

February 3, 2021

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida, February 3, 2021

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

ALSO PRESENT: Patricia Mill, Operations Manager, Staff Liaison
Eric Fey, Sr. Project Manager, Public Utilities
Jeremy Frantz, LDC Manager
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
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.

1. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:00 p.m.

Mr. Foley moved to allow Mr. Mitchell, Mr. Sterk, Mr. Dunnivant and Mr. Gentry to participate in the meeting remotely due to an extraordinary circumstance. Second by Mr. Curl.

Carried unanimously 10 – 0.

2. Approval of Agenda

Mr. Curl moved to approve the Agenda. Second by Mr. Mulhere. Carried unanimously 14 - 0.

3. Approval of Minutes

a. DSAC Meeting - December 2, 2020

Mr. Brooker moved to approve the minutes of the December 2, 2020 meeting as presented.

Second by Mr. Mulhere. Carried unanimously 14 – 0.

b. DSAC LDR Subcommittee Meeting – December 15, 2020 (Subcommittee Members only)

Mr. Curl moved to approve the minutes of the December 2, 2020 meeting as presented.

Second by Mr. Foley. Carried unanimously 5 - 0.

4. Selection of Chair and Vice Chair

Mr. Mulhere moved to appoint William Varian as Chairman of the Development Services Advisory Committee. Second by Mr. Brooker. Carried unanimously 14 – 0.

Mr. Varian moved to appoint Blair Foley as Vice Chairman of the Development Services Advisory Committee. Second by Mr. Mulhere. Carried unanimously 14 – 0.

5. Public Speakers

None

6. Staff Announcements/Updates

a. Code Enforcement Division update – Mike Ossorio

Mr. Ossorio provided the report “*Code Enforcement Division Monthly Report December 22, 2020 – January 21, 2021 Highlights*” for information purposes. He noted:

- The Quality Assurance and Quality Control efforts continue in the Division with scoring at a 95 percent level which is up from 72 percent during the previous year.
- The Division is fully staffed at this point with temporary and full-time employees.
- The demand for lien searches continues with 1649 completed last month.
- Review of the Division’s interaction with Domestic Animal Services is ongoing to determine any processes which may be streamlined.
- The Special Magistrate ruled she does not have jurisdiction for hearing violations of the face covering emergency order issued by the Board of County Commissioners and Code Enforcement has requested a re-hearing on the matter.
- Currently 40 percent of all cases are building violation related and review is underway to determine any means available to reduce the load.
- Staff conducted a drive through with newly elected Commissioner LoCastro.

- Statewide initiatives for 2021 include short term rentals preemptions, restricting investigation of anonymous code violation complaints which are currently only allowed in the County for Health, Safety and Welfare issues and clarifying local restrictions on home occupation licensing.

b. Public Utilities Division update – Eric Fey 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 response times are improving and the Utilities Subcommittee met in December to review the conveyance process and another meeting is slated for later this month.

c. Growth Management Department/Transportation Engineering and/or Planning – Jay Ahmad or designee

Mr. Ahmad reported:

- Palm River Bridge – Construction to be completed mid to late February, 6 months ahead of schedule.
- Veterans Memorial Blvd. – Clearing for Phase I underway with road construction to serve the new high school slated for May.
- Vanderbilt Beach Road Extension – Design 60 percent complete with property acquisition (approximately 270 parcels) slated for March – November of 2021.
- Triangle Blvd. – US 41 improvements in are slated for a March start.
- Goodland Drive - Contract consideration February 21st, project involves elevating the roadway to address flooding issues.

d. County Fire Review update – Shar Beddow and/or Shawn Hanson

Ms. Beddow reported:

- Review time frames are at an acceptable level.
- The NFPA is holding classes virtually which fill up quickly. There is the potential for local classes being offered in the future.
- The buildings at Courthouse Shadows are slated for demolition.
- The search is underway for a new Fire Chief.

e. North Naples Fire Review update – Capt. Sean Lintz or Daniel Zunzunegui

Mr. Lintz reported:

- Plan review turnaround times are acceptable at this point.
- Video inspection continues to address safety concerns during the pandemic.
- Updates to the website continue.
- Daniel Zunzunegui has been named Deputy Director of Plan Review.

f. Operations & Regulatory Mgmt. Division update - Ken Kovensky

Mr. Kovensky submitted the “*Collier County January 2021 Monthly Statistics*” which outlined the building plan and land development review activities. The following was noted during his report:

- December 2020 activity saw a 30 percent increase year over year, mainly due to the new Florida Building Code changes which went into affect on January 1, 2021.
- January 2021 activity returned to the same levels year over year.
- This is the third year in a row the County is likely to see 51,000 +/- permit applications.

