

MINUTES OF THE MEETING OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

Naples, Florida, June 6, 2012

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 Growth Management Division Building, Conference Room #609/610, 2800 N. Horseshoe Drive, Naples, Florida, with the following members present:

Chairman: William J. Varian
Vice Chairman: David Dunnivant
Ray Allain
James E. Boughton
Clay Brooker
Dalas Disney
Marco Espinar
Blair Foley
Chris Mitchell
Robert Mulhere
Mario Valle
(Vacancy)

Excused: Laura Spurgeon DeJohn
George H. Hermanson
Ron Waldrop

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division
Jamie French, Director, Operations & Regulatory Management
Magaly Bowman, Operations Coordinator
Jay Ahmad, Director, Transportation Engineering
Nathan Beals, Project Manager, Public Utilities
Caroline Cilek, M.S., Senior Planner, LDC Coordinator
Bill Lorenz, Land Services Development Director
Ed Riley, Fire Code Official

I. Call to Order - Chairman

Chairman Varian called the meeting to order at 3:04pm and read the procedures to be observed during the meeting.

A quorum was established with 10 members present.

II. Approval of Agenda

Mr. Brooker moved to approve the Agenda subject to the following changes:

- Item VI.A , B to be heard first followed by V.D
- Addition of Item VII.B – FEMA Update

Second by Mr. Disney. Carried unanimously 10 - 0.

III. Approval of Minutes from May 2, 2012 Meeting

Mr. Allain moved to approve the minutes of the May 2, 2012 meeting as presented. Second by Mr. Valle. Carried unanimously 10 - 0.

IV. Public Speakers

None

Mr. Dunnivant arrived at 3:10pm

VI. New Business

A. Fire Review workshop update [Nick C.]

Nick Casalanguida, Administrator, Growth Management Division reported:

- The County and Fire Districts will be holding joint workshops to discuss the development review process.
- The first workshop will be held on June 27, 2012 at 2390 Tamiami Trail North, Suite 210.
- The Greater Naples Chamber of Commerce will be a liaison for the process.
- The goal will be to adopt a revised inter-local agreement incorporating items, as necessary, identified during the process.

B. Online Permitting (lower fees if applied online, higher fees if applied in lobby) [Nick C.]

Nick Casalanguida and Jamie French reported:

- The County continues the process for implementing complete “*electronic plan review.*”
- The system is being developed to reduce the demand for “*walk in*” delivery of permit applications.
- Staff continues to address items such as determining the means to provide incentives for electronic filing; the avenue for architects to submit “signed and sealed” plans; the requirements to “*secure*” applications to ensure the consultants files are not subject to unauthorized changes to, and/or retrieval of plans or documents; and means a “sub-consultant” will submit electronic plans under a specific application.

- Consultants will not be required to obtain software to utilize the system and the County intends to implement an educational program to assist the public in adapting to the changeover.

V. Staff Announcements/Updates

A. Growth Management Division/Planning & Regulation Update – [Jamie French]

Jamie French submitted the document “*May 2012 Monthly Statistics*” for information purposes.

He reported:

- The City of Marco Island and the County are discussing the concept of the County assuming the responsibilities for the City of Marco Island’s “*building inspection*.”
- Staff continues to investigate the logistics of the concept (i.e. assignment of responsibilities, fee structures, manpower required for an adequate level of service, etc.) to ensure the idea is viable.
- The program will require adoption of an inter-local agreement between the City of Marco Island and Collier County.
- He will provide updates as they become available.

The Committee expressed concern on the length of time required to “*pick up*” permits at County facilities.

Mr. French stated he was aware of the issue and is in the process of identifying avenues to decrease the time required to “*pick up*” issued permits.

B. Public Utilities Division Update – [Nathan Beals]

Committee discussion occurred on the requirements for the “sizing” water meters. There appears to be a lack of uniform standards between departments creating confusion for applicants on the fees and size of meter required. Also discussed, was the requirements for permits/fees involving retrofits and/or remodels of floor space in existing buildings where the daily water/sewer demand does not require a change of meter or service line.

