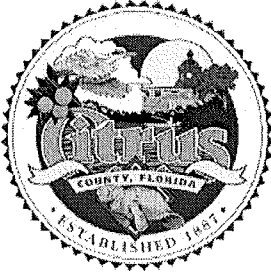



Board of County Commissioners  
Department of Development Services



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DM-10-178

**TO:** Brad Thorpe, County Administrator  
**FROM:** Vincent A. Cautero, AICP, Director, Development Services   
**DATE:** December 7, 2010  
**SUBJECT:** Department of Development Services Project Status Report  
November 2010

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The information presented below represents an overview of the work performed in the month of November 2010.

This report is not meant to be all inclusive of the work performed, but rather an overview of the significant efforts of staff and those programs where statistical data is used to track performance.

**Planning Division**

1. Impact Fee Study – Duncan Associates has updated the technical report dated November 22, 2010. It has been posted to the DDS website.
2. Evaluation and Appraisal Report (EAR) – Work on the Comprehensive Plan, EAR is ongoing. BCC workshop to define major issues is set for January 11, 2011 at 2:30 pm.

**Land Development Division**

1. Citizen's Academy – Presentation on November 18<sup>th</sup> by Jenette Collins regarding the Land Development Division.
2. On November 16<sup>th</sup> Sunniva Brown attended the Realtors Association Orientation Program and presented an overview of Development Services and specifically, the functions of the Land Development Division and the Planning Division.
3. OA-10-07 – Lieberman/Zanki – A request to revise the LDC regarding bed and breakfast regulations was reviewed by staff. The PDRB recommended denial of the

application on November 4, 2010, and the application will be considered by the BCC on January 11, 2011.

4. AA-11-03 – Pine Ridge School/YMCA site – A request to revise the Pine Ridge Master Plan to allow an elementary school, a YMCA, and 99 residential sites was received. The application is still undergoing review by DCA (need binding letter), and has not yet been found to be sufficient by staff.
5. CPA/AA/PDO-11-02 – Stillwell for Halls River Development – A request to revise the GFLUM and LDC atlas to CLC (restaurant) and REC (recreational resort) was received. This is the same site that was previously considered for an amendment to allow condominiums on the site. Application is being reviewed for sufficiency by staff.
6. CU-10-17 – Stillwell for Koontz – A request to allow four antenna ham radio towers on Rovon Point in Lecanto was received. The Owner’s application was previously denied (request was for 11 towers), earlier this year. The application will be considered by the PDRB on December 16, 2010.
7. Other applications – CU-11-01- McKenzie for Channell – An after-the-fact request to allow a detached accessory living unit on SR-200 in Ocala; PDO-11-01 – Stillwell for Roberts – A request to allow a single-family residence on a karst site containing a spring run. Both applications are currently being reviewed for sufficiency by staff.
8. Land Development Division Statistics:

Customers assisted at the Zoning Information Station	53
Residential Site Plan Review Approvals	149
Residential Site Plan Applications reviewed	175

**Building Division**

1. 91 customers were assisted regarding non-residential projects.
2. Pre-Application meetings:

<b>Builder/Owner</b>	<b>Project</b>
Tom Williford	Addition to Church
Dan Colucci	Thrift Store
Thomas Sowers	Dental Office
Bobbette Allen	Daycare Center
John Calderera	Aggressive Cycles Sales & Repairs
Michelle Lieberman	Storage to Administrative Offices
Marie Sloan	Beauty Salon
Martha Seijas	Daycare
Mike Powell	Vending Machine & Billboard

Brad Karns	Discount Retail Store
Tammy Tellier	Produce Stand
Fred Ward	Senior Center Addition for Food Storage
Bob (Mango Grill)	Relocation of Restaurant

3. Projects:

<b>Projects in the Month of November</b>	
Shepherd of the Hills Church	Fire suppression
Shepherd of the Hills Church	Gas line
Publix	Low voltage
Jason of Citrus	Mezzanine for storage inside building
George's Wholesale Tire	Patio covers
Citrus County	Relocation of shed
St. Scholastica	Site for Parish Center
St. Scholastica	Building for Parish Center
Hernando Veterinary Clinic	Interior completion
Sugarmill Outpatient Clinic	Interior completion
Jallo Car Wash	Modification of existing canopy
Jallo Car Wash	Retaining wall
Bethel Baptist Church	Handicap ramp
Lecka Lewis	Temporary tree sales
Nature's Resort	Electric service for pedestals
T Mobile Co Locate	Site and building
Good Shepherd Lutheran Church	Remodel
Mango Grill	Fire suppression

4. Administrative work:

5. BOCC Meeting – Presentation to the Board by Jim Baird and Susan Bungo regarding new Online Fee Calculator and Adoption of the Fee Ordinance and Fee Schedule on November 16, 2010.

