

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

Naples, Florida, March 1, 2017

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 Dunnivant
James E. Boughton
Clay Brooker
Brad Schiffer
Chris Mitchell
Robert Mulhere (Excused)
Mario Valle (Excused)
Stan Chrzanowski
Norman Gentry (Excused)
Marco Espinar
Ron Waldrop
Laura Spurgeon DeJohn (Excused)
Jeremy Sterk

ALSO PRESENT: Jamie French, Deputy Department Head
Judy Puig, Operations Analyst, Staff Liaison
Lorraine Lantz, Project Manager, Transportation Planning
Eric Fey, Sr. Project Manager, Public Utilities
Jack McKenna, County Engineer
Mike Ossorio, Director, Code Enforcement Division
Matt McLean, Director, Development Review
Ken Kovensky, Director, Operations and Regulatory Management
Amy Patterson, Director, Capital Project Planning

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. Foley moved to approve the Agenda. Second by Schiffer. Carried unanimously 9 - 0.

III. Approval of Minutes from January 4, 2017 and February 1, 2017 Meeting

Mr. Brooker moved to approve the minutes of the January 4, 2017 meeting as presented. Second by Mr. Schiffer. Carried unanimously 9 - 0.

Mr. Foley moved to approve the minutes of the February 1, 2017 meeting as presented. Second by Mr. Schiffer. Carried unanimously 9 - 0.

Ron Waldrop arrived @ 3:04 pm

David Dunnivant arrived @ 3:05 pm

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Mike Ossorio]

Mr. Ossorio provided the “Code Enforcement Division Monthly Report January 22, – February 21, 2017 Highlights” for information purposes. He noted:

- The Division has engaged a weekend person to patrol for illegal signs.
- A Task Force is being established to address the potential sale of puppies at “garage sales,” an activity not permitted in the County.
- Golden Gate City area was the subject of a “commercial vehicle sweep.”
- Two percent of code enforcement cases require a hearing at the Code Enforcement Board or the Special Magistrate.
- Any lien foreclosures undertaken by the County are for those properties deemed a Health, Safety and Welfare issue.

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

Mr. Fey reported Staff continues to work on changes to the utility conveyance process and Orange Tree Utility was officially “taken over” by the County today.

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

Ms. Lantz reported:

- Vanderbilt Drive - 3 projects are underway simultaneously (Bridges, Pathways and Utility work). The signal timing at the intersection of Wiggins Pass Road and US41 was adjusted to alleviate traffic concerns in the area.

- A “Corridor Study” for Oil Well Road will be initiating on March 22, 2017 via a public meeting at the IFAS Center.

The Committee recommended Transportation Operations review the timing of the signals at the intersection of 111th Ave N and US41 to ensure they are operating as intended given the construction in the area is impacting the traffic flow.

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

Ms. Hingson reported educational classes were recently held for those in the industry and building and site plan review remain at an acceptable turn around time.

E. North Naples Fire Review update – [Dale Fey]

Mr. Fey reported in February:

- 415 building plan reviews were conducted with an average turn around time of 6 days.
- 34 site plan reviews were conducted with an average turn around time of 4 days.
- Inspections timing is currently at 1 to 2 days.
- Measures are being taken to shift the responsibility for administering “fire only” permit applications to the organization.

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

Mr. Kovensky submitted the “Collier County February 2017 Monthly Statistics” which outlined the building plan and land development review activities. The following was noted during his report:

- There was a 12 -13 percent increase in permit applications month over month, and a slight increase year over year.
- The number of single family home permits issued was at the same rate month over month, however, commercial and multi-family decreased by 4 -5 percent.
- Inspection requests decreased by 5 percent month over month.
- The fee study is ongoing with the first draft from the consultant expected in mid March. Right of Way permits are included in the review.
- The County will be holding training sessions from March 20 -30 for those interested in electronic permitting. One area to be addressed is to ensure the instructions are clear to those using the system. The rate of usage of the portal is 30 percent of overall permitting activity.
- The County continues to address staffing levels given the recent vacancies created by 6 employees.

