



County Builder Round Table Meeting Notes

04/13/2022 - Via Zoom

Update on Inspections: The system was fixed a week ago, and all inspections are now the next day. Currently, the county is doing approximately 1,240 inspections daily.

The time frame after documents for a condition are uploaded and resolved: The county is working toward a goal of 10 days turnaround, particularly on surveys. Currently, of the 400 surveys received, 196 are duplicates. **The county has requested that contractors not send duplicates as these bottlenecks the system.**

What time frame after documents for a condition are uploaded with no resolution should an email be sent, and to whom? These include surveys, elevation certificates, grease traps, welding certificates & licenses, compaction tests, and subcontractor affirmations. The Inspection department handles the following conditions being resolved and needs 3 business days to complete: Notice of Commencement and Notice of Fire Certificate. If the three days have passed, the condition has not been resolved, or an incomplete condition letter was not sent to the customer, contact Donna.dowdell@colliercountyfl.gov. In addition, email inspections@colliercountyfl.gov for CO fees or requests to close permits; that email is a 24hr turnaround time, and the county has an auto-reply message that the customer receives advising them of the processing time. If for any reason, the contractor has not received a reply within 24hrs to the email request, they may reach out to Donna (see email above).

Subcontractor Affirmations: taking 24-48 hours for a response. The applicant will receive a notice if incorrect information is provided.

If one of the reviewers is not in the building department, i.e., engineering, environmental, health department, or contractor, is having an issue with timeframe, how do they resolve it? Angel will reach out to the health department to see who people should reach out to. The statute is 30 business days for review. She also shared that environmental and engineering timeframes are improving. Angel also shared that the timeframes can now be seen live on the portal.

After how many days past the estimated review date should some reach out and to whom? The statute is 30 business days for review.

Once reviews are complete, what is the current time frame for correction notification? After how many days should someone reach out and to whom? After all, reviews are completed, the contractor should receive a payment slip or rejection letter within 24-48 hours. However, it could take up to 72 hours because of current high volume. Reminder: all permit holds are listed on the bottom of the payment slip. Issues contact: 239-252-2428 or email ANGEL.TAR-PLEY@COLLIERCOUNTYFL.GOV.

Concern was shared over what appears to be duplicate inspections relative to the 800 permits. It was suggested that we reach out to Jamie Cook's group, particularly Joe and Jack, to discuss.

Contractors requested the current time frame for revisions and who they should reach out to with issues. Kirsten sent Amelia a generic email list for contractors to access with questions (See below.) Currently, the revisions are being processed with a five-day turnaround based on the order they are received.

Short Term Vacation Rental: STVR@colliercountyfl.gov

Front Desk Planners: front.desk@colliercountyfl.gov

- Email to inquire about zoning, setbacks, spot surveys, Inspection and CO Hold, temporary use permits, and questions regarding non-residential occupations and home occupations.

Client Services: GMDClientServices@colliercountyfl.gov

Permitting: permitting.dept@colliercountyfl.gov