

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

Naples, Florida, March 2, 2016

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 Department 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  
Robert Mulhere  
Mario Valle  
Stan Chrzanowski  
Norman Gentry  
Marco Espinar  
Ron Waldrop (Excused)  
Laura Spurgeon DeJohn  
Jeremy Sterk

ALSO PRESENT: Jamie French, Deputy Department Head  
Judy Puig, Operations Analyst, Staff Liaison  
Caroline Cilek, LDC Manager  
Danny Condomina, Code Enforcement  
Jay Ahmad, Director, Transportation Engineering  
Matt McLean, Manager, Development Review  
Rich Long, Plans Review and Inspections Manager  
Ken Kovensky, Director, Operations and Regulatory Management  
Michael Ossorio, Director, Code Enforcement  
Howard Critchfield, Floodplain Coordinator  
Gerald Kurtz, Principal Project Manager, Stormwater Planning  
Michele Mosca, Principal Planner

*Any persons in need of the verbatim record of the meeting may request a copy of the audio recording from the Collier County Growth Management Department – Contact Mr. Evy Ybaceta at 239-252-2400.*

**I. Call to Order - Chairman**

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

**II. Approval of Agenda**

*Mr. Valle moved to approve the Agenda subject to adding Item VII.B – Site Plan Deviation Process. Second by Mr. Disney. Carried unanimously 10 - 0.*

**III. Approval of Minutes from February 3, 2016 Meeting**

*Mr. Chrzanowski moved to approve the minutes of the February 3, 2016 meeting as presented. Second by Mr. Disney. Carried unanimously 10 - 0.*

**IV. Public Speakers**

None

**V. Staff Announcements/Updates**

**A. Code Enforcement Division update – [Mike Ossorio]**

**Mr. Ossorio** provided the report “*Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 7/2009 – 2/21/16*” for information purposes.

*Mr. Dunnivant arrived at 3:06pm*

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

None

**C. Growth Management Department/Transportation Engineering and/or Planning – [Jay Ahmad or designee]**

**Mr. Ahmad** reported:

- Golden Gate Blvd. – Ongoing, completion anticipated for May 2017.
- Collier Blvd. – Green Blvd. Golden Gate Blvd. – Slightly behind schedule due to weather delays, anticipated completion May 2017.
- Count Barn Road- Paving underway.
- Wing South – Last phase of LASIK project, Notice to Proceed issued.
- White Blvd. Bridge – Final design underway.

*The Committee requested Mr. Ahmad to review the stockpiling of rocks in the ditches along the Collier Blvd. project to ensure there they are not a safety hazard.*

*Mr. Gentry arrived at 3:14pm*

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

**Ms. Hanson** reported:

- The Department continues to meet a 3 day turn around for plan reviews and a 4 day turn around for inspections.

- Two new inspectors have been hired, with an additional one starting employment on March 14, 2016.

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

**Dale Fey** reported they have a 2 day turn around on inspections; fire plan reviews are on time and continue to review avenues to streamline the processes.

*Mr. Mitchell arrived at 3:19pm*

**F. Operations & Regulatory Mgmt. Division update [Ken Kovensky]**

**Mr. Kovensky** submitted the “*Collier County February 2016 Monthly Statistics*” which outlined the building plan and land development review activities. The following was noted during his report:

- Inspections are up the previous month by 24 percent (5,000) year over year (Feb. 2015 – Feb. 2016).
- The County is looking to hire more structural inspectors but it is difficult finding employees with NOVA outside services having the same issues. Given this, these inspections have been capped at 24/day per inspector.
- Staff’s request for additional employees and reassignments will be heard by the BCC on March 8, 2016.
- The Department’s request for amendments to the fee schedule as recommended by the Committee last month will be considered during the budget process.
- The Department is reviewing Staff retention rates to determine any changes necessary to stabilize employment.
- The Department experienced an “IT shutdown” last month with a productivity loss of \$35k and Staff is reviewing measures to prevent the issue from re-occurring.

**G. Development Review Division update [Matt McLean]**

**Mr. McLean** reported:

- The Department is experiencing an increase in applications.
- The Subcommittee on the Golden Gate Estates area wetlands regulations has not met yet.
- A new Staff member has been added to Transportation Review.
- The policy reducing the number of plans required for an application submittal will become effective March 7, 2016.

