

MINUTES OF THE COLLIER COUNTY  
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida, December 6, 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 Dunnavant

James E. Boughton (Excused)

Clay Brooker

Brad Schiffer (Excused)

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  
Jeremy Frantz, LDC Manager  
Mike Ossorio, Director, Code Enforcement Division  
Jon Walsh, Chief Building Inspector  
Matt McLean, Director, Development Review  
Ken Kovensky, Director, Operations and Regulatory Management  
Mike Bosi, Zoning Division Director  
Eric Fey, Public Utilities  
Lorraine Lantz, Transportation 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.*

**I. Call to Order - Chairman**

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

**II. Approval of Agenda**

*Mr. Mulhere moved to approve the Agenda. Second by Mr. Dunnivant. Carried unanimously 9 – 0.*

**III. Approval of Minutes from November 1, 2017 Meeting**

*Mr. Valle moved to approve the minutes of the November 1, 2017 meeting as presented. Second by Mr. Mulhere. Carried unanimously 9 - 0.*

*Mr. Brooker arrived at 3:02pm.*

**IV. DSAC Position Vacancy Review & Vote**

**1. Re-appoint Clay Brooker Category: Attorney**

*Mr. Valle moved to recommend the Board of County Commissioners appoint Clay Brooker to the Development Services Advisory Committee. Second by Mr. Foley. Carried unanimously 10 – 0.*

**2. Re-appoint Chris Mitchell Category: Engineer**

*Mr. Valle moved to recommend the Board of County Commissioners appoint Chris Mitchell to the Development Services Advisory Committee. Second by Mr. Mulhere. Carried unanimously 10 – 0.*

**3. Re-appoint James Boughton Category: Architect**

*Mr. Mulhere moved to recommend the Board of County Commissioners appoint James Boughton to the Development Services Advisory Committee. Second by Mr. Foley. Carried unanimously 10 – 0.*

*Mr. Gentry arrived at 3:04pm.*

**VIII. Old Business (this item was heard after Item IV.)**

**A. Emergency Fee Schedule [Jamie French] (this item was heard after item IV.)**

**Mr. French** presented the Executive Summary “Recommendations to approve targeted reductions in the Collier County Growth Management Department Services Fee Schedule related to application and plan review fees in the event of a Board of County Commissioners – declared disaster” dated December 6, 2017 for consideration. He noted:

- The Board of County Commissioners requested Staff to develop a policy for reducing building fee applications for residential building repairs during times of emergency events.
- Staff developed a draft of the policy and met with the Subcommittee who provided input on the proposal.
- Based on the input, Staff finalized the draft and the policy would include future emergency events.

*Mr. Mulhere moved to recommend the Board of County Commissioners approve targeted reductions in the Collier County Growth Management Department Services Fee Schedule related*

*to application and plan review fees in the event of a Board of County Commissioners – declared disaster. Second by Mr. Valle. Carried unanimously 11 – 0.*

**V. Public Speakers**

None

**VI. Staff Announcements/Updates**

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

Mr. Ossorio provided the report “Code Enforcement Division Monthly Report October 22, – November 21, 2017 Highlights” for information purposes. He noted Staff continues community outreach activities including events such as toy or food drives at St. Mathews, Salvation Army, meet and greets, etc. and has been participating in training courses for hurricane events.

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

Mr. Fey reported:

- The final day for curbside collection of debris related to Hurricane Irma will be December 15<sup>th</sup> at which time residents will be required to begin utilizing regular curbside debris disposal in accordance with County policy.
- On December 22<sup>nd</sup>, the County’s public “drop off” locations for debris will close.
- The estimate of debris removed as a result of the storm is currently 4.2M cubic yards.
- The County’s acquisition of Golden Gate City’s FGUA (Florida Governmental Utility Facility) is slated for March 1, 2018.
- The Utilities Subcommittee discussion group will meet on December 19<sup>th</sup> at 3:00pm.

*Ms. Spurgeon DeJohn arrived at 3:14pm.*

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

Ms. Lantz provided a PowerPoint “Pine Ridge Corridor Congestion Study” which outlined options for improvements to the Pine Ridge Road, Livingston Road, I-75 interchange corridor area. She noted:

- The concepts under consideration for improvements at the intersection of Livingston Road and Pine Ridge Road include an overpass, jug handle or continuous flow traffic operation.
- A “Divergent Diamond” layout is under consideration for the I-75 interchange area.
- The goal would be to reduce conflict points and enhance public safety with the work including improvements for bicyclists and pedestrians.
- The extension of Whooperwill Lane to Livingston Road is also under consideration and the County will be seeking input from the public on the proposals.
- The final decisions for the improvements will also factor in right of way constraints and cost/benefit of the various concepts.

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

Ms. Hingson reported site plan reviews are at a 2 day turn around and building plan review is at a 3 day turn around. Continuing education classes are scheduled for 12/18/17; 1/9/18; 2/6/18 and 4/17/18.

