

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Thursday, October 22, 2009 – 10:00 a.m.**  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Michael Haymans, *Vice Chairman*  
Grace Amodeo, *Secretary*  
Evelyn Loeffler  
Charlotte Ventola

**Staff Present**

Commissioner Richard Loftus  
Debrah Forester, Redevelopment Manager  
Seann Smith, Planner II  
Kathy M. Knee, Recorder

**Members Absent**

Nathaniel Cooley  
David Schmidt

**Guests**

Deputy Miller, Charlotte County Sheriff's Office  
Property Owners: Jerry Dupper, Charles LaFrance  
Parker Pilikian, Harry Thomas and Bill Schmitz

---

**I. Call to Order**

Chairman Herston called the October 22, 2009 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:00 a.m. in Room 119 of the Charlotte County Administration Building.

**II. Pledge of Allegiance**

Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.

**III. Roll Call/Determination of Quorum**

Roll call was taken; Secretary Grace Amodeo confirmed a quorum was present.

**IV. Additions/Deletions to Agenda**

Debrah Forester asked that there be two additions made to the Agenda: Grant Applications Received for Housing Rehab and Discussion on Lot Cleanup Options. Chairman Herston agreed to include both items under Old Business.

**V. Approval of Minutes**

Grace Amodeo reported that corrections need to be made to the Minutes: Under Call to Order – the year 2009 is shown twice and one should be removed; bottom of Page 3, last bullet – change the word “or” to “and”; also on Page 3 at Sign Ordinance paragraph, 2<sup>nd</sup> line, change “Zoning Direct” to “Zoning Director”.

**A motion was presented by Grace Amodeo and seconded by Evelyn Loeffler to approve the Minutes of the September 24, 2009 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee with the above mentioned corrections. Motion carried unanimously.**

**VI. Commissioner Comments** - (Commissioner Loftus previously advised he would be arriving late for today's meeting.)

**VII. Public Comments**

Jerry Dupper, property owner, advised that he has submitted four Rehab Applications and is ready to move the projects along immediately upon approval. Mr. Dupper said that most of the work being done on his properties will be painting.

Charles La France, property owner, noted that he has submitted an Rehab Application to repaint and repair a water damaged front door and wanted the committee to know he was present if they had any questions.

Park Pilikian stated that he would like to learn more about the Charlotte Harbor area and the Riverwalk plans. Mr. Pilikian asked if he could meet with some of the members. Chairman Herston offered to meet with Mr. Pilikian and Debrah Forester after the meeting.

**VIII. Development Review Report** - Chairman Herston advised he had nothing to report.

**IX. Old Business**

Sheriff's Office Update – Quarterly Report - Deputy Miller reported that there were some instances of fighting at the Bayshore pavilion, two bank robberies and some minor thefts. Patrols drive through Charlotte Harbor on a daily basis during both day and night and tips come in by phone or from the website. Deputy Miller also reported that the Sheriff's Office has used prisoners to clean up at an abandoned homeless camp and at illegal dumping sites. Deputy Miller mentioned that the department is being reactive to homeless camp complaints. If someone sends in an address, the Sheriff's Office can check the sites. Debrah Forester can help identify addresses if street coordinates are given to her.

Housing Rehab Grant Program - The Rehab Flyer and Grant Application were distributed and labeled Attachment A. Debrah Forester reported that the flyer and application were posted at Bayshore Park and on the website; the information was also sent to the Charlotte DeSoto Building Industry Association. Ms. Forester suggested that a line be added to the application to advise property owners they can go on the FPL website to get an on-line audit of their house free of charge, which may help to lower their energy bill. Ms. Forester reported that a draft copy of the contract was sent to Attorney Rooney for review. Once Rehab Applications are approved the property owner would enter into a contract with the County which holds the County harmless from any work being done with County funds. Ms. Forester asked for Committee Members comments, which included:

- Grace Amodeo questioned some of the language requesting that “landscaping and pavers” be changed to “landscaping and driveways”. Discussion followed and it was agreed to change language to “landscaping and driveways and/or walkways”.
- Michael Haymans asked that mortgage and lien questions be removed from the grant application. Applicants are required to show proof of current real estate taxes. Consensus was for Ms. Forester to revise the application as requested.
- Grace Amodeo mentioned her concern that some property owners with multiple lots may get all the money and people who apply later find there is no money left. Charlotte Ventola reported that she has done some research on property ownership and found that although a few owners have multiple properties some are undeveloped lots. Ms. Ventola stated that a limit was not placed on the grant so it is first come, first served; Chairman Herston agreed and added that if the program is a success it may need to be expanded.

