

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

Naples, Florida, December 3, 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 Dunnavant
James E. Boughton
Clay Brooker (Excused)
Dalas Disney (Excused)
Chris Mitchell
Robert Mulhere
Mario Valle (Absent)
Stan Chrzanowski
Eleanor Taft (Excused)
Norman Gentry
Marco Espinar (Excused)
Ron Waldrop
Laura Spurgeon DeJohn

ALSO PRESENT: Jamie French, Deputy Administrator, Operations & Regulatory Man.
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
Jay Ahmad, Director, Transportation Engineering
Matt McLean, Manager, Engineering Review
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 3:04pm

II. Approval of Agenda

Mr. Mulhere moved to approve the Agenda subject to hearing item V.B under item VII.A. Second by Mr. Gentry. Carried unanimously 9 - 0.

III. Approval of Minutes from November 5, 2014 Meeting

Mr. Chrzanowski moved to approve the minutes of the November 5, 2014 meeting as presented. Second by Mr. Mulhere. Carried unanimously 9 - 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 – 7/2009 –11/23/14*” for information purposes. He noted the Tourist Development Council recommended approval of proposed changes to the Ordinance regulating temporary signage for specific events whereby a special category was developed for tourism events.

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

Mr. Beals report was provided under item VII.A.

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

Mr. Ahmad reported on the following bridge improvements for the County:

White Blvd - replace existing bridge over Cypress Canal, scheduled for 2nd quarter of 2015.

Vanderbilt Drive – 2 bridges in the Little Horse Creek area to be replaced, scheduled for 1st quarter of 2016.

Chokoloskee - next year including approach roadways and shoulders for pathway use.

White Blvd./23rd Ave. – work reinitiated scheduled for completion February 2015.

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

Ms. Hanson reported the Department is meeting its goals for review times and is hoping to link applications with the CityView system.

Mr. Boughton arrived at 3:15pm

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

Mr. Ricardo reported Shawn Hanson received the award of Fire Marshal of the Year from the Florida Fire Marshals and Inspectors Association.

The Department is experiencing a large volume of applications and working to ensure adequate levels of services are met for review times. They are working on linking the applications with County's CityView system.

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

Mr. Kovensky and Matt McLean submitted the “*Collier County Monthly Statistics November 2014*” which outlined the building and land development plan review activities. The following was noted during their report:

- November was a record month for meeting the goals for plan review times.
- Staff is still working on developing statistics on the average wait time for “permit pick up.”

Chairman Varian requested Staff to investigate the feasibility of initiating certain aspects of processing review such as impact fee review in those cases where an application is deemed incomplete for minor items such as an omission of a “Notice of Acceptance.”

Mr. French reported he will review the issue. He noted the process for an impact fee assessment is initiated in these circumstances but the applicant may be unaware of the activity as it does not register in the CityView system until the application is complete.

VI. New Business

None

VII. Old Business

A. Need Vote of Support on Utility Standards Manual

Mr. Beals reported back to the Committee on questions raised at last months review of the revisions to the Utility Standards Manual noting.

- There is standard language developed for easements including those required for pump stations.
- The requirement of installation of the slab for odor control requires the connections required for the device to be installed so there is no delay in installing the component when it has been determined it is needed.
- Requests for increased flows (gallons and/or gallons per minute) on an existing meter are granted if it is determined the meter can accommodate the proposed flows.

He requested a recommendation from the Committee on the proposed revisions.

Mr. Chrzanowski moved to recommend the Board of County Commissioners adopt the revised Utility Standards Manual as proposed. Second by Mr. Waldrop. Carried unanimously 10 – 0.

B. Update on Floodplain Management Committee

Ms. Cilek reported:

- The Floodplain Management Committee continues work on developing the updated 2015 Floodplain Management Plan.
- She noted the Committee has developed the following 5 goals for the Plan.
 1. *Reduce vulnerability and/or exposure to flood hazards in order to protect the health, safety and welfare of residents and guests.*

2. *Encourage property owners to protect their property from flood hazards through education and outreach measures.*
 3. *Reduce the vulnerability of critical facilities and infrastructure from the effects of flood hazards.*
 4. *Protect natural resources by employing watershed based approaches that balance environmental, economic and engineering considerations.*
 5. *Minimize adverse impacts to surrounding areas and watershed functions.*
- The Plan will be implemented using tools such as the Floodplain Management Ordinance, a Low Impact Design Manual, a Public Outreach Programs, and identification of projects to be constructed, etc.
 - One goal of the plan is to achieve reduction in the County's Community Rating from the National Flood Insurance Program from a Class 6 to a Class 5 without changing any of the current regulatory standards in the County. The change would decrease insurance premiums by 5 percent for those residents who utilize the Program.
 - The Plan is expected to be completed in 2015.
 - Staff will provide a summary of the proposed changes in relation to the existing plan to the Committee for information purposes.

The Committee requested future public notices for the Floodplain Management Committee meetings contain a provision that 2 or more members of the Development Services Advisory Committee may be present.

VIII. Committee Member Comments
None

IX. Adjourn
Next Meeting Dates
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 4:00PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

December 3, 2014

These Minutes were approved by the Board/Chairman on 11/7/15, as presented X, or as amended _____.