

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

Naples, Florida, January 7, 2015

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

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division  
Jamie French, Deputy Administrator  
Judy Puig, Operations Analyst, Staff Liaison  
Kris Van Lengen, Principal Planner, Collier County Utilities  
Caroline Cilek, LDC Manager  
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  
Jack McKenna, County Engineer

**I. Call to Order - Chairman**

**Chairman Varian** called the meeting to order at 3:05pm

**II. Approval of Agenda**

*Ms. Taft moved to approve the Agenda. Second by Mr. Chrzanowski. Carried unanimously 9 - 0.*

**III. Approval of Minutes from December 3, 2014 Meeting**

*Mr. Foley moved to approve the minutes of the December 3, 2014 meeting as presented. Second by Mr. Chrzanowski. Carried unanimously 9 - 0.*

**IV. Selection of Chair and Vice Chair**

*Mr. Dunnivant moved to nominate Bill Varian as Chairman of the Development Services Advisory Committee. Second by Mr. Boughton. Carried unanimously 9 - 0.*

*Mr. Chrzanowski moved to nominate Blair Foley as Vice Chairman of the Development Services Advisory Committee. Second by Mr. Brooker. Carried unanimously 9 - 0.*

*Ms. DeJohn arrived at 3:07pm*

**V. Public Speakers**

**George Hermanson, Hole Montes, Inc.** addressed the Committee on County floodplain regulation relating to requirements for compensatory storage for small projects. He expressed concern the County previously deferred the requirements for storage to the South Florida Water Management District (SFWMD) who generally applied the requirements to larger scale projects, not small scale, infill type developments.

**Mr. McKenna** reported Staff has recently been reviewing new projects to assess cumulative impacts on flood levels on a neighboring property and noted infill projects may have a negative impact on these parcels.

*Mr. Disney arrived at 3:22pm*

**Mr. Hermanson** recommended the term “negative impact” be defined as water in an adjacent/nearby home as opposed to minimal increases in flood levels on these properties.

**Emilio Robau, County Consultant** addressed the Committee noting there is an analysis underway to determine the impact of the policies.

*The Committee requested Staff to place the item on the next meeting Agenda so they may determine if any recommendations on the process are necessary.*

**VI. 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 – 12/21/14” for information purposes. He reported “anonymous” complaints are still accepted by the Department; however there is a specific process to be followed before the County determines if the complaint will be investigated.

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

**Mr. Van Lengen** reported the amended Utility Standards Manual was approved by the Board of County Commissioners on 12/9/14. In 2015 Staff will be reviewing Ordinances for any changes required for a variety of items including well site protection/regulation, easement language, tampering with devices, etc.

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

**Mr. Ahmad** reported:

- US41/Collier Blvd. Intersection –50 percent complete with total completion anticipated by the end of 2015.
- Collier Blvd. – Green Blvd. to Golden Gate - Improvements to begin in February 2015.
- White Blvd./23<sup>rd</sup> Ave. – anticipated completion - February 2015.
- Collier Blvd.- Wilson Ave to 18<sup>th</sup> Street – construction slated to begin in June, 2015.

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

**Ms. Hingson** reported the Department continues to meet the goals set forth for application review times and Staff continues the work necessary to integrate the Department into the County’s CityView portal.

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

**Mr. Ricardo** reported plan review occurs within the time frames set forth, but demand for inspections on permitted projects is increasing and placing a burden on the Department. In order to address the issue, staffing requirements are under review.

**F. Growth Management Division/Operations & Regulatory Management [Ken Kovensky] and Development Review [Matt McLean] updates**

**Mr. Kovensky** submitted the “*Collier County December 2014 Monthly Statistics*” which outlined building plan and land development review activities. He noted demand for construction inspections in December was the 2<sup>nd</sup> highest in recent years. The County is utilizing outside sources (NOVA) to meet the demand for services. The Immokalee satellite office is now open 5 days a week to increase the level of service provided to the area.

Under Committee discussion, the following was noted:

- Staff continues to work on initiating inspection results notification via email.
- Staff is working on the measures necessary to allow filing of the “*Notice of Commencement*” at the Growth Management Division.

**Mr. Long** reported as of February 1, 2015, the County will be accepting requests for time specific inspections for “concrete pours” only. The change is necessary to meet the high demand for construction inspections.

The Committee expressed concern the change will have a negative impact on a projects overall costs, especially in the “remodel” sector. In these instances, employees are not typically on the job

site given their project has been completed. An employee will need to wait on site for an extended period of time the day of the inspection, absent of any tasks to be completed for the project.

