

August 5, 2020

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida, August 5, 2020

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 Dunnivant
James E. Boughton
Clay Brooker (Excused)
Chris Mitchell
Robert Mulhere (Excused)
Mario Valle
Norman Gentry
Marco Espinar
Laura Spurgeon DeJohn
Jeremy Sterk
Jeff Curl
John English
Mark McLean

ALSO PRESENT: Jamie French, Deputy Department Head
Diane Lynch, Operations Analyst, Staff Liaison
Trish Mill, Operations Analyst, Staff Liaison
Lorraine Lantz, Transportation Planning
Eric Fey, Sr. Project Manager, Public Utilities
Jeremy Frantz, LDC Manager
Mike Ossorio, Director, Code Enforcement Division
Matt McLean, Director, Development Review
Rich Long, Director, Plans Review and Inspections
Ken Kovensky, Director, Operations and Regulatory Management
Eric Johnson, Principal Planner
Richard Henderlong, 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 Department.
The meeting was conducted via Zoom*

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:00pm

II. Approval of Agenda

Mr. Foley moved to approve the Agenda. Second by Mr. Mitchell. Carried unanimously 13 - 0.

III. Approval of Minutes from March 4, 2020 Meeting

Mr. English moved to approve the minutes of the March 4, 2020 meeting as presented. Second by Mr. Dunnivant. Carried unanimously 13 - 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 June 22, – July 21, 2020 Highlights” for information purposes. He noted:

- Business is ongoing with Staff involved in more field work and public education during the pandemic
- Lien search volumes which sagged in March and April has returned to previous levels.
- An initiative is underway to deal with signs in the right of way such as snipe and real estate, signs.
- The Division is tasked with enforcing County’s requirements for wearing face coverings including identifying noncomplying businesses and issuing Citations when necessary.

B. Public Utilities Division update – [Tom Chmelik or designee]

Mr. Fey noted:

- Issuance of Letters of Availability and FDEP permits are lagging behind due to Staffing levels however Deviations requests are being processed in a timely manner.
- Work continues on the policy changes for Utility Conveyance with a review of the standards by the County Attorney’s Office. The item is anticipated to be forwarded to the Utilities Subcommittee for review in the near future.
- Vehicular damage to fire hydrant has occurred in neighborhoods due to the devices being improperly installed (on the wrong side of the water main towards the street).
- Another issue is water main breaks due to the lines being installed directly on stone and not on the sand bedding as required.

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

Ms. Lantz reported:

- The planning of some projects is on hold given they are at the public meetings stage.
- The East of 951 Bridge Reevaluation Study continues with the 10 bridges previously identified for work still needed due to the need for connectivity, evacuation routes, etc.
- The Immokalee Road Corridor Study continues with an alternate public involvement plan to allow for Zoom presentations.
- The Golden Gate Parkway Corridor Complete Streets Study is underway however is slowed down as it is in the public involvement stage.

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

Ms. Hanson reported turnaround times are as follows: Building Plan review 418 at 2 days; Site Plan reviews 52 at 1 day; Inspections at 1 - 2 days. The District is utilizing remote video inspections and workstations to address issues with the pandemic.

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

Mr. Zunzunegui reported:

- July yielded 645 Building Plan reviews and 42 Site Plan reviews with Inspection timing at 1 day.
- The District is testing alternative inspections platforms to help provide service during the pandemic.
- Staff policies are also being amended to ensure employees and the ones they serve remain safe.
- The District is reviewing Impact Fees with a study to be completed within a couple of weeks.

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

Mr. Kovensky submitted the “*Collier County July 2020 Monthly Statistics*” which outlined the building plan and land development review activities. The following was noted during his report:

- Business remains steady with an increase seen in electronic submittals due to the pandemic.
- The credit card platform for CityView was activated at the end of April.
- Permit review times are 2 days behind for electronic submittals and there are no backlogs associated with the paper permit process.
- Staffing challenges continue to be addressed to due ill employees or those taking vacations.