Debrah Forester also mentioned that she has prepared a list of property owners who are either single family or multi family with less than 6 units, and will send a letter to them once CCU has confirmed the map showing utility lines. The letter will include the Rehab Grant information, a reminder that they need to connect to utilities by the end of this year, as well as information about Hands Across the Harbor. Ms. Forester stated that all property owners within the entire Charlotte Harbor CRA who meet application requirements are eligible to receive funds. Applicants should obtain a proposal to

include with application and they could accept the proposal once the grant application is accepted by the Committee. Commission Loftus arrived at the meeting.

Grant Applications – Debrah Forester mentioned that she would pass around the applications for the Committee’s review so that can see the color photos. Ms. Forester mentioned that all of the applications are complete and meet all requirements. Ms. Forester noted that there is \$45,000 allocated for this program with a limit of \$2,000 per property. **A motion was presented by Michael Haymans and seconded by Charlotte Ventola to approve all 5 grants as submitted. Motion carried unanimously.**

Architectural Standards Revisions Update – Debrah Forester reported that contrary to previous information the recommended changes to the Architectural Standards Resolution were not presented to the BCC for approval. Ms. Forester stated that she was advised by Attorney Rooney that the Architectural Standards should have been adopted by an Ordinance. Michael Haymans asked that Mr. Rooney be invited to the next meeting and this item be tabled until then. Ms. Forester will invite Mr. Rooney to the November meeting.

Hands Across the Harbor – Debrah Forester noted that sponsorship information for the Hands Across the Harbor event was distributed and labeled Attachment B. Mike Haymans reported that the Hands Across the Harbor Committee has been meeting regularly to advance the event. Charlotte Harbor members are in competition with the Punta Gorda members to see who will be the first to get 10 sponsors at the \$250 level. Mr. Haymans asked the Advisory Committee and the audience to help identify businesses who may wish to sponsor the event and give the names to Debrah Forester. Debrah Forester will provide a list of Charlotte Harbor businesses the Committee Members.

At this time Commissioner Loftus was asked if he had any comments; he did not.

NBR Subcommittee Update – The Zoning Code and NBR Proposed Changes were distributed and labeled Attachment C. Michael Haymans noted that this information was submitted at the last meeting and Committee members were requested to review and make comments at today’s meeting with regard to NBR changes and language. Charlotte Ventola asked Seann Smith for a copy of Charlotte County Code. Ms. Ventola noted that “essential services” and “Such other uses as determined by the community development director” seem to be broad statements and asked if the language should be tightened up a little. Ms. Ventola also mentioned there seems to be something missing from the off street parking paragraph at Page 8.

Mike Haymans advised that the term essential services is defined in the zoning code and includes services which are essential to public health, safety and welfare. Debrah Forester read the definition from the code. With regard to the community development director’s discretion, Mr. Haymans noted that, in general, permitted uses are listed and if not stated a use is prohibited. By including community development director’s discretion, the director is given the ability to expand on permitted uses when a similar usage is requested but in a term related to but not exactly as listed in the code. Ms. Forester noted that the title, Community Development Director, should be revised to Growth Management Director.

In addition to the recommended subcommittee changes as noted on the documentation, the advisory committee recommendations will be incorporated at the next subcommittee meeting and will include the following:

- Add language so that Advisory Committee is informed and can give input before a discretionary issue is given a final determination/interpretation by the Growth Management Director.
- Page 6, Section b.8. Change the word “sites” to “developments”; and at b.9. Define grade; is it existing grade or proposed grade. Ms. Forester will review definitions to see if “grade” is included. If it is not in the definitions, it will be clarified in revision.
- Page 6, Section c.3. Include a second parenthesis at the end of the sentence.
- Clarify that variety and specialty stores can sell food.

