

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

Naples, Florida, May 4, 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 (Excused)
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
Mike Sawyer, Transportation Planning
Craig Pajer, Public Utilities
Caroline Cilek, LDC Manager
Michael Ossorio, Director, Code Enforcement
Matt McLean, Manager, Development Review
Rich Long, Plans Review and Inspections Manager
Ken Kovensky, Director, Operations and Regulatory Management
Paula Fleishman, Impact Fee Coordinator

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. Disney moved to approve the Agenda subject to the following changes:

- Addition of Item V.H – Impact Fee Subcommittee
- Hearing Item VI.B – Before item VI.A

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

III. Approval of Minutes from April 6, 2016 Meeting

Mr. Foley moved to approve the minutes of the April 6, 2016 meeting as presented. Second by Mr. Valle. Carried unanimously 10 - 0.

IV. Public Speakers

None

Mr. Dunnivant arrived at 3:04pm

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 – 3/22/15*” for information purposes. He noted the Division participated in a community cleanup in anticipation of the US Pickleball Championships held at East Naples Community Park.

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

Mr. Pajer reported Staff will be reviewing the Collier County Utility Standards Manual for changes and the Subcommittee will be convened to assist in the endeavor. The review is anticipated to begin in July.

Mr. Mitchell arrived at 3:08pm

Mr. Gentry arrived at 3:10pm

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

Mr. Sawyer reported:

- TIGER Grants- (Transportation Investment Generating Economic Recovery) are being sought for Collier Blvd. widening Green Blvd. to Golden Gate Main canal; to design and construct 2 new bridges at 16th St. NE and 47th Ave. NE in Golden Gate Estates and pedestrian mobility in Immokalee.
- Three studies underway Randall Blvd., County 305 (City Gate), Vanderbilt Beach Extension.

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

Ms. Hingson reported there is currently a 2 day review time for plans. One Staff person has been added to review plans with an additional position under advertisement. The request for permits related to inspections has increased.

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

Dale Fey, reported there is currently a 7 day review time for plans. In April 647 permits were issued and there is currently a 2 day turnaround for inspection requests.

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

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

- A year by year comparison of the permits issued by type will be added to future reports.
- Issuance of new construction permits increased in April from March.
- Inspections decreased from April to March, but increased year over year by approximately 3,500.
- The building the Department is leasing will be occupied on July 1, and will house Staff from Transportation Planning, Coastal Zone Management, Stormwater Planning and Pollution control.
- Electronic plan review will be live on June 10, 2016.
- Staff implemented changes in the cashiering section to improve customer service.

Mr. Foley recommended a Subcommittee undertake an evaluation in conjunction with Staff on identifying future service needs for the Department.

Mr. French welcomed the concept but suggested it may be more appropriate for a work group to be formed comprised of members of Staff, DSAC, CBIA and other stakeholders.

The item will be placed on the next meeting Agenda.

Mr. French reported the County is developing an Invitation to Bid for a consultant’s evaluation of the fee schedule. There is currently adequate funding to operate the Department; however the County wants to ensure the fees are in accordance with current market standards.

Committee discussion occurred questioning the necessity given there are currently adequate funding levels and the analysis could provide a recommendation the fee structure be increased.

Mr. French noted in some instances, a reducing of a fee may be required and there is no intent to increase fees at this time. The item will be returned to the Committee for review and he will continue to provide updates as they become available.

G. Development Review Division update [Matt McLean]

Mr. McLean reported electronic plan review is scheduled to go live in June and an additional plan reviewer has been added to Staff. The Division is also seeking another Environmental Specialist who will be responsible for informal wetland determinations, bringing the total to 2 qualified individuals on Staff.

H. Impact Fee Subcommittee

Ms. Fleishman requested a Subcommittee be formed to review Impact Fee Rates for public facilities such as the library system, law enforcement, etc.

The Committee assigned Mario Valle, Robert Mulhere and Clay Brooker to the Subcommittee.

VI. New Business

B. Provide recommendation for the 2015 LDC Amendment Cycle 2 (Batch 2) [Caroline Cilek]
Ms. Cilek provided a Memo to the Development Services Advisory Committee dated April 27, 2016 – “Re: DSAC Read-ahead’s for Wednesday, April 6, 2016” and “2016 LDC Amendments – Cycle 2 Summary Sheet with Advisory Board and Board Recommendations” for information purposes. She noted the following amendments are under consideration:

LDC SECTION(S): 2.03.01 Agricultural Zoning Districts 2.03.02 Residential Zoning Districts
2.03.03 Commercial Zoning Districts 5.05.14 Public Schools (a new LDC section).

CHANGE: The amendment proposes that charter schools, a form of public school, are reviewed by the County prior to opening for certain compatibility considerations, such as locating within residential zoning districts and potential transportation impacts.

LDC SECTION(S): 2.03.07 Overlay Zoning Districts:

CHANGE: This amendment proposes to amend the conditional and prohibited uses within the Immokalee Main Street Overlay (MSOSD). First, to apply the current prohibited commercial uses identified in the MSOSD to only properties with frontage on Main Street in between First Street and Ninth Street (Light Blue - Dotted area on Figure 1). Secondly, to allow the current prohibited uses identified in the MSOSD to become conditional uses for properties with frontage on North First Street, South First Street, and North Ninth Street (Yellow-Highlighted areas on Figure 1).