**Site Plan Deviation Process**

Discussion occurred on the feasibility of reviewing the Site Plan Deviation process with Staff acceptable to the idea. They noted a change in the process does not require an LDC amendment however, a change in the requirements triggering a site plan review would.

*The Committee remanded the item be remanded to the Land Development Regulation Subcommittee for consideration.*

**LDC Section 6.05.01 F - Stormwater Retention/Detention Design for Single Family Dwelling Units, Two Family Dwelling Units and Duplexes under the Water Management Requirements**

The Committee requested an update on the status of the LDC amendment to address lot area coverage for single family homes.

Staff noted it has not been included in this amendment cycle as some additional research is required by Staff.

The Committee expressed concern on the delay with the following noted during discussions:

- At Development Review Task Force meetings they discussed the reasons LDC amendments tend to get postponed and how to address the item. It was noted, at times, the BCC directs Staff to prepare amendments which take priority in the cycle.
- DSAC only has the authority to review proposed amendments, not propose them, however they could request the BCC to direct Staff to propose an amendment.

*Staff reported they will review the item for consideration in the next amendment cycle and if it is not added they will notify the Committee on the rationale for not including it.*

## VI. New Business

### A. Newly revised FEMA Elevation Certificate and Floodproofing Certificate [William Lang & Howard Critchfield]

Mr. Critchfield provided the updated “*Information Regarding the Revised FEMA Elevation Certificate and Floodproofing Certificate (2016)*” for information purposes.

*The Committee noted the effective date for the revision should be for any applications received after April 1, 2016, not permits issued after this date and concern the signature page is a stand alone page, separate from any required data.*

## VII. Old Business

### A. Reduced Discharge Rates [Jerry Kurtz]

Mr. Kurtz presented the Memo “*Reducing Peak Stormwater Discharge Rates in Additional Basins – Proposed Amendment of Ordinance 2001 – 27*” and PowerPoint for information purposes.

Emilio Robau of Robau and Associates was also present. The following was noted during their presentation:

- The first County basin discharge rates were developed 26 years ago and the County is now reducing the rates in 22 of 51 basins.
- The revised rates have been adopted by the Board of County Commissioners but will not be implemented until the Land Development Code has been amended.
- The DSAC and Collier County Planning Commission will review and provide comment on any proposed amendments developed by County Staff.
- An example of a typical 12 acre site development was presented to the Committee at a previous meeting and a cost evaluation has determined there would be an increase of approximately 1.47 percent in site development costs associated with a discharge reduction.
- The costs are primarily associated with additional fill requirements, as the cost of the materials involved in the infrastructure such as piping, catch basins, etc. would remain the same given they would not need to be enlarged.

*Mr. Chrzanowski left the meeting at 4:21pm*

*Mr. Mulhere left the meeting at 4:30pm*

The following concerns were expressed by the Committee:

- The new requirements will reduce the available area for developable land on an existing site.

- The requirements will be more burdensome on smaller parcels and at times could even lead to a property not being able to be used for the same use as today.
- The minimal decrease in rates may not provide a large enough benefit in enhancing the water quality of the area to justify the changes - *Staff reported the benefits include ensuring the canal system can function and handle additional future development, improving water quality, improved levels of service for flood protection, reduction of freshwater flows to estuaries, and gaining consistency in Environmental Resource Permitting (ERP) through SFWMD and the County.*
- A determination has already been made by the BCC to decrease the rates, so any input by the DSAC may be irrelevant – *Staff reported the DSAC's role will be to review criteria of any amendments to the Land Development Code which may offset increased costs associated with the changes. One example is allowing a parking lot to be designed with different storm levels depending on if it is located on the exterior or interior to the site.*

Staff reported the amendments are expected to take between 12 – 15 months and they will return to the Committee with updates as they become available.

**B. Site Plan Deviation Process**

Discussed under item V.G.

**VIII. Committee Member Comments**

None

**IX. Adjourn**

**Next Meeting Dates**

**April 6, 2016 GMD Conference Room 610 – 3:00 pm**

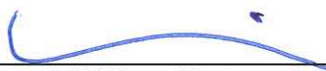
**May 4, 2016 GMD Conference Room 610 – 3:00 pm**

**June 1, 2016 GMD Conference Room 610 – 3:00 pm**

**July 6, 2016 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 4:50PM.**

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE**

  
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**Chairman, William Varian**

These Minutes were approved by the Board/Chairman on 4/6/16, as presented X, or as amended \_\_\_\_\_.