

MINUTES OF THE COLLIER COUNTY DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

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

ALSO PRESENT: Jamie French, Deputy Department Head
Judy Puig, Operations Analyst, Staff Liaison
Trinity Scott, Manager, Transportation Planning
Eric Fey, Sr. Project Manager, Public Utilities
Jeremy Frantz, LDC Manager
Colleen Davidson, 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 and Program Management

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. Curl moved to approve the Agenda. Second by Mr. Dunnivant. Carried unanimously 13 - 0.
- III. Approval of Minutes from October 2, 2019 Meeting**
Mr. Dunnivant moved to approve the minutes of the October 2, 2019 meeting as presented. Second by Mr. Curl. Carried unanimously 13 - 0.
- IV. DSAC Position Vacancy Review & Vote**
 - 1. Laura DeJohn Category: Land Planner**
Mr. Foley moved to recommend the Board of County Commissioners appoint Laura DeJohn to the Development Services Advisory Committee. Second by Mr. Curl. Carried unanimously 12 - 0. Ms. DeJohn abstained.
 - 2. Blair Foley Category: Civil Engineer**
Mr. Brooker moved to recommend the Board of County Commissioners appoint Blair Foley to the Development Services Advisory Committee. Second by Mr. Curl. Carried unanimously 12 - 0. Mr. Foley abstained.
 - 3. John English Category: Civil Engineer**
Mr. Mulhere moved to recommend the Board of County Commissioners appoint John English to the Development Services Advisory Committee. Second by McLean. Carried unanimously 12 - 0. Mr. English abstained.
 - 4. Norman Gentry Category: General Contractor**
Mr. Brooker moved to recommend the Board of County Commissioners appoint Norman Gentry to the Development Services Advisory Committee. Second by Mr. Curl. Carried unanimously 12 - 0. Mr. Gentry abstained.
 - 5. Mario Valle Category: Residential/Commercial Construction**
Mr. Curl moved to recommend the Board of County Commissioners appoint Mario Valle to the Development Services Advisory Committee. Second by Mr. Boughton. Carried unanimously 12 - 0. Mr. Valle abstained.
 - 6. Marco Espinar Category: Consultant/Biologist**
Mr. Foley moved to recommend the Board of County Commissioners appoint Marco Espinar to the Development Services Advisory Committee. Second by Mr. Mulhere. Carried unanimously 12 - 0. Mr. Espinar abstained.

Mr. English arrived at 3:10 p.m.

- 7. Nicholas J. Kouloheras Category: Developer/General Contractor**

Mr. Kouloheras addressed the Committee noting he was late on applying and was not interested in taking a seat held by an existing member and would wait until the next vacancies occur and re-submit an application.

IV. Public Speakers

None

V. Staff Announcements/Updates

A. Code Enforcement Division update – [Mike Ossorio]

Ms. Davidson provided the report “*Code Enforcement Division Monthly Report September 22, – October 21, 2019 Highlights*” for information purposes. She noted Staff participated in the Collier County Sheriff’s Office “Safe Nights” program over the past month.

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 the Division continues to address Staffing concerns and requests remain steady for letters of availability, deviations, etc. The next industry forum will be held in January. The BCC will be considering a contract for AECOM for the Division’s I.Q. Master Plan (for reclaimed water).

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

Mr. Ahmad reported on the following projects:

Goodland Drive – design phase for elevating the roadway up to 13 inches in various locations; design completion by 1/1/20 and construction anticipated to begin by 5/1/2020.

Veterans Memorial Blvd. – in design for Phase I for section from Livingston Road to the new high school site; temporary road to be completed by June 2021 with final completion anticipated in June of 2023 just before opening of new high school. Phase II of the project will be the remaining portion to Old 41.

Vanderbilt Beach Road Improvements East of Collier Blvd. – final revised alignment approved by BCC; construction anticipated by December of 2021. 4 lanes built in 6 lane footprint from Collier Blvd to Wilson; Wilson to 16th - 2 lanes.

Vanderbilt Beach Road west of Airport Pulling Road – widening to 6 lanes with construction anticipated by June of 2021.

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 turnaround times are as follows: Building Plan review – 6 days; Site Plan reviews – 4 days; Inspections – 1 day.

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

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

- Work continues to implement the credit card processing thru CityView with the process in the last phase of testing components followed by full system test.
- Staff to check on the availability of phone in inspections through the CityView system.