Nathan Beals stated he would investigate the issues and report back to the Committee.

C. Fire Review Update – [Ed Riley]

Ed Riley reported 719 reviews were conducted in April.

D. Growth Management Division/Transportation Engineering – [Jay Ahmad]

Jay Ahmad reported:

- The western segment of the Oil Well Road project is now open for operation.
- The eastern segment is scheduled to be completed by the end of July.
- The Davis/Collier project is progressing “on schedule” and should be completed by December 2013.
- The BCC awarded a bridged project for Oil Well road east of SR 29.
- The White Blvd. plans are under revision with a temporary bridge planned for 23rd Avenue with contract award anticipated for September.

VI. New Business (Continued)

C. House Bill 503 [Jack McKenna]

Jack McKenna provided an update on House Bill 503 noting:

- House Bill 503 will become effective July 1, 2012.
- The legislation will require Counties/Municipalities to issue their environmental permits when their requirements are met, absent of permits or “sign offs” from other agencies.
- The Bill also allows granting of a two-year extension to any building permit, and any permit issued by the Department of Environmental Protection or by a water management which has an expiration date from January 1, 2012, through January 1, 2014.
- Staff is in the process of identifying the changes required to adapt to the new format.

Discussion occurred on:

- How to process County applications if changes are made to plans based on other Agency comments or conditions after the County permit is issued.
- The rationale for the Bill (i.e. to reduce permit issuance delays due to duplicity and lack of responses from various agencies, etc.).

Mr. Foley left at 4:05pm

VII. Old Business

A. LDC Amendment updates [Caroline Cilek]

Caroline Cilek reported a new proposed Land Development Code Amendment “*Immokalee Non Conforming Mobile Home Park*” will require review by the Committee. She sought direction on whether the proposed Amendment should be reviewed by the Land Development Review Subcommittee, or the full Committee, absent of a Subcommittee review.

It was determined the full Committee should review the proposed Amendment.

The LDC Amendments for Section 5.05.08 were reviewed by the Collier County Planning Commission on May 3, 2012.

Committee discussion occurred noting in addition to the 3 previous recommendations for Section 5.05.08, they recommend a review of the entire Section.

Mr. Disney moved for the previous recommendations for amendment of the Sections within 5.05.08 be forwarded to Board of County Commissioners (BCC) for consideration and the BCC authorize a full review of Section 5.05.08. Second by Mr. Dunnivant. Carried unanimously 10 -0.

B. FEMA Update

Bill Lorenz reported:

- On April 9, 2012 FEMA informed the County they were not in compliance with the “*Flood Damage Prevention Ordinance*”

- There was a delay in FEMA providing comments to the County on the Amendment and FEMA authorized an extension until August 16, 2012 for adoption.
- The BCC will consider the Ordinance Amendment on June 12, 2012 with adoption anticipated on June 26, 2012.
- The County will continue to pursue adoption of the “*State Model Ordinance*” which when adopted, will supersede the “*Flood Damage Prevention Ordinance*” currently under consideration by the BCC. It is anticipated this will occur in the fall of 2012.

The Committee requested Staff to provide the members with a copy of the State Model Ordinance for information purposes.

VIII. Committee Member Comments

Mr. Disney requested to be excused from the July meeting.

Next Meeting Dates

July 11, 2012 GMD Conference Room 610 – 3:00 pm

August 1, 2012 GMD Conference Room 610 – 3:00 pm

September 5, 2012 GMD Conference Room 610 – 3:00 pm

October 3, 2012 GMD Conference Room 610 – 3:00 pm

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 4:32 PM.

**COLLIER COUNTY DEVELOPMENT
SERVICES ADVISORY COMMITTEE**



Chairman, William Varian

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

7/11/12