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

Mr. Fey reported in November plan reviews were completed at an average of 7 day turn around and inspections are currently conducted in a 1 – 2 day timeframe.

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

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

- November 2017 generated 4,700 permit applications and the County is attempting to identify those related to storm damage.
- Electronic permitting now accounts for 45 percent of applications.
- Inspections averaged 877/day in November 2017.
- The Florida Building Code changes will require the County to close down their internet portal beginning on 12/29/17 at 5:00pm so Staff may address any changes required to the platform.
- The County is implementing a new credit card security system on December 15<sup>th</sup>.

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

Mr. McLean reported the task force which reviews internal processes and levels of services will be meeting in 2018. The participants will include Staff, representatives of the Collier Building Industry Association, consultants, etc.

**VII. New Business**

**A. DSAC recommendation for 2017/2018 LDC Amendments [Jeremy Frantz]**

Mr. Frantz presented the Memorandum “DSAC Recommendation for 2017/2018 LDC Amendments” dated November 29, 2017 for consideration. The Memorandum included the proposed amendments and an analysis on the rationale for the changes. He noted they were reviewed by the DSAC Land Development Review Subcommittee who provided input on the proposals and recommended the proposed amendments be adopted per their discussions.

Mr. Brooker, Chairman of the Subcommittee reported the changes mainly consist of clarifications and updates to the existing Land Development Code.

*Mr. Brooker moved to recommend the Board of County Commissioners adopt the amendment proposed to Section 4.02.06 (PL20160003642) which adds an exemption to standards for development in airport zones. Second by Mr. Foley. Carried unanimously 11 – 0. Mr. Mulhere abstained.*

*Mr. Brooker moved to recommend the Board of County Commissioners adopt the following Land Development Code amendments:*

- Section 2.03.08: Modifications to the RFMUD and Rural Fringe Areas Map.
- Section 2.03.08 & 3.05.07: Modifications to the provisions of the NBMO.
- Section 4.02.14: Modifications to the Big Cypress ACSC and 5 zoning maps.
- Section 6.01.05: Requiring soil erosion and sediment control Best Management Practices for 1&2-family, townhouses, and underground utility construction.
- Section 4.03.04: Clarifying Procedures for Lot Line Adj. and Lot Splits.
- Section 10.01.02: Clarifying criteria for EWAs.
- Section 10.02.13 & 10.03.06: Clarifying PDI approval process.

- *Section 2.03.07, 4.02.01, 4.02.03, 4.02.04 & 4.02.06: Clarifying dimensional standards for accessory buildings and structures.*
- *Section 10.02.09: Removing limits on texts amendments to the LDC.*
- *Section 9.04.04: Establishing an exception from an Administrative Variance for Minor After-the-Fact Encroachments.*
- *Section 2.03.03 & 2.03.04: Establishing martial arts, gymnastics, and dance as permitted uses in C-3 zoning district.*
- *Section 1.08.02 & 9.03.03: Re-codifying definition for “nonconforming lot of record.”*

**Second by Mr. Mulhere. Carried unanimously 12 – 0.**

## VIII. Old Business

### B. LDC amendment to preservation standards and Conservation Collier land donations [Jeremy Frantz]

Mr. Frantz presented the Memorandum “LDC amendment to preservation standards and Conservation Collier land donations” dated November 29, 2017 for information purposes. He noted the proposed amendment was pulled from the Board of County Commissioner’s December 12, 2017 Consent Agenda and will be reviewed as a discussion item. Staff will be making a presentation which will include recommendations on the proposed amendment developed by the various advisory boards including the DSAC.

Committee discussion occurred on whether any further recommendations should be provided to the BCC.

***The Committee determined no further recommendations are required, however requested Staff to relay the concern the final contents of the proposed amendment are far beyond the original scope of proposed amendment which was to ensure adequate funds remained into perpetuity for maintaining lands held in the Conservation Collier program.***

Mr. Foley left at 4:00pm

### C. Chapter 1 Amendments for the new 6th Edition [Jon Walsh]

Mr. Walsh provided a draft of the amended County ordinance intended to address changes to the Florida Building Code effective December 31, 2017. The changes are intended to provide clarifications and updates to the existing ordinance and Staff will be allowed to close out any permit that has been “open” for greater than 10 years as long as it is not deemed a life safety issue.

***The Committee recommended the language for the 10 year “close out” allowance ensure the permit in question may not be “fire related” and reference any fire codes as necessary.***

Mr. Walsh reported he would be returning with the draft for additional comments at a future meeting.

## IX. Committee Member Comments

*The Committee determined to cancel the regularly scheduled January 2018 meeting.*

## X. Adjourn

**Next Meeting Dates**

December 6, 2017

**January 3, 2018 GMD conference Room 610 – 3:00 pm (Cancelled)**

**February 7, 2018 GMD conference Room 610 – 3:00 pm**

**March 7, 2018 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 4:21PM.**

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE**

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

These Minutes were approved by the Board/Chairman on 2/7/18, as presented X, or as amended \_\_\_\_\_.