Mr. Long reported:

- The Health Department has diverted resources from plan review to address the pandemic which is affecting permitting timing.
- The Department is nearly fully staffed with inspections at a 1-day turnaround.
- Inspections are averaging 22 per day per employee which is helping it improve service given the volume was much higher at one time.
- Video and recorded inspections are available with the information on the process available online, however many contractors are not opting for the service at this point.

G. Development Review Division update [Matt McLean]

Matt McLean reported

- Pre application and construction meeting as well as other consultations are being held virtually which is convenient for those involved.
- Sewer line installation review videos are now able to be uploaded for Staff through the County’s “Box” platform and do not have to be delivered in person.
- Due to the recent issues with damage to fire hydrants and sub-standard installation of water lines, Engineers of Record should be aware the County is relying on them to ensure installations of the infrastructure is in accordance with the approved plans. If they have any

questions, they should contact Staff to ensure problems are not encountered post construction.

- The Department is looking for an outside source to assist in providing inspections.

VI. New Business

A. LDC Amendments (6) – [Richard Henderlong, Principal Planner *and* Eric Johnson, Principal Planner]

Mr. ~~Henderson~~-Henderlong presented the proposed Amendments listed in Items i – iv.

Mark McLean, Land Development Review Subcommittee Member reported the proposed amendments were reviewed during a series of meetings and the Subcommittee recommended they be adopted.

i. PL20190002647 SRA Designation -Staff Review Timeframes

LDC SECTIONS TO BE AMENDED: 4.08.07 SRA Designation

The amendment modifies the timeframes and procedural review requirements for processing an application for approval of a development permit or development order for Stewardship Receiving Areas (SRA) Designations.

ii. PL2020000268 Transfer of Development Rights (TDR) Early Entry Bonus Credits

LDC SECTION TO BE AMENDED: 2.03.07 Overlay Zoning Districts

The amendment shall extend the effective time period for the Transfer of Development Rights (TDR) early entry bonus credits from sending lands in the Rural Fringe Mixed Use District.

iii. PL20190002818 RMF-6 Density Clarification

LDC SECTION TO BE AMENDED: 1.08.00 Definitions

9.03.03 Types of Nonconformities

The amendment clarifies the calculation of density for single-family, two family or duplex dwelling units and multi-family units, on legal nonconforming lots of record in the RMF-6 District. It further clarifies the definition for non-conforming lots of record and lot of record.

iv. PL20190002819 Special Events in Rights-of-Way

LDC SECTIONS TO BE AMENDED: 5.04.05 Temporary Events

5.04.06 Temporary Signs

10.03.06 Public Notice and Required Hearings for Land Use Petitions

The amendment establishes submittal requirements, criteria for review, and an approval process for temporary special events that take place in or use County owned or maintained rights-of-way. It further allows for the temporary placement of signage within rights-of-way.

Mr. McLean moved to recommend the Board of County Commissioners adopt the previous four proposed amendments as presented by Staff. Second by Mr. Foley. Carried unanimously 13 – 0.

v. PL2020000359 Self-Storage in C-4 Zoning District

LDC SECTIONS TO BE AMENDED: 2.03.03 Commercial Zoning Districts

5.05.08 Architectural and Site Design Standards

The Land Development Code Amendment (LDCA) proposes to allow enclosed, indoor, air-conditioned self-storage use as a Permitted Use when combined in the same building with other uses that are permitted in the C-4 Commercial Zoning District.

Mr. McLean reported he was abstaining from the item due to a conflict of interest and has filed Form 8.b as required by the County.

Mr. Johnson presented the proposed amendment noting the Land Development Review Subcommittee reviewed the proposed amendment and recommended it be adopted.

