

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Thursday, November 19, 2009 – 10:00 a.m.
County Administration Building – Room 106B
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

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

Staff Present

Commissioner Richard Loftus
Derek Rooney, Assistant County Attorney
Debrah Forester, Redevelopment Manager
Kathy M. Knee, Recorder

Guests

Deputy Dave Kettelson, Dennis Murphy, Bill Schmitz, Candace Wehbe, Cheryl Wynn

Members Excused

David Schmidt

I. Call to Order

Vice Chairman Haymans called the November 19, 2009 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:10 a.m. in Room 106B of the Charlotte County Administration Building.

II. Pledge of Allegiance

Vice Chairman Haymans 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 – None.

V. Approval of Minutes

Grace Amodeo noted the following typos: Page 4, Public Input, third line – the word “seem” should be “see”; Page 5, second paragraph the word “completely” should be “completed”. **A motion was presented by Grace Amodeo and seconded by Charlotte Ventola to approve the Minutes of the October 22, 2009, Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee with corrections. Motion carried unanimously.**

VI. Commissioner Comments - None.

VII. Public Comments

Cheryl Wynn reported that she has named her properties Live Oak Square and she is happy to report the following businesses are located there: an aroma therapy shop, local paint and stain-glass artists, dulcimer musician who will give lessons, framing studio and an old-fashion dry good store selling antique linens, sewing notions and gardening pottery. Ms Wynn is working on a map showing the location of each business. Ms. Wynn thanked the Committee for the façade grant monies. Ms. Wynn also noted that she thinks the lot clean up suggestion is a good one. She recently had a theft at her Ganyard property. Ms. Wynn invited Commissioner Loftus and the Committee to meet the business owners.

Candace Wehbe agreed that many positive things are happening in Charlotte Harbor and asked the Committee to reconsider the art walk as a link to Ms. Wynn’s properties. Ms. Wehbe made the following suggestions:

- Provide a grant to the Arts and Humanity Council to market the area;
- Have a kayak concession at Live Oak Park, perhaps at the shelter area;
- Donate \$1,200 per year to the Hibiscus Society for hibiscus plantings in the area; and

- Move forward on smaller programs to interact with Cheryl.

Grace Amodeo mentioned that the BCC has recently approved a kayak and canoe concession at the Port Charlotte Beach Complex and, if successful, they may expand to Charlotte Harbor. Commissioner Loftus added that it was the vendor who chose to start at the Beach Complex. Discussion followed and Vice Chair Haymans suggested that Ms. Wehbe's suggestion be on December's Agenda.

Deputy Dave Kettelson, Community Policing District, noted that extra patrols have been assigned to track speeding issues; theft is increasing County wide not just Charlotte Harbor and he supports the idea of cleaning up the area both from a safety issue and as a good step to make the area attractive to incoming businesses.

VIII. Development Review Report – None.

IX. Old Business

Housing Rehab Grant Application Approvals – A revised Housing Rehab Application was distributed at the meeting. Debrah Forester reported that at first pervious concrete and pavers seemed to be an issue but vendors have now been identified. Ms. Forester noted that she has received good feedback on the Rehab Grant and the local businesses requested a similar program. Ms. Forester advised that she had 12 applications for the Committee's review and approval and mentioned she would like direction on the following prior to approval.

- 1) One property may have an unresolved code violation for a shed/garage; Committee advised Ms. Forester to hold Rehab application until any further information was received or the code issue resolved.
- 2) One applicant has requested to use castment windows, Ms. Forester requested clarification on the use of castment windows when remodeling a dwelling unit. After discuss, the committee advised Ms. Forester that castment windows were allowed but the committee would like the applicant to incorporate the mullions to reflect the architectural elements. Ms. Forester explained the applicant stated he would incorporate them with a modified 2x2 design. The committee approved the application.
- 3) Discussion regarding pervious materials was brought up and it was confirmed that the requirement to use pervious materials for driveway/walkway/pavers would remain as written to protect the storm water system from further stress.

A motion was presented by Nate Cooley and seconded by Charlotte Ventola to approve the Applications listed on Revised Attachment A, pending the resolution of the code investigation for Morrison and pending revised quotes or completed applications for pervious material on Kramny and Attard. Motion carried unanimously.

