

March 19, 2019

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

Naples, Florida, March 19, 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  
Robert Mulhere  
Jeff Curl

ALSO PRESENT: Jeremy Frantz, LDC Manager  
Ellen Summers, Senior Planner  
Richard Henderlong, Principal Planner  
Eric Johnson, Principal 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 Division – Planning and Regulation building at 239-252-2400.*

**1. Call to order**

**Mr. Brooker** called the meeting to order 2:00 p.m.

**2. Approve agenda**

*Mr. Curl moved to approve the Agenda. Second by Mr. Foley. Carried unanimously 3 – 0.*

**3. Approve meeting minutes**

**a. December 18, 2018**

*Mr. Curl moved to approve the minutes of the December 18, 2018 meeting as presented. Second by Mr. Foley. Carried unanimously 3 – 0.*

**4. Previously Reviewed Amendments:**

**a. Separation Requirements for Self-Storage Buildings on U.S. 41**

LDC SECTIONS TO BE AMENDED: 1.08.02 Definitions 2.03.03 Commercial Zoning Districts 5.05.16 Self-Storage Buildings Facilities - (New Section) 10.03.06 Public Notice and Required Hearings for Land Use Petitions

The proposed amendment represents the implementation of the Board’s direction to study the proliferation of self storage facilities on U.S. 41, between the intersection of Palm Street/Commercial Drive and Price Street/Triangle Boulevard. It requires a separation of 1,320 feet between new and existing self-storage buildings. A distance waiver may be approved if an adequate supply of neighborhood goods and services are available within a quarter-mile radius of a new facility.

**Mr. Johnson** presented the proposed amendment noting the Subcommittee previously recommended approval of the proposal however it has been revised after staff review and input from the County Attorney’s office. He provided a detailed overview of the changes and fielded brief questions from the subcommittee who expressed concern on the quarter mile radius proposed for property owner notifications as it would be the greatest distance required in any Section of the Land Development Code. Other concerns included ensuring those applications in the queue are not subject to the new regulation should it be adopted before they are approved.

*Mr. Curl moved for the Development Services Advisory Committee to recommend the Board of County Commissioners approve the proposed amendments as presented by Staff subject to the following changes:*

1. 10.03.06 Z.2.b – revise language from “...within the quarter mile (1,320) square foot radius...” to “...within the **500 foot** radius...”
2. Section 5.05.16 B – revise language in lines 6 – 7 to read ***“This Section shall not apply to self storage buildings which a SDP has been approved or a SDP application has been filed as the effective date of this Section.”***

3. Section 10.05.16 D.1.A – revise language to read “Within a quarter mile (1,320) foot radius of the proposed self storage building, *as measured from the property lines*, there are property that...”
4. Section 10.05.16 D.1.A Section 10.05.16 D.1.Z – Title to read “*Waiver for Separation of Self Storage Buildings, pursuant to LDC Section 5.05.16.*”

**Mr. Curl amended the motion to include the above changes and add the following change:**

1. Administrative Code – Chapter 6 L.6.4<sup>th</sup> bullet point last line from “...median widths, for a 1,320 foot distance from the subject parcel” to “...median widths, within *a quarter mile radius* from the subject parcel.”

**Second by Mr. Foley. Carried unanimously 3 – 0.**

## **5. New LDC/Admin Code Amendments**

### **a. Directional Sign Setback Reduction**

LDC SECTIONS TO BE AMENDED: 5.06.02 Development Standards for Signs within Residential Districts Street System Requirements

The proposed amendment reduces the required setback for directional signs where abutting rights-of-way in residential areas of Planned Unit Developments (PUD’s).

Certain required elements of PUD master plans may be waived when the petitioner demonstrates there is no detrimental affect on the health, safety, and welfare of the community. The waiving of the elements, known as deviations, is provided for pursuant to Section 10.02.13 A.3.of the Land Development Code (LDC).

**Mr. Frantz** presented the proposed amendment with the subcommittee requesting clarification on the different category of signs subject to the proposed amendment with staff noting they are generally “*wayfinders*” for slower traveling vehicles. The Committee queried if consideration should be given to allowing the reduction on public roads in PUD’s.

