

February 6, 2019

**MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING
Naples, Florida, February 6, 2019**

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
Chris Mitchell
Robert Mulhere
Mario Valle
Norman Gentry
Marco Espinar (Excused)
Laura Spurgeon DeJohn
Jeremy Sterk
Jeff Curl
John English
Mark McLean

ALSO PRESENT: Jamie French, Deputy Department Head
Judy Puig, Operations Analyst, Staff Liaison
Eric Fey, Sr. Project Manager, Public Utilities
Jeremy Frantz, LDC Manager
Mike Ossorio, Director, Code Enforcement Division
Matt McLean, Director, Development Review
Rich Long, Director, Plans Review and Inspections
Ken Kovensky, Director, Operations and Regulatory Management
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 3:00 p.m.

II. Approval of Agenda

Mr. Foley moved to approve the Agenda. Second by Mr. Valle. Carried unanimously 13 - 0.

III. Approval of Minutes from December 5, 2018 Meeting

Mr. Dunnivant moved to approve the minutes of the December 5, 2018 meeting as presented. Second by Mr. Curl. Carried unanimously 13 - 0.

IV. Approval of DSAC/Subcommittee minutes from January 3, 2019 (Only committee members Clay Brooker, Robert Mulhere, Chris Mitchell and Laura DeJohn are to vote on this)

Mr. Mulhere moved to approve the minutes of the January 3, 2019 meeting as presented. Second by Mr. Mitchell. Carried unanimously 4 - 0.

V. Welcome new members: Mark McLean, Architect and John English, Civil Engineer

Mr. McLean and Mr. English were welcomed to the Committee.

VI. Selection of Chair and Vice Chair

Mr. Foley moved to appoint William Varian as Chairman of the Development Services Advisory Committee. Second by Mr. Mulhere. Carried unanimously 12 - 0. Mr. Varian abstained.

Mr. Mulhere moved to appoint Blair Foley as Vice Chairman of the Development Services Advisory Committee. Second by Mr. Curl. Carried unanimously 12 - 0. Mr. Foley abstained.

VII. Public Speakers

None

VIII. Staff Announcements/Updates

A. Code Enforcement Division update – [Mike Ossorio]

Mr. Ossorio provided the report “Code Enforcement Division Monthly Report December 22, – January 21, 2019 Highlights” for informational purposes. He noted:

- That the mapping of vacant lots in the Bayshore CRA and Naples Park continues.
- The new fuel pump ordinance went into effect on January 4th and it sets standards for protection of pumps against skimmers.
- Community cleanups continue.

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

Mr. Fey submitted the monthly report on response time for “Letters of Availability, Utility Deviations and FDEP Permits” for informational purposes. He provided an overview of the responses and noted a new workflow for deviations is being implemented.

The Committee requested he provide the Staff liaison with a copy of the consultants study on the recommendations for the new fire flow rates.

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

Ms. Lantz provided an update on the Whippoorwill Lane improvements noting:

- That the project proposes a connection to Livingston Road and includes narrowing the traveled lanes, installation of medians, a traffic signal a sidewalk and roundabout, enhancements to landscaping, etc.
- Emergency services and the school transportation department provided input on the design.
- Only one sidewalk is proposed as the neighborhoods were not in favor of the improvement being installed behind the homes.
- The proposal is slated to be heard by the Board of County Commissioners in March with construction in 2020.

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

Ms. Beddow reported that turnaround times are as follows: Building Plan review –3 days; Site Plan reviews – 2 days; Inspections 1-2 days. The Department’s web site is being upgraded and the Legislature did approve measures to address PTSD for firefighters and other health concerns. Inspectors are now issuing electronic approvals for inspections as opposed to the previous policy of paper copies on site.

E. North Naples Fire Review update – [Capt. Sean Lintz and Daniel Zunzunegui]

Captain Lintz and Mr. Zunsuneguil reported that turnaround times are as follows: Building Plan review – 7 days; Site Plan reviews 5 days; Inspections – 1 day. The Department’s new 5 year strategic plan is available on the website.

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

Mr. Kovensky submitted the “*Collier County December 2018 and January 2019 Monthly Statistics*” which outlined the building plan and land development review activities. The following was noted during his report:

- That the electronic submittal of the permit applications is now at 47 percent and Irma related permits at 15 percent.
- The dedicated call center is operational and manned by 4 employees.
- Staffing concerns continue to be addressed including consideration of adding additional full time employees mid year to ensure adequate levels of service are met – *Staff will provide an update at the next meeting.*
- The new integrated CityView credit card payment system is anticipated to be operational in 30 – 60 days.
- Delays experienced with the website have been addressed including implementing a CAPTCHA recognition platform.

G. Development Review Division update [Matt McLean]

Mr. McLean reported:

- That 3,000 lots were platted in 2018 compared to an average of 2,000 over the past 3 years.
- Two new quick guides have been developed for inspections and stormwater.
- Staff has been participating in presentations to Homeowner Associations on their preserve management plans in relation to fuel loads and wildfires.
- Utility acceptance workshops have been held with interested parties in the private sector.
- Staff will review the requirements for Bald Eagle monitoring in regards to development applications.