6. Citizen's Academy – Presentation to the Citizen's Academy by Jim Baird, and Susan Bungo regarding Building Division functions, responsibilities, and processes on November 18, 2010.

7. Statistics

Residential Customers	277
Non-Residential Customers	83
Licensing	33
Contractor Services	134

New Single Family Residences	8
New Residential Additions	62

New Mobile Homes 8  
New Residential Remodels 96

**Total Permits for Nov. 2010 732**

8. Site Checks: 10 for permits and licenses

9. Licensing:

- Annual Contractors File Maintenance Fees \$ 5,040.00
- Competency Card Fees \$ 370.00
- Competency Card Replacement \$ 25.00
- Construction Licensing & Appeals Application Fee \$ 200.00
  
- Total license fees collected for November 2010 \$ 5,635.00
  
- New Contractor's registered: 13
- Competency Card renewals: 3

### Code Compliance Division

1. Citizen's Academy – Presentation on November 18<sup>th</sup> by Kimberly Corbin regarding the Code Compliance Division.
2. Larry Knight attended the Defensive Driving II training. Betty Fisher attended the training for United Way and will represent the Code Compliance Division in this year's campaign.
3. The Division hired a part-time Code Compliance Officer that will be a hybrid position with the Building Division. This unique position will involve weekend work to investigate construction work without a permit and/or contracting without a license. Joseph Harrell, a veteran of the United States Air Force, was selected for this position. He will begin training on November 29, 2010 with the Building Division.
4. The Division conducted a sign sweep in November. The total number of signs collected from the rights-of-way was 180.

### 5. Case Sources

County Administrator's Office..... 0  
Animal Services/Control..... 4  
Building Division..... 2  
Citizen complaints ..... 100  
Citrus County Sheriff's Office ..... 1  
Code Compliance Division ..... 6

Commissioner Bartell .....	0
Commissioner Bays.....	0
Commissioner Damato.....	0
Commissioner Kenney.....	0
Commissioner Meek .....	2
Commissioner Thrumston .....	0
Commissioner Webb.....	0
Community Development.....	1
Engineering .....	0
Environmental Health.....	0
Fire Safety .....	0
Road Maintenance .....	4
Research Requests.....	103
Web site/Online complaints .....	5
Utilities.....	12
Solid Waste Management.....	2
Development Services Administrative .....	1
Total Customer Service Requests .....	<b>243</b>

6. **Investigation Summary**

After-the-fact Development Order .....	13
Accessory Use.....	1
Business in a residence .....	5
Clear visibility triangle.....	0
Change of Use.....	0
Commercial vehicles parked in a residential area .....	0
Drainage – flooding .....	1
Driveway apron compliance .....	3
Expired Development Order.....	1
FEMA issues.....	0
Fence issues .....	1
Illegal occupancy of R.V .....	2

Junk, debris & abandoned property .....	39
Livestock/Animal .....	2
Living in an accessory structure .....	2
Mandatory Sewer Connection.....	0
Mandatory Water Connection.....	13
More than 1 Res. Structure on Record.....	3
No Right-of-Way Utilization Permit.....	2
Noise .....	3
Non-Compliance Issues.....	2
Obstruction of public right-of-way .....	4
Overgrown lawns.....	11
Property research requests .....	103
Sign permits .....	0
Site checks.....	3
Storage on vacant lot .....	2
Strobe Light out on Cell Tower.....	0
Swimming pool violations .....	0
Travel trailer/RV on vacant lot .....	0
Tree removal .....	0
Unlicensed vehicles .....	21
Unsafe structures .....	3
Water/irrigation .....	0
Other violation types .....	3
Total cases investigated.....	<b>243</b>

7. **Active cases**

Current case load.....	285
NOV/NOH issued .....	95
Cases Closed .....	180
Unlawful signs removed from ROW .....	180
Cases referred to other departments .....	3
Cases in Foreclosure.....	3

8. **Release of Lien**

<b><u>Case #</u></b>	<b><u>Amount of Release</u></b>	<b><u>Amount Paid by Violator</u></b>
96518	\$ 250.00	\$ 250.00
0903-78720	\$2,182.66	\$2,273.44

9. **Code Compliance Special Master Hearing Activities**

Cases heard by Special Master.....	13
Cases found guilty.....	13
Cases continued .....	0
Cases found not guilty.....	0
Cases tabled.....	0
Cases stay was granted.....	0
Cases with Appeal .....	0

10. **Water Restrictions**

Water restriction investigations .....	0
Water citations issued in .....	0
Unfounded complaints .....	0
Warnings.....	0
Total first offense citations .....	687
Total second offense citations.....	21
Total citations issued .....	708
Water citation fines collected to date .....	\$70,710.00

KAS:ab

cc: Planning and Development Review Board  
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