**Mr. Foley moved for Staff to research the signs and provide photographic examples when the item is considered by the full Committee. Second by Mr. Curl. Carried unanimously 3 – 0.**

### **b. Comparable Use Determination**

LDC SECTIONS TO BE AMENDED: 2.03.00 Zoning Districts; Permitted Uses, Accessory Uses, and Conditional Uses 10.02.06 Requirements for Permits 10.03.06 Public Notice and Required Hearings for Land Use Petitions

The proposed amendment clarifies the procedures and approval process for Comparable Use Determinations. Currently, when an applicant submits an application for a Zoning Verification Letter - Comparable Use Determination, staff reviews the application, makes a determination on the compatibility of the proposed use and drafts the Zoning Verification Letter (ZVL). The ZVL and backup materials will be brought before the Office of the Hearing Examiner or the Board of Zoning Appeals (BZA) for affirmation.

**Ms. Summers** presented the proposed amendment.

The Subcommittee discussed the proposed amendment and the feasibility of allowing the comparable use process to be utilized for accessory and conditional uses in addition to the list of permitted uses in conventional zoning districts.

*Staff reported they would review the request and determine any changes necessary and return the item to the Subcommittee for consideration at a future meeting.*

**c. Chapter 4 of the Administrative Code**

**Ms. Summers** presented the “2019 Administrative Code Updates – Chapter 4” for consideration. She noted the changes are generally clarifications and non substantial revisions. The Committee reviewed the Chapter including seeking clarification on the type of roof plan required to be submitted (conceptual for screening of apparatus or an actual structural design of the roof). Additionally, the standards for those allowed to submit Lighting Plans under the Section.

Staff reported the requirements for the Lighting Plan design is in accordance with language found in the Land Development Code which would most likely be required to be amended before it could be changed in the Administrative Code.

*Staff reported they will review the language including Section 4.A.3 in relation to “Roof Plan” requirements and “Lighting Plan” submittals and return the item to the Subcommittee for consideration at a future meeting.*

**d. Chapter 5 of the Administrative Code 6. Explore Regulatory**

**Ms. Summers** presented the “2019 Administrative Code Updates – Chapter 5” for consideration reporting the changes were clarifications and non-substantial updates of the language.

*Mr. Curl moved for the Development Services Advisory Committee to recommend the Board of County Commissioners adopt the proposed updates as presented by Staff. Second by Mr. Foley. Carried unanimously 3 – 0.*

*Mr. Curl left the meeting at 3:10 p.m.*

*Mr. Mulhere arrived at 3:12 p.m.*

**6. Explore Regulatory Relief for Affordable Housing Land Use Applications (Cormac Giblin)**

**Mr. Giblin** reported:

- He appeared in front of the Development Services Advisory Committee who remanded the item to the subcommittee.
- The BCC has engaged in improving opportunities for affordable housing and in conjunction with studies, 3 main objectives have been identified as a means to facilitate affordable housing.
- The objectives include increasing densities for the use, reducing uncertainty and providing funding mechanisms.
- The County has taken measures to allow increased densities and the new sales tax will provide funds for County acquisition of lands for provision of affordable housing.
- The reduction of uncertainty involves costs and design requirements associated with the development.
- He is working with Advisory Boards and stakeholders to develop recommendations for the BCC to consider.

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- Feedback from stakeholders centers around the cost of development and the return on investment for providing the housing.
- Concepts already discussed are reductions in sidewalk and roadway widths and right of ways, allowing use of temporary generators for sewage lift station instead of permanent installations, etc.

The Committee noted one concern may be reducing infrastructure features while increasing densities in the same areas given the demand which may be placed on improvements such as sidewalks and roadways.

During discussion, the items brought forth for consideration included:

- ◇ Reducing landscape buffers from 20 feet to 10 feet.
- ◇ Minimizing requirements for curbing and bumper stops.
- ◇ Easing requirements for storm water management systems for sloping.
- ◇ Investigating the feasibility of developing requirements to facilitate conversion of vacant commercial properties to residential uses given the ongoing changes in the retail marketplace.

**Mr. Giblin** reported he will begin developing recommendations and will seek input from other parties and stakeholders and return the item to the DSAC in late summer. He requested any member of DSAC who is interested in the process to submit comments so he may review them.

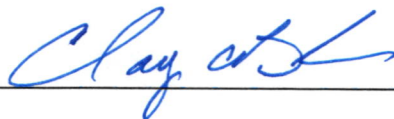
**7. Public comments**

None

**8. Adjournment**

**There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 3:40 P.M.**

**COLLIER COUNTY DEVELOPMENT SERVICES  
ADVISORY COMMITTEE - LAND DEVELOPMENT  
REVIEW SUBCOMMITTEE**

  
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These Minutes were approved by the Committee on MAY 1, 2019, as presented x, or as amended \_\_\_\_\_.