Ms. Forester noted that she added Day Care Eligibility on the Agenda so the Committee knows that the day care facility on Pinnacle is interested in grants for improvements. Since the daycare is a commercial business, it is not eligible for the housing grant assistance at this time. The owner would like to see a similar program for businesses.

Architectural Standards/Ordinance Update – Derek Rooney reported that although the intention was to amend the Resolution which established the Architectural Design Standards in Charlotte Harbor last month, Growth Management questioned whether the guidelines were actually land development regulations, which would require processing through the Planning and Zoning Board and holding two BCC public hearings. Mr. Rooney is currently reviewing this issue and explained that if standards are viewed as examples, it can be adopted by Resolution, but the guidelines contain set backs, lot coverage and other things that are really land development issues. Mr.

Rooney has been looking at the history and it appears as though the Resolution had non-binding guidelines but at some point the wording was changed and the guidelines became mandatory. If the Resolution had been included during the BCC Ordinance process this would not be an issue. These standards are binding now because they have been in place more than 5 years. Mr. Rooney will look at what other communities have done in similar circumstances. If it is not appropriate to amend the Resolution, he will make a recommendation to bring the entire set of guidelines into the Code so it is all in one place. Mr. Haymans suggested that the conservative way to do it and avoid any challenges would be to do the Ordinance; Mr. Rooney agreed and will go in that direction if necessary. If required, this could not go to Planning and Zoning until January; therefore Mr. Rooney suggested that if other changes are needed, including the mullion issue, they should be brought to the December Advisory Committee meeting.

NBR Zoning Subcommittee Update – Debrah Forester reported that the language changes proposed at the last Committee meeting were incorporated and there was some discussion about taking the NBR zoning to Jackson Street and straight down Seneca. (Chairman Herston arrived at the meeting.) Ms. Forester added that the next step would be to have a community meeting and invite everyone within a 200 foot radius of the properties proposed for change. The subcommittee suggested the meeting be held at the YMCA in Charlotte Harbor on December 10 at 5:30 p.m. The community meeting will address the language changes and map lines to determine how the property owners feel about zoning prior to giving recommendations to the BCC. Ms. Amodeo said she would not be available on December 10. December 14 was then suggested; Ms. Forester will check the availability of the YMCA. Chairman Herston asked that a presentation be prepared by the subcommittee.

Lot Cleaning Subcommittee Update – Debrah Forester advised that Bill Schmitz and George Attard met along with County staff to discuss lot cleaning and recommended that the Advisory Committee move forward to put together a dollar amount to clear lots with a licensed mulcher. A \$55 permit will be required and a legal request from the property owner signing off any liability to the County or the CRA. Some properties have been identified: the piece of property by Guard and 41 owned by a doctor; large lot on Bayshore, Pinion and Main; lot on Parmely and Bayshore. Once cleaned up, an application will be sprayed to delay the regrowth of exotics. If the Committee is in agreement about moving forward, Ms. Forester will take this program to the BCC with a request to use \$10,000 of CRA funds. Programming funds which were tied to business development or funds for community policing could be used. **A motion was presented by Michael Haymans and seconded by Nate Cooley to approve the recommendations of the subcommittee to move forward with cleaning the lots indicated. Motion carried unanimously.**

Peer to Peer Program – Debrah Forester reported that she spoke with the Florida Redevelopment Association and they would be available to visit in early January to discuss the Charlotte Harbor Riverwalk Area. This would be a community meeting to learn about available options, what has worked in other CRAs and how to market the area.

Hands Across the Harbor Event – Status Report and Business List – A list of Charlotte Harbor businesses was distributed and labeled Attachment B. Two sponsors have sent in \$50 checks. Posters are now available to put around town. Don McCormick is working on a public service announcement for Clear Channel.

Harbor Walk Project – Debrah Forester reported on the following:

- The 60% plans are completed and are being reviewed;
- She met with David Milligan, Parks & Rec, who informed her about the impact of the wave action and tide at Bayshore Park to the sidewalk. Maintenance is a concern; Mr. Milligan's comments will be incorporated into the final plan.

- The Army Corps sent notice that the seawall work will not be an issue and can be done with a replacement permit.
- FDOT has advised that it may take some time to get permitting for right of way because of Homeland Security requirements.
- At the Technical Advisory Committee meeting for the MPO, the draft work plan for FDOT was presented and the Harbor Walk project is listed on the FDOT work plan in 2014-2015 for \$1.2 million. The 5 year work plan is scheduled to be approved in July 2010.

