

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

Naples, Florida, April 6, 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
David Dunnavant
James E. Boughton
Clay Brooker
Dalas Disney
Chris Mitchell (Excused)
Robert Mulhere (Excused)
Mario Valle
Stan Chrzanowski (Excused)
Norman Gentry
Marco Espinar (Excused)
Ron Waldrop
Laura Spurgeon DeJohn (Excused)
Jeremy Sterk

ALSO PRESENT: Jamie French, Deputy Department Head
Judy Puig, Operations Analyst, Staff Liaison
Nathan Beals, Project Manager, Public Utilities
Caroline Cilek, LDC Manager
Michael Ossorio, Director, Code Enforcement
Jay Ahmad, Director, Transportation Engineering
Rich Long, Plans Review and Inspections Manager
Ken Kovensky, Director, Operations and Regulatory Management
Amy Patterson, Capital Project Planning, Impact Fees and Program Management
Chris Scott, Planning Manager

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 3:05pm

II. Approval of Agenda

Mr. Dunnivant moved to approve the Agenda. Second by Mr. Disney. Carried unanimously 8 - 0.

III. Approval of Minutes from March 2, 2016 Meeting

Mr. Brooker moved to approve the minutes of the March 2, 2016 meeting as presented. Second by Mr. Disney. Carried unanimously 8 - 0.

IV. Public Speakers

None

Mr. Gentry arrived at 3:09pm

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Michael Ossorio]

Mr. Ossorio provided the report “*Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 7/2009 – 3/20/16*” for information purposes.

He noted:

- Staff has returned to an 8 hour daily work schedule (previously 4 day, 10 hour shifts).
- Staff participated in community cleanups.
- Requests for “lien searches” have increased substantially over the past year.

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

Nathan Beals reported he is leaving the County for a position in Lee County and the Members thanked him for his assistance over the past years.

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

Mr. Ahmad reported:

- Green Blvd. to Golden Gate – work ongoing, concrete quality issue with bridge on Green Blvd.
- Golden Gate Blvd. – permit modifications underway for drainage.
- Immokalee Road/Collier Blvd. – Quality Construction awarded the project.

Mr. Valle arrived at 3:14pm

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

Ms. Hingson reported there are 13 Staff persons employed and the Department is providing a 3 – 4 day turnaround for plan reviews. Two workshops were held this month on Discretionary Authority for Inspectors and Technical Specifications of systems.

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

None

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

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

- Applications for permits were up 20 percent in March with an increase of 8 percent year over year.
- Permit issued decreased in March by 10 percent over February.
- The new Staff positions proposed were approved by the Board of County Commissioners (BCC) and the 4 positions for Senior Inspector have been filled.
- Inspection requests were up 6 percent in March, 30 percent year over year.
- The County anticipates the new space to be leased by the Division will be available for occupancy in mid May.
- The Fiscal Year 2017 budget is being prepared with BCC workshops scheduled for June.

The Committee noted it may be prudent to analyze the areas where permit activity is increasing year over year to determine any changes that may be required to ensure service remains at an acceptable level.

Re Roofs Affidavits

Jonathon Walsh, Building Official reported changes in the Florida Building Code on re-roof requirements have led to changes in the affidavits (when necessary) the County requires for the activity.

G. Development Review Division update [Matt McLean]

Chris Scott, Planning Manager reported application review is at a high level but Staff is meeting the turn around times with electronic plan review ongoing. It has been determined at times, the electronic plans submitted do not match the hard copies and an affidavit is now required from the applicant certifying the plans submitted are identical.

VI. New Business

A. Provide recommendation for the 2015 LDC Amendment Cycle [Caroline Cilek]

Ms. Cilek presented the following 2015 Land Development Code Amendments for consideration.

LDC sections 2.03.03 & Other Sections Correcting Cross-References, Conflicts, and Scrivener’s Errors

Description: This amendment proposes to correct various scrivener errors, incorrect or missing cross references, removes a duplicate permitted use in C-5 Zoning District and addresses overlapping definitions.

LDC sections 3.02.10 & 5.04.06 Updating NAVD/NGVD submittal requirements

Description: This amendment proposes to replace outdated references to the National Geodetic Vertical Datum of 1929 (NGVD) with references to the North American Vertical Datum of 1988 (NAVD).

LDC sections 3.05.04 & 3.05.07 Preserve Signage Requirements

Description: This amendment proposes to amend when protective barriers for preserves are to be

installed and to clarify when and where permanent preserve signs are required.

