

June 18, 2019

**MINUTES OF THE COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE LAND DEVELOPMENT REVIEW
SUBCOMMITTEE**

Naples, Florida, June 18, 2019

**LET IT BE REMEMBERED, the Collier County Development Services Advisory
Committee – Land Development Review Subcommittee in and for the County of Collier,
having conducted business herein, met on this date at 2:00 PM in a REGULAR
SESSION at the Growth Management Department Building, Room 609/610 2800 N.
Horseshoe Drive, Naples, FL with the following persons present:**

**Chairman: Clay Brooker
Blair Foley (Excused)
Robert Mulhere
Jeff Curl**

ALSO PRESENT:

**Jeremy Frantz, LDC Manager
Ellen Summers, Senior Planner
Richard Henderlong, Principal Planner
Eric Johnson, Principal Planner
Jack McKenna, County Engineer**

1. *Section 5.05.08 F.7.d.i - reference "Architectural features" as opposed to walls and windows.*
2. *Section 5.05.11 J - The requirements be applied to lights visible from a public right-of-way or adjacent single-family residential districts.*
3. *That color changes of lights be permitted if they occur over a longer term or specified timeline.*
4. *That the amendment be applied to new permit applications only.*
5. *Change the language in 5.05.11 J to reference "equipment," rather than "car wash equipment."*

Second by Mr. Mulhere. Carried unanimously 3 – 0.

5. Conclude Review of Administrative Code Amendments

a. Changes to Previously Reviewed Chapters 2 – 4

2019 Administrative Code Update – Changes to Previously Reviewed Chapters

Chapter 4 H. - Sign Permit – Additional Requirements for Wall Signs - Clarify the language for the site plan requirements for the location of the signs.

Chapter 4 I.2. – Site Development Plan – Application Contents – Concern licensed landscape architects are not allowed to design and submit lighting plans - *Staff reported the language in the Land Development Code would need to be amended before it may be incorporated into the Administrative Code.*

Mr. Mulhere moved for the Development Services Advisory Committee to recommend that the Board of County Commissioners approve the proposed changes as presented and further recommends that staff pursue a Land Development Code amendment to broaden those parties allowed to design and submit lighting plans as provided in the Florida Statute.

Second by Mr. Curl. Carried unanimously 3 – 0.

b. Changes to Chapters 6 – 14

Discussion occurred on the feasibility of Staff building flexibility into the Sections to allow changes in acronyms, web site links and Statutory references without invoking the process to amend the Code - *Staff reported that acronyms and web site links would be acceptable, however expressed concern over altering statutory references outside of the normal amendment process.*

Mr. Mulhere moved for the Development Services Advisory Committee to recommend that the Board of County Commissioners approve the proposed changes as presented by staff, and subject to staff revising the language to provide flexibility in future changes in the document for web site links and acronyms. Second by Mr. Curl. Carried unanimously 3 – 0.

c. LDC Amendments related to Administrative Code Changes

i. SRA Applications

The amendment facilitates the creation of a new Administrative Code Section for Stewardship Receiving Area (SRA) petitions, by adding procedural requirements to the Administrative Code. There are no substantive changes intended as a part of this amendment.

LDC Section to be Amended: 4.08.07 SRA Designation

Section 4.08.07 E.3 - Discussion occurred with the Subcommittee expressing concern on removing the timelines for the application being deemed sufficient for review and recommended it remain included in the LDC.

Mr. Mulhere moved for the Development Services Advisory Committee to recommend the Board of County Commissioners approve the proposed amendment as presented by Staff subject to referencing the language for the application's timeframe should remain in the Land Development Code. Second by Mr. Curl. Carried unanimously 3 – 0.

ii. Nominal Application Process

The amendment codifies the Nominal Application Process (NAP), a more streamlined review of limited, minor changes to approved SDPs and SIPs, or to sites without an existing SDP or SIP.

LDC Sections to be Amended: 10.02.03 Requirements for Site Development, Site Improvement Plans and Amendments thereof

Section 10.02.03 G.3.b.ii - The Subcommittee noted it would be beneficial to reference landscaping requirements.

Mr. Mulhere moved for the Development Services Advisory Committee to recommend that the Board of County Commissioners approve the proposed amendment as presented, subject to staff clarifying the language in Section 10.02.03 G.3.b.ii for generators to reference landscape buffer requirements. Second by Mr. Curl. Carried unanimously 3 – 0.

iii. Public Notice

The amendment clarifies the method of public notice for several petition types that require a public hearing.

LDC Section to be Amended: 10.03.06 Public Notice and Required Hearings for Land Use Petitions

Section 10.03.06 E.2.b - The Subcommittee recommended Staff clarify the language.

Mr. Curl moved for the Development Services Advisory Committee to recommend the Board of County Commissioners approve the proposed amendment as presented by Staff subject to clarifying the language in Section 10.03.06 E.2.b. Second by Mr. Mulhere. Carried unanimously 3 – 0.

5. Public comments

None

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 - LAND DEVELOPMENT
REVIEW SUBCOMMITTEE**

Clay

These Minutes were approved by the Committee on August 7, 2019,
as presented x, or as amended _____.