G. Development Review Division update [Matt McLean]

Mr. McLean reported:

- The level of activity remains high and NOVA is utilized for inspections if necessary.
- The County has initiated the “Informal Wetlands Determination” process.

Discussion occurred on the County’s requirements for land clearing, removal of dead trees, etc. including any regulations for areas damaged by fire. Staff noted no permits are required to manually remove exotics from your property and you can mechanically clear up to one acre of vegetation under the auspices of your building permit.

Staff will review the requirements for removing dead trees including those trees damaged by fire and report back to the Committee.

VI. New Business

Note: These items were continued from the 2/1/2017 DSAC meeting:

A. School and Parks Impact Fees Indexing [Amy Patterson]

Ms. Patterson presented the documents “*Collier County 2017 Indexing Calculations for Parks and Recreation, Schools, Correctional Facilities and Transportation Impact Fees – Draft Report January 25, 2017*” for consideration. She noted:

- The fees are reviewed in entirety every 3 years with “indexing” occurring annually.
- The composite fee increases for the items being heard today is 3.36 percent for single family homes.
- If other means to fund construction of capital improvements are utilized when new facilities are developed, i.e. TDC funds or Grants for Parks and Recreation venues, the impact fee amounts are offset by the rate of the alternate funding.
- The total increases for including all categories across the board are: Single family residential = 4.97%; Condominium and attached residential = 3.78%; Office = 3.2%; Retail = 6.32%; Industrial = 6.92%.
- The item is scheduled to be heard by the Board of County Commissioners on March 14, 2017.

The Committee requested a representative from the Parks and Recreation Division provide an update on any studies underway on the number of pickleball courts required for the County given the rising popularity of the sport.

The Committee determined two motions should be entertained, one to endorse the rationale used to develop the fees, and another to recommend whether the fees should be increased in 2017.

Mr. Foley moved to approve the study and Methodology for the 5 categories considered today (Parks, Roads, Emergency Management Services, Correctional Facilities and Schools). Second by Mr. Schiffer. Carried unanimously 11 – 0.

Mr. Foley moved to recommend the Board of County Commissioners not approve the rate increases proposed in the annual indexing of impact fees. Second by Mr. Brooker. Carried unanimously 11 – 0.

B. Water and Wastewater Impact Fee Update Study [Amy Patterson]

Ms. Patterson presented the document “*Appendix B Existing Water and Waste Water Impact Fee Ordinance*” for information purposes.

Mr. Mitchell reported the Subcommittee reviewed the proposed changes and there are no substantial increases that affect the overall rate of the fees. They recommended approval of the proposed changes.

Mr. Mitchell moved to recommend the Board of County Commissioners approve the proposed Water & Sewer Impact Fees Indexing as proposed by Staff. Second by Mr. Dunnivant. Motion carried 10 “yes” – 1 “no.” Mr. Espinar voted “no.”

VII. Old Business

None

VIII. Committee Member Comments

The Committee discussed the recent Land Development Code Amendment reviewed regarding proposed increases in the land management endowment for Conservation Collier lands. It was noted the program's land acquisition activity may be reinstated with ample funds available for the endeavor.

IX. Adjourn

Next Meeting Dates

April 5, 2017 GMD Conference Room 610 – 3:00 pm

May 3, 2017 GMD Conference Room 610 – 3:00 pm

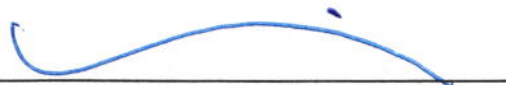
June 7, 2017 GMD Conference Room 610 – 3:00 pm

July 5, 2017 GMD Conference Room 610 – 3:00 pm

August 2, 2017 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 4:05PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 4/5/17, as presented X, or as amended _____.