

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida, June 5, 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 (Excused)
Chris Mitchell
Robert Mulhere
Mario Valle (Excused)
Norman Gentry
Marco Espinar (Excused)
Laura Spurgeon DeJohn (Excused)
Jeremy Sterk
Jeff Curl
John English (Excused)
Mark McLean

ALSO PRESENT:

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
Ken Kovensky, Director, Operations and Regulatory Management
Amy Patterson, Capital Project Planning, Impact Fees & Program Management
Robert Moore, Architect, Residential Plans Reviewer
Joe Bellone, Director, Operations Support Division

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. Dunnivant moved to approve the Agenda. Second by Mr. Curl. Carried unanimously 10 - 0.

III. Approval of Minutes from May 1, 2019 Meeting

Mr. Mulhere moved to approve the minutes of the May 1, 2019 meeting as presented. Second by Mr. Curl. Carried unanimously 10 - 0.

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Mike Ossorio]

Mr. Ossorio provided the “Code Enforcement Division Monthly Report April 22, – May 21, 2019 Highlights” report for informational purposes noting:

- That cleanups were held in the area of East Naples School and Golden Gate City.
- The Board of County Commissioners directed Staff to enforce County Ordinance requirements for noise, parking, trash, etc. for short term vacation rentals.
- A ride along was held with Commissioner Taylor in the Bayshore area.
- The Division is coordinating with the Immokalee Jail Center for trash pickup.

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 noted:

- That response times for requests are currently at a below average rate.
- A Utility Standards Internal Coordination meeting will be held on June 24th and any changes developed will be brought before the DSAC for review.
- Information on Florida Sunshine utility location will be included in next month’s packet for informational purposes.

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

Mr. Ahmad reported the following:

- Golden Gate Blvd. – Design Build Phase 2 - widening the roadway from two to four lanes from west of 20th Street to east of Everglades Boulevard, construction of a bridge over Miller Canal to the Faka Union Canal with drainage improvements.
- Vanderbilt Beach Road Ext. – Public meeting held on May 22nd, widening to 6 lanes from Collier Blvd. to Wilson Blvd, 4 lanes from Wilson Blvd. to 16th St. NE; initially 4 lanes and 2 lanes to be constructed respectively with construction slated for January 2020.
- Airport Road/Davis Blvd. – right turn lane improvements.
- Pine Ridge Road/Logan Blvd. – acceleration lane improvements.

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

None

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

Mr. Zunzunegui reported that turnaround times are as follows: Building Plan review – 616 plans at 6 days; Site Plan reviews – 46 at 4 days; Inspections – 1 to 2 days.

Capt. Lintz reported that a workshop was held for Fire Alarm 61G plan reviews and the information has been posted on the Department’s website.

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

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

- That 5,000 permit applications in May with inspections at a rate of over 24,000.
- Electronic permitting submittal at 54 percent with 11 percent of all permit applications related to Hurricane Irma.
- That at their 5/28 meeting, the BCC approved Staff’s request for additional employees and changes to the fee schedule (effective 10/1/19).
- The process to implement credit card payments continues.
- Staff has developed brochures titled “*Public Portal*” and “*Inspections*” to help educate those interested parties in the community on the subject matter.

G. Development Review Division update [Matt McLean]

Mr. McLean reported:

- That utility and site acceptance requests may be processed simultaneously.
- That Series 800 inspections may occur individually or all at one time.
- That exotics clearing may be undertaken mechanically if a permit is obtained.
- The Division continues to take measures to address staffing levels.
- The volume of subdivision permit applications has leveled off but remains at a high rate.

New Business

A. Florida Product approval NOA Index Sheet [Rich Long]

Mr. Long and Mr. Moore provided the documents “*How to Submit FL Product Approvals & Miami-Dade NOAs Index Sheet*” and a sample “*Florida Product Approval/Miami-Dade NOA – Index Sheet*” for informational purposes. They noted that the process for product approval remains the same, however, staff has developed new index sheets to streamline the process in an attempt to reduce the potential for rejections.

B. Establishment of Impact Fee Subcommittee [Amy Patterson]

Ms. Patterson and Mr. Bellone addressed the Committee on the following:

- That a request to appoint members to a subcommittee to review proposed changes in the Impact Fee schedule. The review is anticipated to commence in August and it would be beneficial to obtain input on the rates from a subcommittee.
- That their recommendations on the annual price indexes for government buildings, law enforcement, libraries and EMS not be implemented at this time given the upcoming rate study and are looking for endorsement of the proposal.

The Committee appointed Mr. Foley, Mr. Mulhere, Mr. Valle and Mr. Brooker to the Subcommittee.

Mr. Mulhere moved to accept the report presented by Staff and the recommendation to forego any price index increases at this time as a restudy of the rates is pending. Second by Mr. Mitchell. Carried unanimously 10 – 0.

Ms. Patterson reported that consideration is being given to increasing the rate review timeframe from 3 – 5 years (except for water and sewer) given the costs and logistics associated with undertaking the study. There would still be an opportunity to address the rates in times of economic fluctuations or other emergency situations.

VI. Old Business
None

VII. Committee Member Comments

- A. Discuss the July 3rd meeting (schedule or cancel)**
The Committee agreed to cancel the July 3, 2019 meeting.


VIII. Adjourn

Next Meeting Dates

- August 7, 2019 GMD Conference Room 610 – 3:00 p.m.
- September 4, 2019 GMD Conference Room 610 – 3:00 p.m.
- October 2, 2019 GMD Conference Room 610 – 3:00 p.m.
- November 6, 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 3:55 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



 Chairman, William Varian

These Minutes were approved by the Board/Chairman on 8/7/19,
 as presented , or as amended _____.