**Mr. French** reported:

- The change is necessary to meet the demand for inspections and improve the productivity of the inspectors.
- The change includes streamlining the inspector's daily schedule which can include between 30 – 40 inspections per day, per inspector.
- It is becoming difficult to locate qualified individuals to fill vacant positions and/or increase the numbers of employees assigned to an area given the upswing in the economy.
- Staff is investigating the measure which may be undertaken to assist in meeting the demand.

*Mr. French stated Staff will provide a more detailed report on the item next month and the measures they are undertaking to address the issue.*

**Mr. McLean** reported the Department will be reviewing Right of Way permitting requirements in 2015 to determine if any changes are required to the process.

*The Committee recommended statistics in reference to approved plats be incorporated into the Staff's reporting data.*

## **VII. New Business**

### **A. Impact fee discussion [Nick Casalanguida]**

**Mr. Casalanguida** provided the document "Road, Water, Sewer and Jail Impact Fee Update Comparison" as prepared by Staff to provide the Committee an overview of proposed Impact Fee Changes. He noted in a few areas fees are increasing; however the overall affect of the proposed changes is lower impact fee rates.

### **B. Water & Sewer Impact Fee Study Update [Amy Patterson]**

**Ms. Patterson** submitted the "Collier County Fiscal Year 2014 Water and Wastewater Impact Fee Study for Collier County Water and Sewer District" dated September 15, 2014 prepared by Public Management Resources Group, Inc. for consideration. She noted rates will now be based on the meter size required for projects as opposed to daily flow rates proposed. The meter sizing is determined by the requirements of the Florida Plumbing Code.

*Mr. Disney reported he does not support the concept of Impact Fees, but recognized the overall intent of Staff's recommendations is to lower the existing rates.*

*Mr. Foley moved to recommend the Board of County Commissioners approve the Water and Sewer Impact Fee revisions as proposed by Staff. Second by Mr. Valle. Carried unanimously 11 – 0.*

### **C. Transportation Impact Fee Study Updates [Amy Patterson]**

**Ms. Patterson** submitted the "Collier County Transportation Impact Fee Update Study – Draft Report" prepared by Tindale Oliver dated December 16, 2014. Staff reported rates are generally

proposed to be increased in this category, however there are decreases proposed for uses such as “bundled golf,” mom and pop retail, car washes, etc.

***Mr. Brooker moved to recommend the Board of County Commissioners approve the Transportation Impact Fee revisions as proposed by Staff. Second by Mr. Valle. Carried unanimously 11 – 0.***

**D. Correctional Facilities Impact Fee Study Update [Amy Patterson]**

*Mr. Valle reported he has a conflict of interest (Auxiliary Deputy with Collier County Sheriff's Department) and has filed Form 8B – Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers*

**Ms. Patterson** submitted the “*Collier County Correctional Facility Impact Fee Update Study – Draft Report*” prepared by Tindale Oliver dated November 24, 2014. She reported the revenue generated will be mainly utilized for equipment improvements and debt service payments, not capital projects.

***Mr. Brooker moved to recommend the Board of County Commissioners approve the Correctional Facilities Impact Fee revisions subject to a decrease in rates being proposed by Staff. Second by Mr. Dunnivant. Carried unanimously 10 – 0. Mr. Valle abstained.***

**VIII. Old Business**

**A. Update on the Floodplain Management Planning Committee [Caroline Cilek]**

**Ms. Cilek** provided the update noting a final Draft of the Floodplain Management Plan is nearing completion and will be reviewed by the Collier County Planning Commission on January 30, 2015. A copy of the Plan is available on line for review by any interested party.

Discussion occurred on the item raised by Mr. Hermanson earlier in the meeting regarding compensatory storage of flood waters.

Staff reported they have received a directive from the Administrator to defer determinations on storage requirements to the SFWMD. They cautioned there are requirements in the Land Development Code which should be reviewed to determine if any changes are necessary to ensure the County conforms to their own guidelines.

***The Committee requested Staff to prepare the presentation previously requested on the item in “laymen” terms to ensure all members with varying professional backgrounds fully understand the issue at hand.***

**IX. Committee Member Comments**

**Mr. Disney** requested an update on:

- The Land Development Code lot coverage amendment for the Golden Gate Estates area. – ***Staff reported the item is on the list for the next amendment cycle.***
- The date for implantation of the new Florida Building Code - ***Staff reported the Code goes into effect March 1, 2015.***

**X. Adjourn**

**Next Meeting Dates**

**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 4:55PM.**

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE**



\_\_\_\_\_  
**Chairman, William Varian**

These Minutes were approved by the Board/Chairman on 2/4/15, as presented \_\_\_\_\_, or as amended ~~\_\_\_\_\_~~.



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, MARIO JALLE, hereby disclose that on JAN. 7,, 20 15:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I AM AN AUXILIARY DEPUTY WITH THE COLLIER COUNTY SHERIFF'S OFFICE.

Date Filed

1/7/15

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.