

April 3, 2019

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

Naples, Florida, April 3, 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

Clay Brooker

Chris Mitchell

Robert Mulhere

Mario Valle

Norman Gentry

Marco Espinar

Laura Spurgeon DeJohn

Jeremy Sterk

Jeff Curl

John English

Mark McLean (Excused)

ALSO PRESENT: Jamie French, Deputy Department Head

Judy Puig, Operations Analyst, Staff Liaison

Eric Fey, Sr. Project Manager, Public Utilities

Mike Ossorio, Director, Code Enforcement Division

Jay Ahmad, Director, Transportation Engineering

Matt McLean, Director, Development Review

Rich Long, Director, Plans Review and Inspections

Claudine Auclair, Manager, Business Center

Ken Kovensky, Director, Operations and Regulatory Management

Mike Bosi, Zoning Division Director

Chad Ward, Pollution Control

Ellen Summers, Senior Planner

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. Mulhere moved to approve the Agenda. Second by Mr. Espinar. Carried unanimously 10 - 0.

III. Approval of Minutes from March 6, 2019 Meeting

Mr. Mulhere moved to approve the minutes of the March 6, 2019 meeting as presented. Second by Mr. Boughton. Carried unanimously 10 - 0.

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Mike Ossorio]

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

- The County held a clean up sweep in Trail Ridge.
- The new ordinance to protect the public from gas station “skimmers” is in effect.
- The Board of County Commissioners directed staff to enforce the prohibition of short-term rentals (6 months or less) in certain residential zones. The County is also monitoring State legislative initiatives (i.e. Senate Bill 987).
- The County is reviewing requirements for inspection of towers including extending the standards from 4 to 5 years.

Mr. Dunnivant, Mr. Foley and Mr. Curl arrived at 3:20 p.m.

Ms. Spurgeon-DeJohn arrived at 3:21 p.m.

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 information purposes. He noted:

- Changes are underway on the website including updating templates, etc.
- The Utility Standards update has begun.
- Staff is correcting errors on the approval of certain products by instituting global deviations in the standards.
- Measures are underway to restart the review of the Utility Conveyance process.
- A vendor has been engaged for modeling and maintenance of wastewater flows.
- The Board of County Commissioners removed the fire flow fee however there is still a \$3.00 charge to domestic users.

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

Mr. Ahmad reported on the following projects:

- White Blvd Bridge project complete.
- Golden Gate Blvd. from 20th St to east of Everglades Blvd. is under construction.

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- Design is underway for updating 11 bridges east of State Road 29 with construction slated to begin in phases starting in 2020.
- Vanderbilt Beach Road Extension for 2 lanes in each direction is anticipated to begin construction in 2021.
- Work is underway on the acceleration lane on Pine Ridge Road east of Logan Blvd.

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

None

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

Mr. Zunzunegui reported turnaround times are as follows: Building Plan review – 5 days; Site Plan reviews – 5 days; Inspections – 1 day. The District was named 2018 Fire Training Center of the Year and a new Fire Chief (Eloy Ricardo) will begin work on April 19th.

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

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

- 4,400 permits were applied for in March, the largest number since October.
- The month yielded 23,000 inspections.
- Electronic permitting is at 49 percent and training classes were held for those interested in the platform.
- The credit card payment platform is ready to launch.
- Preparation of the FY2020 budget is underway and staff continues to monitor staffing to ensure proper levels of services.
- Staff also is monitoring turn around times for applications and related reviews.

G. Development Review Division update [Matt McLean]

Mr. McLean reported:

- Staffing issues continue to be addressed by the Division.
- The Land Development Code requires those proposing “lot splits” to incorporate a shared access into the application.
- Staff is aware of the global deviations allowed by the Utility Division and maintains a file on any allowed equipment.

VI. New Business

A. Permitting appointment for submittal of paper permit [Claudine Auclair]

Ms. Auclair reported:

- An applicant can schedule an appointment for submitting paper permits however there is an allowed time for the length of the meeting which will be enforced. No appointments are taken between 11:00 a.m. and 1:00 p.m.
- The building permit application is being revised for provision of additional FEMA information in an effort to avoid preliminary rejections of applications. The new form will be effective June 1, 2019.
- Staff is reviewing the legal aspects of allowing electronic signatures on applications and will provide an update at a future meeting.

B. LDC Amendments [Jeremy Frantz]

LDC SECTIONS TO BE AMENDED 2.03.07 Overlay Zoning Districts, 4.02.06 Standards for Development in Airport Zones, Appendix D Airport Zoning.

Ms. Summers presented the proposed amendment noting the Land Development Regulation Subcommittee recommended the amendment be adopted.

Mr. Mulhere moved to recommend the Board of County Commissioners adopt the proposed amendment. Second by Mr. Curl. Carried unanimously 14 – 0.

Mr. Dunnivant left the meeting at 3:50 p.m.

Mr. Foley left the meeting at 3:55 p.m.

C. Potential Arsenic Impacts in Fill Dirt [Chard Ward]

Mr. Ward presented the PowerPoint “*Potential Arsenic Impacts in Fill Dirt*” for information purposes highlighting:

- A 2018 Pollution Control complaint was initiated where backfill containing arsenic was delivered to a site and the impacted soil had to be removed.
- The FDEP requires sampling for projects receive state-funds however the recipient is responsible for confirming the soil is contaminant free.
- There are no sampling requirements for private projects however the County does require site evaluations during the application stage where a use may have previously subjected the property to hazardous materials (gas stations, agriculture, etc.).
- He brought the item forth so those in the industry are aware of the requirements as remediating the issue can be extremely costly and time consuming.

VII. Old Business

None

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

May 1, 2019 GMD conference Room 610 – 3:00 pm

June 5, 2019 GMD conference Room 610 – 3:00 pm

July 3, 2019 GMD conference Room 610 – 3:00 pm

August 7, 2019 GMD conference Room 610 – 3:00 pm

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There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:05 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 5/1/19, as presented ✓, or as amended _____.