one time as a “cluster” whereby the portal is able to process the requests accordingly. Once this “cluster” has exited the system, a new revision or cluster of revisions may be processed.

B. Floodplain Management Update [Caroline Cilek] (this item was heard after item V)

Ms. Cilek reported the Floodplain Management Committee is still in the process of reviewing the update to the Floodplain Management Plan. The Flood Risk Assessment and Vulnerability Assessment sections of the Plan have been reviewed with comments accepted by the consultant from Staff Members, Committee Members and the general public. It is anticipated the Plan will be heard by the Board of County Commissioners in February of 2015.

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

December 3, 2014 GMD Conference Room 610 – 3:00 pm
2015

January 7, 2015 GMD Conference Room 610 – 3:00 pm

February 4, 2015 GMD Conference Room 610 – 3:00 pm

March 4, 2015 GMD Conference Room 610 – 3:00 pm

April 1, 2015 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 4:20PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**

November 5, 2014



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 12/3/14, as presented X, or as amended _____.