LDC SECTION(S): 2.03.07 Overlay Zoning Districts 4.02.33 Specific Design Standards for the Immokalee -- Mobile Home Park Overlay Subdistrict 10.02.05 Construction, Approval, and Acceptance of Required Improvements.

CHANGE: To provide a new application and approval process for nonconforming mobile homes sites in Immokalee to be considered a permitted use and lawful. The new application, described as an “existing conditions site improvement plan” will provide property owners of the mobile homes the ability to replace mobile home units with an approved building permit. The new unit will be required to meet current Florida Building Code requirements and all other local building construction standards.

She noted a new fee of \$750 will be added to the fee schedule for the Existing Conditions Site Improvement Plan.

LDC SECTION(S): 3.05.07 Preservation Standards

CHANGE: This amendment proposes to change the long-term land and land management payment amounts from a percentage of average land purchase in the County to a fixed payment amount. It is proposed the payment amounts are adopted by the Board by resolution in the Collier County Growth Management Department Fee Schedule. The provision provides direction to the Conservation Collier program to conduct a reevaluation of the payment amounts every three years and to have the reevaluation and approval by the Board. Considerations in determining the amount include the current and prospective costs of land management and county staffing to conduct the land management.

Committee Discussion occurred noting the Conservation Collier Land Acquisition Advisory Committee (CLAAC) met after the Development Services Advisory Subcommittee developed its recommendation. The CLAAC revised their previous recommendation and it was not reviewed by the Subcommittee.

Ms. Cilek reported the revision did not alter the recommendation made by the Subcommittee and both recommendations as follows will be provided to the BCC:

DSAC – Land Cost/Donation = \$36,500/acre, Land Management Endowment = \$13,200, Total for monetary payment in lieu of land donation = rounded to \$50,000.

CLAAC – Land Donation Cost = \$50,000/acre, Land Management Endowment = \$36,500/acre – Total for monetary payment in lieu of land donation = \$86,500).

Included in the report provided to the BCC will be DSAC's basis for the determination.

LDC SECTION(S): 2.03.03 Commercial Zoning Districts 5.05.04 Group Housing.

CHANGE: To grant relief to conventional zoning districts by allowing floor area ratios (FAR) above 0.45 and up to 0.60 to be approved as a conditional use for group housing units, such as care units, assisted living units, continuing care facilities, nursing homes, and dwelling units that are part of an aging-in-place or a continuing care retirement community environment. The conditional use will be added where group housing is currently permitted a conventional zoning district.

LDC SECTION(S): 6.02.06 Potable Water Facility Level of Service Requirements 6.02.07 Sanitary Sewer Facility Level of Service Requirements.

CHANGE: To remove outdated standards in LDC sections 6.02.06 and 6.02.07 regarding potable water and sanitary sewer-wastewater treatment facility level of service requirements. The standards are inconsistent with the current potable water and sanitary sewer-wastewater treatment provisions established in the Growth Management Plan (GMP) - Capital Improvement Element (CIE). It is proposed a cross reference to the level of service standards in the Growth Management Plan GMP - CIE is provided in LDC sections 6.02.06 and 6.02.07.

Mr. Foley moved to approve the "2016 LDC Amendments – Cycle 2 Summary Sheet with Advisory Board and Board Recommendations" as presented and fee structure as discussed. Second by Mr. Brooker.

Committee discussion occurred noting the motions should include a recommendation on the proposed amendments, not the Summary Sheet.

Mr. Foley amended the motion to recommend the Board of County Commissioners adopt the proposed Land Development Code Amendments as recommended by the DSAC Land Development Review Subcommittee presented above by Staff. Second by Mr. Brooker. Carried unanimously 13 – 0.

Mr. Mulhere moved to recommend the Board of County Commissioners approve the fee structure as presented by Staff (\$750.00 for nonconforming mobile homes sites in Immokalee and \$50,000/acre for monetary donation payment amount for LDC section 3.05.07 H.1.f.iii.a). Second by Mr. Foley. Motion carried 12 "yes" – 1 "no." Mr. Espinar voted "no."

Mr. Brooker left at 4:00pm

A. Re-roof permits [Jonathon Walsh]

Inspection Codes

Mr. Long provided a copy of the revised inspection requirements noting some sections have been expanded to include more detailed categories (i.e. Structural, Mechanical and Pool Inspections). The new requirements will not apply to existing permits.

Mr. Walsh provided the following forms for information purposes.

- Bulletin #8: Roof Permits
- Re-Roof Mitigation Package
- Re-roofing Affidavit
- Hurricane Mitigation Affidavit
- Contractor Acknowledgement

He provided an overview of the forms intended to clarify the requirements for re-roof permits.

Mr. Disney expressed concern on the “*Contractor Acknowledgement*” form which requires the strengthening of connections of roofs to roof framing members and roof to wall connections in certain wind load conditions. It allows a contractor to certify the requirements in the section “will be performed” and it would be prudent for a qualified engineer to provide a certification.

VII. Old Business

None

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

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

October 5, 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 4:17PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

May 4, 2016

These Minutes were approved by the Board/Chairman on 6/1/16, as presented X, or as amended _____.