



MINUTES

2:00 p.m., Wednesday, April 19, 2023

1. Introductions
2. Old Business
 - a. Design and Construction Standards Manual (DCSM), [Section 600 Transportation Systems Improvements Update \(Belita\)](#)
 - a. Dewberry is an on-site consultant to review and will complete at the end of April.
 - b. Zoning Ordinance Text Amendments Update (Wolfson)
 - a. September 20th the following were initiated:
 - i. Drive through Uses and Curbside Pick-up
 1. Amendment to review the regulations related to drive through uses and curbside pick-up which involves additional flexibility.
 2. Added language will pull out anything in a designated parking space.
 3. Additionally, staff are looking into reconsidering the SUP requirement for all drive-throughs/drive-ins.
 - ii. Industrial Parking and Use Regulations
 1. Address industrial parking uses being experienced by the business community regarding flexibility.
 2. Request initially came from FedEx, issues with parking limitations between work vehicles and employees' personal vehicles.
 - iii. Commercial Sign Regulations (Temporary Signage)
 1. Discussed current zoning ordinance language.
 2. Discussed definition of Commercial Sign Regulations and items that would need to be considered when reviewing.
 3. One issue is temporary signs can only be up for 60 days.
 - a. For sale or lease spaces there is no time limit on the sign.
 - b. If there is construction work going on, the sign can remain until the work is complete.
 4. Next Steps
 - a. Targeted stakeholder and larger outreach efforts.
 - b. Present language of DCSM to DORAC.

3. New Business

- a. Additional Committee Member Appointments (Braden)
 - i. Not all Board Supervisors have representatives on the CDC Board.
 - ii. Discussion on increasing membership of the team.
 - iii. CDC members will discuss membership offline.
- b. Update on sub-committee Policies & Procedure team (Gardner)
 - i. A list was sent out to Community Development members to provide input. Will review input and respond back to CDC Membership.
- c. Electronic Certificate of Occupancy Process (Gardner)
 - i. Discussion regarding issues with tenants in commercial spaces submitting for TLO's and building owner not being made aware.
 - ii. Inquired about having a power of attorney/owner sign off on commercial projects prior to submission.
 - iii. No process changes were made.
- d. Data Center Impact/Noise Working Group Update (Hugh)
 - i. Group working with Great Oak and Amazon on noise study. Noise Ordinance was updated with sunset clause for one year. Exemption for nighttime HVAC was removed.
 - 1. Initiated changes to DCSM and Zoning ordinance to mitigate impacts from data centers.
 - 2. The group is comprised of homeowners, HOA's, data centers, and county employees. 12-18-month project
 - 3. The team is creating a plan to use to bid for a consultant.

4. Goals

- a. DCSM [Section 300, Fire Safety Systems](#) Update (Chief Smolsky)
 - a. Finalizing internal work group before reaching out to industry. If you want to work on this group, please reach out to Chief Smolsky.
 - b. Revisiting membership on the Fire Code Appeals Board.
 - c. Jonelle will ask NAIOP regarding membership.
 - i. Chief Smolsky will let the CDC board members know when the Section 300 change has been initiated by the Board of County Supervisors.
 - ii. The criteria needed for team membership are engineering backgrounds or industry backgrounds.
- b. As-Built Plan Process Improvements Update (CDC Sub-Committee)
 - a. List of survey items for Civil and Geotech and what are the needed certifications. Gary Gardner will follow up.
- c. Site Plan Process Improvements Update (CDC Sub-Committee)
- d. Review and assess Dirt Hauling issues between permitted sites (Smith)
 - a. The process is improving, however, there are still limited spaces to dump dirt from various sites.
 - b. Follow-up will be needed regarding an official form.

5. Building Development Division Update (Mays/Roop)

- a. Building Inspection Order Update
 - i. The team has developed the final draft and is presenting the week of April 24th. Ricky and Chad will reach out to industry in the next 3 weeks for comment/feedback.

6. Land Development Division Update (Fadeley/Westerman)
 - a. eReview Site/Subdivision Plan types to be phased in
 - i. Over the next month the following will be offered with electronic submission options – as-builts, finals, and public improvement plans, in phase 3.
 - ii. Zoning is working to get DORAC committee up and running.
 1. There is still one surveyor position and two district positions for residents still open. (Woodbridge and Gainesville) Jonelle mentioned she would be able to follow up to get the positions filled.
 - iii. Comment regarding plat/deed documents at the courthouse and wet signatures vs. uploading electronically. Joyce mentioned that during initial review the courts should be accepting them provided the original with wet signatures are provided at the end of the process to file at the Court.
 - iv. Mandi reached out to Alan Smith with some of her concerns. If any members have specific examples, let her know.
7. Update on additional Targeted Industry FTE Positions (Spina)
 - a. 2 positions are still not filled for Development Services
 - b. Special Inspections Senior Engineer and Building Development Project Manager
 - c. Currently there are 50 targeted projects allowed. Once fully staffed that will increase to 80 targeted projects.
8. Development Services Performance Measures Update (Spina/Dakon)
 - a. Workload
 - i. Increase in TLO plans and Site Permits issued.
 - ii. There is a slowdown in residential construction.
 - b. Building Plan Submissions
 - i. 13,858 in calendar year 2023
 - c. Small Business Projects
 - i. 77 small businesses opened for business from January to March 2023.
9. Any Other Business
 - a. Discussion with supervisors about getting General Funds in Development Services to help retain employees, due to the effect fee increases will have on industry.
10. Next Meeting – 2:00 p.m. – 4:00 p.m., Wednesday, July 19, 2023
11. Meeting Adjourned