- Permit intake is now meeting demand and adjustments to call center service were undertaken to ensure adequate service levels are being met.
- Rose Burke has been named the new Business Center Manager.

Mr. Long reported:

- The Division is behind in processing residential permit applications given the surge of requests filed in December ahead of the changes to the Florida Building Code which became affective January 1, 2021.
- Demand for inspections remains high with approximately 1,000 conducted on a daily basis.
- Staff continues work on modifications to the Property Permit Report (PPR) addressing historically permits left open by applicants. It includes relocating the data from the CD-Plus format to the CityView platform when possible.

g. Development Review Division update - Matt McLean

Mr. McLean reported

- Cormac Giblin has been named Planning Manager for the Division.
- Approximately 3,000 single or two-family home building applications and 1,900 lots were platted in 2020. The year also saw 130 projects closed out.
- The Utility Subcommittee will be meeting on February 24 to continue review of the conveyance process. The item may be heard by the DSAC in March.
- Parties should note those proposing payments in lieu of sidewalks should propose the request during the permit process and not seek the allowance during after development review is completed.

h. Zoning Division Update - Anita Jenkins or Designee

Mr. Frantz reported work continues to fill staff vacancies to ensure service levels remain acceptable.

7. New Business

a. LDC Amendments

i. PL20200002505 – Public Notice Distance – Urban & Rural Golden Gate Estates

LDC Section to be Amended: 10.03.05 - Required Methods of Providing Public Notice

Mr. Henderlong presented the proposed amendment noting it increases the written public notification distance to property owners for land use petitions within the Rural and Urban Golden Gate Estates of the Golden Gate Area Master Plan (GGAMP).

Mr. Brooker, Chairman of the Land Development Review Subcommittee reported they met to review the proposed amendment and recommended its approval with the caveat the notification distance be set at 1,500 feet for the Urban Area and 2,500 feet for the Rural Area. The rationale is 2,500 feet was excessive in the Urban Area given the large number of parcels involved in the notification zone as it is characterized more densely developed areas.

Mr. McLean stated he was not in favor of extending the notification requirement for any area and could not support the proposed amendment.

Mr. Brooker moved to recommend the Board of County Commissioners adopt the proposed amendment as presented by staff. Second by Mr. Foley.

Carried unanimously 13 “yes” – 1 “no.” Mr. McLean voted “no.”

ii. **PL20200002512 – Golf Course Conversions – Soil & Groundwater Testing**

LDC Section to be Amended: 3.08.00 Environmental Data Requirements

5.05.15 Conversion of Golf Courses

Mr. Henderlong presented the proposed amendment noting it clarifies when soil and groundwater sampling is required in the development review process for the conversion of golf courses to non-golf course uses. It allows an applicant flexibility in the process by deferring the required soil and/or groundwater sampling to the time of the early work authorization, site development plan (SDP), and subdivision plat (PPL) submittal.

Mr. Foley reported the Subcommittee reviewed the proposed amendment and recommended it be approved as presented by staff. Those interested should be aware the testing may be completed early in the process as the timeframes outlined are later in order to provide flexibility for the parties involved to undertake the work if they so desire.

Mr. Foley moved to recommend the Board of County Commissioners adopt the proposed amendment as presented by staff. Second by Mr. English. Carried unanimously 13 – 0. Mr. Mulhere abstained due to a conflict of interest.

8. Old Business

None

9. Committee Member Comments

None

10. Adjourn

Future Meeting Dates

March 3, 2021 – 3:00 p.m.

April 7, 2021 - 3:00 p.m.

May 5, 2020 – 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 4:00 P.M.

**COLLIER COUNTY DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



Chairman, William Varian

These Minutes were approved by the Board/Chairman on 3/3/21, as presented _____, or as amended .