Debrah Forester mentioned that a Neighborhood meeting will need to be scheduled to discuss the recommendations.

Lot Clean Up – Debrah Forester reported that she spoke with the Purchasing Department; there is a company under contract with the County for lot clean up. Once properties are identified a quote could be requested. Michael Haymans will help identify critical areas. Permission must be obtained from the property owners of selected lots. This item will be put on November’s Agenda. Mr. Haymans and Ms. Forester will report on the properties they are able to contact. It was suggested a subcommittee be formed; Mr. Haymans volunteered. Ms. Forester will see if there are any property owners who might be interested in being a part of the subcommittee.

**X. New Business**

Riverwalk/Peer to Peer Approach – Debrah Forester reported that the Florida Redevelopment Association has a Peer to Peer approach to marketing an area and she suggested that the Advisory Committee invite these experts to speak. Although there is no charge for their services they do require that they be provided a place to stay. Consensus of Advisory Committee was to invite a speaker. Ms. Forester will contact the Florida Redevelopment Association and report back at the November meeting.

**XI. Correspondence/Communications** – The following information was distributed:

- Minutes from the Punta Gorda CRA meeting of October 7, 2009.
- Charlotte Sun News Clip – CRA making progress in Charlotte Harbor.

**XII. Public Comments**

Harry Thomas, resident, stated that he thought Charlotte Harbor needed more funding, an increase in tax base and development must be encouraged. Incentives are needed to get developers here. Mr. Thomas would like to see something done instead of just talking about things. He warned to be careful when putting in the stem walls as they may displace a lot of water and flood out the old properties.

Discussion followed regarding the development of Charlotte Harbor and improvements which have been done, i.e., water and sewer. It was suggested the Advisory Committee discuss the density issue in Charlotte Harbor.

Bill Schmitz, Bayshore Marine, agrees that density is an issue that should be addressed. Mr. Schmitz noted that the homeless population will increase during the winter months and he is starting to hear about gang related incidents, both issues are a concern. Mr. Schmitz volunteered to help on the clean up subcommittee. Mr. Herston asked him to give Ms. Forester contact information.

**XIII. Staff Comments**

Part-time Event Coordinator Position – Debrah Forester advised the Event Coordinator position should be advertised this coming week through the Parks Department and asked if a Committee Member would like to be a part of the interview process. Members present at this meeting suggested that Mr. Cooley be asked to participate. Ms. Forester will call Nate Cooley. Ms. Forester also advised that the Event Center is now privatized and movie equipment would need to be secured from them.

Status on Demo on Ganyard Street – Debrah Forester reported that the Ganyard Street demolition has been completed and the property is for sale.

Debrah Forester asked if the subcommittee should review the possibility of a higher density in the Riverwalk area. Michael Haymans advised that he did not know how to increase the density without the TDU process. Commissioner Loftus asked Mr. Haymans to talk with Jeff Ruggieri because he is addressing the issue with the County Attorney's Office. Discussion followed. There is a need for additional density to support transportation and activities. The Riverwalk may be the appropriate location for increased density. Ms. Forester suggested this be brought up with Peer to Peer group.

Seann Smith reminded the Committee that the Green Futures Expo and Energy Options Conference are on November 1 and 2.

**XIV. Attorney Comments** - Attorney Rooney was not present.

**XV. Member Comments**

Evelyn Loeffler mentioned that she thought Nate Cooley's and David Schmidt's idea to have NBR throughout the area was worth exploring. Ms. Loeffler reported that the areas around Central, Ganyard and Bayshore are very dark and asked if FPL might be able to remove the lighting shields, add more poles or clip the greenery.

Grace Amodeo mentioned that she thought it best to see how the NBR works out before adding more NBR to the area.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Thursday, November 19, 2009 at 10 a.m. in Room 106B of the Charlotte County Administration Center.**

**XVII. Adjournment**

There being no further business, the meeting **ADJOURNED** at 12:28 p.m.

Respectfully submitted,

Kathy M. Knee, Recorder

/kmk

Approved: \_\_\_\_\_