Special Events Coordinator – Debrah Forester mentioned that the interview process has been completed and thanked Nate Cooley for his assistance. Elizabeth Spice accepted the position of Special Events Coordinator and will start as soon as the H/R process is complete. Ms. Spice will be asked to attend the Advisory Committee meeting once her employment starts. Ms. Spice's resume was passed around to Committee Members.

Chairman Herston asked for a 10 minute recess so that Debrah could call the YMCA to determine availability on December 14.

X. New Business

Business Survey – A copy of the Business Directory which was compiled while doing the business survey was distributed and labeled Attachment C. Debrah Forester advised that 75 people participated in telephone survey and she will begin to go door-to-door to get more business input. The Business Directory could be used to identify a vendor for a particular product. It could be available on the web or printed hardcopies if necessary. It was suggested that Ms. Forester call Gary Quill at the Charlotte County Airport to see about posting Charlotte Harbor CRA information at the airport.

Newsletter – A sample newsletter was shown to Committee Members. Debrah Forester suggested creating a quarterly newsletter with positive information about the CRA. The newsletter could be called “Meet me in Charlotte Harbor” or “The Beacon”; articles could include the highlighting of businesses. It was suggested that the Charlotte Harbor website include a way to collect e-mail addresses.

Land Purchase Opportunities – Debrah Forester advised that she would like to go to the BCC with a Resolution that would give the Real Estate Services Office direction on participating in the review of land and buildings. **A motion was presented by Michael Haymans and seconded by Nate Cooley to recommend that the BCC pass a Resolution to enable the Real Estate Services Department to review land and buildings in the targeted Charlotte Harbor area that may become available due to unpaid tax certificates or foreclosures that do not fall under the Neighborhood Stabilization Program. Motion carried unanimously.** Ms. Forester will work with Mr. Rooney on this Resolution. Dennis Murphy, City of Punta Gorda, stated that when he worked for the County they had great success with this type of program.

XI. Correspondence/Communications

A copy of the Minutes from Punta Gorda CRA meetings of November 4, 2009 was included in the meeting packet.

E-Mail from Candace Wehbe dated 11/5/09 – Charlotte Harbor Subjects was included in the meeting packet.

XII. Public Comments

Candace Wehbe suggested shell, a natural solution, be used for driveways. Jim Herston noted that shell is prohibited per County Ordinance 89-44 but the County Engineer has the option to allow shell in the right of way (where the driveway meets the pavement).

Bill Schmitz stated that the lot clean up program is a good idea and it is necessary. He noted that one of the Lot Cleaning meeting's attendees was assaulted on his way home from the meeting. Mr. Schmitz noted that he thought that an NBR area with small quaint shops would compliment Charlotte Harbor; having the zoning available increases the desirability of the area.

Dennis Murphy advised that the Punta Gorda CRA's stimulus funded project, the construction of Linear Park Phase 1 from the end of the Retta Esplanade cul-de-sac at Fisherman's Village to the other side of Olympia, should start at the end of December. On May 1 and 2 there will be a Pedal in Paradise bicycling event, which will start at Laishley Park. Several bicycling trips are scheduled.

XIII. Staff Comments

Debrah Forester noted that after Ms. Loeffler reported a dark area in Charlotte Harbor, Public Works was notified and the bulb was replaced. Ms. Forester added that during the lot clearing subcommittee meeting, it was suggested to do street lights and sidewalks on Parmely Street, a park entry area, and at Sibley Bay, another main entry from 41 to the park. Ms. Forester will prepare a proposal for decorative street lights and sidewalks. Discussion followed regarding general idea and funding; consensus of Committee was to go ahead and prepare proposal.

XIV. Attorney Comments - None.

XV. Member Comments

Evelyn Loeffler reported that she called for a port-a-potty to be returned to the fishing pier. It was promised to be placed at the fishing pier within 3 days but it has not yet been done. Ms. Loeffler also noted that the fishing pier near the Historic Center needs lighting. Ms. Forester will look into lighting issue.

Chairman Jim Herston advised that he will be late for December 17th Advisory Committee meeting.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Thursday, December 17, 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 12:26 p.m.

Respectfully submitted,

Kathy M. Knee, Recorder

/kmk

Approved: _____ 12/17/09