IX. New Business

A. LDC Amendments and Public Notice Signage [Jeremy Frantz]

Mr. Frantz presented a Memorandum dated January 25, 2019 on the proposed changes to the Public Sign Notices. He noted that the goal is for the signage to be easier to read and the change will be implemented through the Administrative Code which is currently being updated.

The Committee recommended Staff consider:

- Incorporating a web link or QR code so a person may access the information on the proposed project to limit the potential for phone calls to Staff.
- Identifying the sign is in relation to “Collier County” development applications.

Mr. Frantz presented 5 proposed Land Development Code amendments for consideration noting the DSAC-LDR Subcommittee reviewed the proposals:

LDC Sections 4.02.01 & 5.03.07 - Permanent Emergency Generators

The amendment addresses the placement and location of residential permanent emergency generators for single-family and two-family dwelling units.

Subcommittee Members reported they recommended changes which have been incorporated into the most recent draft, and industry representatives are in favor of the proposal.

Mr. Mulhere moved to recommend the Board of County Commissioners adopt the proposed amendment (LDC Sections 4.02.01 & 5.03.07) as presented by Staff. Second by Mr. Foley. Carried unanimously 13 – 0.

LDC Section 4.02.08 - Outdoor Residential Lighting

The amendment establishes standards for new outdoor lighting associated with single family and two-family dwelling units, and duplexes. These standards are intended to prevent high-intensity outdoor lighting from negatively impacting neighboring residential properties.

Speaker

Kathy Curatolo, CBIA noted that the proposed amendment was requested by the BCC due to one citizen complaint and expressed concern on the ramifications of a County wide Land Development Code requirement for single-family homes. It is unclear how the amendment would be enforced given the wide-ranging fixtures impacted and there appears to be no allowance for motion sensor activated lights.

Ms. Spurgeon-DeJohn left the meeting at 4:25 p.m.

Committee discussion occurred with the Members noting:

- That the requirements may be difficult to enforce and the amendment appears to be addressing a minimal number of complaints annually.
- Building coach and driveway pole lights potentially illuminate onto a neighbors property which may violate the requirements.
- The requirement of 60 watts is potentially too low given many exterior aesthetic lights utilize this or a greater intensity.
- A homeowner should be allowed to utilize a certain amount of security lighting which may violate the proposed amendment.

Mr. Dunnivant moved to recommend the Board of County Commissioners not adopt the proposed amendments (LDC Section 4.02.08 - Outdoor Residential Lighting) as currently drafted. The Committee would reconsider the amendment if changes were made to address directional lighting and wattage requirements. There is a concern the proposal has been brought forth to address a minimal number of citizen complaints annually. Second by Mr. Mulhere. Carried unanimously 12 – 0.

LDC Sections 4.06.02 & 4.06.05 - Revised Commercial Landscaping

The revised amendment places new restrictions when replacing or removing required landscaping trees at commercial shopping centers. The purpose and intent of the amendment is to maintain existing mature canopy trees at shopping centers and their value to the surrounding neighborhood.

The Committee noted the amendment was brought forth due to a few instances of shopping centers re-landscaping to address security and safety issues and expressed concern on the proposed amendment at previous DSAC and DSAC-LDR meetings.

Mr. Brooker moved to recommend the Board of County Commissioners not adopt the proposed amendment (LDC Sections 4.06.02 & 4.06.05 - Revised Commercial Landscaping) however, if the BCC chooses to adopt the amendment, it be subject to eliminating the option for a large-scale removal or replacement of required trees in the VUA and Type D Buffer on any approved plan within a 10-year period and allowing bald cypress and slash pine to be utilized in the buffer area. Second by Mr. Valle. Carried unanimously 12 – 0.

LDC Sections 2.01.03, 2.03.08 & 2.03.09 - Communication Towers

The amendment adds communication towers as a conditional use in the Rural Fringe Mixed Use District (RFMUD) Sending Lands and the Conservation (CON) Zoning Districts as an essential service.

See action below.

LDC Sections 5.05.05, 5.06.00 & 5.06.06 - Gas Station Signs

The amendment modifies the current standards related to ground signs for facilities with fuel pumps in accordance with Section 553.79(20)(a)2 of the Florida Statutes and in coordination with local stakeholders.

Mr. Mulhere moved to recommend the Board of County Commissioners adopt the proposed amendments (LDC Sections 2.01.03, 2.03.08 & 2.03.09 - Communication Towers and LDC Sections 5.05.05, 5.06.00 & 5.06.06 - Gas Station Signs) as presented by Staff. Second by Mr. Foley. Carried unanimously 12 – 0.

- X. **Old Business**
None
- XI. **Committee Member Comments**
None
- XII. **Adjourn**
Next Meeting Dates

March 6, 2019 GMD Conference Room 610 – 3:00 p.m.

April 3, 2019 GMD Conference Room 610 – 3:00 p.m.

May 1, 2019 GMD Conference Room 610 – 3:00 p.m.

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:45 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 3/6/19
as presented X, or as amended _____.