- Performance times were relaxed during Hurricane Irma permitting and Staff is seeking to reinstate the criteria at some point time.
- The timeframe for submitting electronic permits remains for weekdays from 8am to 5pm to ensure Staff has adequate times to process the applications.

G. Development Review Division update [Matt McLean]

Mr. McLean reported

- Application submittal volumes remain steady with 1600 lots platted year to date; 2500 were platted in 2017 and 3,000 in 2018.
- The request for Pre-Application conferences are increasing and Staff is investigating using an electronic format such as Skype to conduct the proceedings.
- The Division is partnering with the Public Utilities Division on the requirements for preliminary and final acceptance with consideration being given to eliminating the preliminary portion of the process.
- Staff has determined encroachments into drainage easements for things such as A/C units, roof overhangs, swimming pool equipment, generators, etc. will no longer be permitted.
- Staff continues to review the potential of streamlining the process for minor zoning use changes.

The Committee discussed the new policy of not allowing certain encroachments into stormwater drainage and lake maintenance easements expressing concern on the change. It was noted a Subcommittee may want to be convened to review the issue and provide feedback or recommendations to the full Committee.

Mr. Mulhere moved to establish a Subcommittee to review Staff's proposal to prohibit encroachments in drainage or lake easements. Second by Mr. McLean. Carried unanimously 14 – 0.

Mr. English, Mr. McLean, Mr. Foley, Mr. Curl and Mr. Mitchell were appointed to the Subcommittee.

Staff to investigate the feasibility of the inspector meeting a representative of the landowner on site for inspections of exotic vegetation removal to ensure there is no confusion on the property lines where the work was completed.

VI. New Business

None

VII. Old Business

A. Review Transportation Impact Fee Update Study - [Amy Patterson]

Guest Homes – Ms. Patterson reported effective immediately guest homes will now be treated as detachments to single family homes for the impact fees, so any increase for the use will now be imposed incrementally.

Ms. Patterson presented the “2019 Impact Fee Study Comparison Draft” and “Collier County Road Impact Fee Update - October 14, 2019” for informational purposes.

Mr. Brooker, Subcommittee Chairman reported:

- The Subcommittee reviewed the proposed rates which are increasing for some uses and decreasing for others.
- The methodology used to develop the rates is similar to that used in the past and the revenue from the new increased sales tax is helping to reduce the fees.
- The Subcommittee chose not to provide a recommendation on the proposed rates.

During Committee discussion, the following was noted

The increases in some categories but not others are the result of the demand certain uses place on the infrastructure when compared to others.

Mr. Mulhere moved to support the methodology utilized to develop the proposed rates. Second by Mr. Curl. Carried unanimously 14 – 0.

B. Residential Lighting LDC amendment update - [Jeremy Frantz]

LDC SECTION TO BE AMENDED 4.02.08, Outside Lighting Requirements

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

Mr. Frantz presented the proposed amendment noting it was previously heard by the DSAC who provided a recommendation on the proposal. A new recommendation is sought as it has been revised to address concerns by stakeholders on certain requirements and is now only applicable to the Estates district.

The Committee expressed concern on the following:

- The proposal attempts to address a non-existent issue for an overwhelming majority of residents in the County given one resident brought a problem to the attention of the BCC.
- It is not applicable to all residents in the County and any requirement of this type should be applied equally.
- There may be other ways to enforce any problem with neighbor's lights including a nuisance claim.
- It will be difficult to enforce given the exemptions of a 5–30 minute-lit motion sensor device or other types of activated security lighting.

Mr. Mitchell moved to recommend the Board of County Commissioners not adopt the proposed amendment. Second by Mr. Curl. Carried unanimously 14 – 0.

VIII. Committee Member Comments

None

IX. Adjourn

Next Meeting Dates

December 4, 2019 GMD Conference Room 610 – 3:00 pm

January 1, 2020 GMD Conference Room 610 – 3:00 pm – County Office's Closed

February 5, 2020 GMD Conference Room 610 – 3:00 pm

March 4, 2020 GMD Conference Room 610 – 3:00 pm

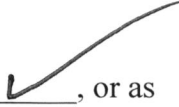
November 6, 2019

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:25 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 12/4/19, as presented , or as amended _____.