Mr. Foley moved to recommend the Board of County Commissioners adopt the proposed amendment as presented by Staff. Second by Mr. Curl. Carried unanimously Mr. McLean abstained.

vi. PL20190001927 Golden Gate Parkway Overlay District

LDC Sections to be Amended: 1.08.01 Abbreviations DSAC-LDR 12-17-2019
2.03.07 Overlay Zoning Districts
2.05.01 Density Standards and Housing Types
4.02.26 Golden Gate Parkway Activity Center Overlay (GGPACO) Building, Development, and Site Design Standards
4.02.37 Design Standards for Development in the Golden Gate Downtown Center Commercial Overlay District (GGDCCO)
5.05.01 Businesses Serving Alcoholic Beverages
5.06.02 Development Standards for Signs within Residential Districts
10.03.06 Public Notice and Required Hearings for Land Use

The proposed amendment establishes the Golden Gate Parkway Overlay District (GGPOD), which serves to implement several policies of the recently adopted Golden Gate Area Master Plan. The GGPOD will be comprised of two new subdistricts: the Activity Center subdistrict (GGPOD-AC) and the Downtown subdistrict (GGPOD-DT). The GGPOD shall supersede the current provisions of the Golden Gate Downtown Center Overlay District and the Golden Gate Parkway Professional Office Commercial Overlay.

Mr. Johnson presented the proposed Amendment and provided the PowerPoint “*Golden Gate Parkway Overlay District (GGPOD) – DSAC August 5, 2020*” noting:

- During the amendment to the Golden Gate Area Master Plan, the Vision Statement for Golden Gate City was developed: “*Golden Gate City is a safe, diverse, family-oriented community that offers easy access to education, parks, shopping and services within a vibrant, walkable community.*”
- In order to implement the plan and vision, the Board of County Commissioners directed Staff to prepare amendments to the Land Development Code.
- The proposed amendments incorporate Overlay Districts which promotes urban design standards and incentives to encourage development and redevelopment in the area.

- The proposed overlays replace existing overlays (GGPPOCO & GGDCCO) with new overlays, having two different subdistricts and expands the list of allowable uses, including new Economic Development uses.
- The overlays work in concert with one of the County's three Innovation Zones (i.e., Golden Gate City Economic Development Zone) a Federal Opportunity Zone, which is in effect through 2028.
- New urban development standards for setbacks, right-of-ways, architectural, landscape, open space, signs, parking, etc. are incorporated into the overlays as well as special design standards for Economic Development uses.
- The landowner's ability to develop their property in accordance with the underlying zoning district is not hindered by the proposed overlay zones and there is a new deviation process similar to that used with site plan with deviations.
- The DSAC-LDR Subcommittee recommended approval of the proposed amendment subject to staff revising the Overlay ensuring existing development rights are not intentionally or unintentionally contravened or eliminated including building height and uses and to clarify language where it this may exist or where there is confusion. Additionally, to require a minimum 10-foot wide landscape buffer adjacent to residentially zoned property.

Mr. McLean moved for the Development Services Advisory Committee to recommend to the Board of County Commissioners the proposed amendment be approved as presented subject to Staff ensuring the amendment does not intentionally or unintentionally remove the existing rights established in the underlying zoning districts (building height, use requirements, etc.) and a 10 foot landscape buffer be required in areas where commercial development is adjacent to residentially zoned property. Second by Mr. Curl.

Mr. Curl queried if the recommendations by the LDR Subcommittee as referenced in the motion have been incorporated into the proposed amendment.

Mr. Johnson reported Staff did not incorporate the recommendations as outlined by the Subcommittee.

Motion carried unanimously 13 – 0.

VII. Old Business

None

VIII. Committee Member Comments

IX. Adjourn

Next Meeting Dates

September 2, 2020 GMD Conference Room 610 – 3:00 pm

October 7, 2020 GMD Conference Room 610 – 3:00 pm

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

August 5, 2020

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:01PM.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 9/2/2020 as presented , or as amended .