LDC section 3.05.07 Identification of Preserves

Description: This amendment proposes to clarify that preserves are to be identified at the time of first development order that requires the approval of a site plan or conceptual site plan.

LDC section 4.05.10 Required Parking for Residential Central Mail Delivery Locations (A new LDC section)

Description: This amendment proposes a new section for minimum design standards for the placement of centralized neighborhood cluster mail box units. Design standards include requiring off-street parking, handicap accessibility, etc.

LDC sections 5.04.05 & 5.04.06 Temporary Markets on Private Property

Description: This amendment proposes a new provision for temporary market events, such as farmers markets, art fairs, and craft fairs, to the special events section and addresses standards for temporary signs.

LDC sections 5.05.12 & Other Sections Amendments to Site Design Standards for Public Utilities

Description: This amendment proposes to clarify, amend, and relocate specific provisions related to development standards for Public Utility Ancillary Systems.

LDC sections 6.06.03 & 10.02.11 Submittal of Streetlight Plans

Description: This amendment proposes the requirement for submitting streetlight plans is changed to an “engineer” rather than an “electrical engineer.”

LDC section 9.04.04 Specific Requirements for Minor After-the-Fact Encroachment

Description: This amendment proposes to address conflicts with the criteria in the administrative minor- after- the fact encroachment provisions.

LDC section 10.02.03 Requirements for Site Development, Site Improvement Plans and Amendments thereof

Description: This amendment proposes to expand the Site Development Plan – Insubstantial Change (SDPI) process to include architectural modifications to existing buildings.

Code of Laws Section 2-1156 Planning Commission Powers and Duties

Description: This amendment proposes to update the powers and duties of the planning commission to be consistent with current practices for Preliminary Subdivision Plats.

She noted the Land Development Review Subcommittee reviewed the proposals and the changes recommended were incorporated in the amendments.

Mr. Brooker moved to recommend the Board of County Commissioners adopt the Cycle II Land Development Code Amendments as presented by Staff. Second by Mr. Foley. Carried unanimously 10 – 0.

B. Road and Jail Impact Fee Indexing [Amy Patterson]

Ms. Patterson presented the “2016 Indexing Calculations – Final Draft Report March 28, 2016” and “Road and Jail R\FY15 Impact Fee Indexing Comparison” for review. She noted the report proposes an increase in Road Impact Fees (3.7%) and Jail fees (3%) and requested the Committee provide a recommendation to the Board of County Commissioners.

Mr. Brooker moved to accept the Road and Jail 2016 Indexing Calculations Final Report dated March 28, 2016 and recommend the Board of County Commissioners adopt the proposed rate structure.

Without a second the motion was not considered.

Mr. Brooker moved to accept the Road and Jail 2016 Indexing Calculations Final Report dated March 28, 2016. Second by Mr. Gentry. Motion carried 7 “yes” – 2 “no. Mr. Disney and Mr. Dunnivant voted “no.” Mr. Valle abstained.

Mr. Brooker moved to recommend the Board of County Commissioners not increase the proposed impact fees for jails and roads. Second by Mr. Disney. Carried unanimously 9 – 0. Mr. Valle abstained.

VII. Old Business

A. Provide an update on the current LDC Amendment Cycle and update on future LDC Amendment 6.05.01 F Stormwater Retention/Detention Design for Single Family Dwelling Units [Caroline Cilek]

Ms. Cilek reported on the following activities:

Wetland Review Subcommittee

The Subcommittee is investigating a process whereby the County would request “informal wetlands determinations” for those parties developing single family lots. Staff is investigating the concept and will return to the full DSAC when a proposal has been generated.

LDC Section 6.05.01 – Stormwater Retention for Single Family Homes

Staff is analyzing application data over a period of time to determine the most advantageous means of proposing changes to ensure they don’t become more onerous. A proposal will be submitted to the DSAC Land Development Review Subcommittee for review before being forwarded to the main Committee for consideration. Any proposed amendments are anticipated to be completed by the end of 2016.

LDC Section 5.05.08 – Architectural Standards

Ms. Cilek reported review of the proposed amendment continues by the Architectural Standards Ad Hoc Review Committee and the Collier County Planning Commission.

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

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

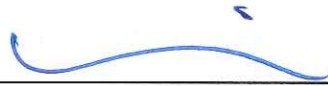
August 3, 2016 GMD Conference Room 610 – 3:00 pm

September 7, 2016 GMD Conference Room 610 – 3:00 pm

April 6, 2016

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:12PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 5/4/16, as presented X, or as amended _____.