

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Thursday, December 17, 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**

Debrah Forester, Redevelopment Manager  
Derek Rooney, Assistant County Attorney  
Elizabeth Spicer, Event Coordinator  
Seann Smith, Planner II  
Kathy M. Knee, Recorder

**Guests**

Candace Wehbe, Cheryl Wynn, Cassandra Wooden,  
Obad Sinn

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**Members Absent**

David Schmidt

**I. Call to Order**

Vice Chairman Haymans called the December 17, 2009 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:06 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**

**A motion was presented by Grace Amodeo and seconded by Charlotte Ventola to approve the Minutes of the November 19, 2009 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written. Motion carried unanimously.**

**VI. Commissioner Comments - Commissioner Loftus was unable to attend this meeting.**

**VII. Public Comments**

Candace Wehbe made comments on the following: community looks good due to the Rehab Grants; home businesses in Punta Gorda are being reviewed and suggested that the property owners be invited to set up their home/business in Charlotte Harbor; mandatory sewer hookup is causing hardships and suggested a 5 year payment plan at a interest rate of 2% be offered instead of placing a lien on the property, include commercial property owners; hire an expert to investigate ways to connect Bayshore Park and the NBR district, making it appropriate for both traffic and pedestrians.

Cheryl Wynn mentioned that she has 5 businesses in the NBR area and suggested the use of monument signs in the Bayshore Live Oak area as well as a three way stop sign to slow traffic.

Discussion of Public Comments followed which included:

- CCU payment plan: consensus was to invite CCU to the January meeting to discuss this issue.
- Signage: the kiosk at Bayshore Park can be used to direct visitors to NBR neighborhood. It was suggested that signage be discussed later in the meeting under New Business.
- Expert for street design: Kimley-Horn is under contract with the County and could work on circulation and safety. Florida Redevelopment Association will focus on Riverwalk but their suggestions might also bring ideas for NBR area.

**VIII. Development Review Report - Mr. Haymans has nothing at this time.**

**IX. Old Business**

Special Events – Elizabeth Spicer, the new Event Coordinator, introduced herself and listed some of her ideas for upcoming events: Valentine’s Day Event/vow renewal at sunset; dog show in March; Women’s Trade Fair just before Mother’s Day; a theater camp in June; stand up comedy camp for kids; face and body painting; music under the stars; movies under the stars. Some of the costs will be covered by vendor fees, registration fees and by using volunteers. Ms. Spicer was asked to look into planning events on Friday evenings.

Art Walk Project Request – Candace Wehbe reported that she spoke with Judy Malbuisson, Executive Director of the Arts & Humanities Council of Charlotte County, who is willing to oversee the project but would need funding. Ms. Malbuisson could speak to the Advisory Committee in January. Ms. Wehbe also contacted Julie Mathis, Charlotte County Chamber, to enlist her assistance should the project be approved.

At 10:31 a.m. Chairman Jim Herston arrived and Mr. Haymans turned the meeting over to him.

Recap of December 14 Community Meeting – Michael Haymans reported the following:

- Consensus from community to approve changes shown in yellow highlight on the map entitled Charlotte Harbor CRA Potential Rezoning Area - changing Coastal Residential to NBR north of Seneca and NBR to Commercial on 41 properties.
- Planned language changes shown in the Proposed Changes Neighborhood Business Residential Comprehensive Plan Land Use Designation Draft Version December 9, 2009 are appropriate and should be moved forward.
- The majority of people who attended the workshop were in favor of changing more lots to NBR.

Debrah Forester advised that the next step is for Advisory Committee to submit a Comprehensive Plan amendment application to the Growth Management Department before January 19, 2010. Ms. Forester will confirm that each property owner, whose lot is shown in yellow highlight on the Charlotte Harbor CRA Potential Rezoning Areas map, would like to be included in the map change. The language change will be submitted as proposed. Seann Smith advised that if this is not accomplished by the January due date, the next opportunity would be another year away.

**A motion was presented by Michael Haymans and seconded by Evelyn Loeffler to have the Charlotte Harbor CRA Advisory Board move forward with the Comprehensive Plan map amendment as shown on the map labeled Charlotte Harbor CRA Potential Rezoning Areas to change the Comprehensive Map from Coastal Residential to NBR (north of Seneca) and the two lots on US 41 from NBR to Commercial, subject to property owner approval which will be obtained by County staff. A brief discussion followed. This motion was amended by Michael Haymans and seconded by Nate Cooley to have the Charlotte Harbor CRA Advisory Board move forward with the Comprehensive Plan Map (and zoning changes) shown on the map labeled Charlotte Harbor CRA Potential Rezoning Areas to amend lots zoned as Coastal Residential to NBR (north of Seneca) and lots zoned NBR to Commercial (U.S. 41 properties), subject to property owner approval which will be obtained by County staff. If owner approval is not received on the Jackson Street properties, those properties will be omitted from the Comprehensive Plan amendment and rezoning plan. Motion carried unanimously.**

**A motion was presented by Michael Haymans and seconded by Nate Cooley to recommend moving forward with language to Comp Plan as presented at Community Meeting of December 14, 2010 in document titled Proposed Changes Neighborhood Business Residential Comprehensive Plan Land Use Designation Draft Version December 9, 2009. Motion carried unanimously.**

**A motion was presented by Michael Haymans and seconded by Nate Cooley to recommend moving forward with language to Land Development Code as presented at Community Meeting of December 14, 2010 in document titled Charlotte Harbor Land Development Code Proposed Revisions to Coastal Residential and Neighborhood Business Residential.**

Discussion followed regarding inconsistencies in the child care and adult care language and types of laboratories. Michael Haymans suggested this motion be tabled until next month so that the committee and the community may further review language. Committee member comments should be e-mailed to Debrah Forester and the Charlotte Harbor webpage should be revised to allow community input on this issue.

Michael Haymans suggested that the Committee discuss the expansion of NBR along Bayshore and get community involvement through additional workshops. Although there was a suggestion to expand NBR to the other side of 41, consensus of the Committee was that it should address one area at a time. A separate study would need to be done for the other side of 41.

Resolution for Property Acquisition – Debrah Forester mentioned that last month there was discussion about bringing a Resolution before the BCC in January to allow the acquisition of the property within Charlotte Harbor. Ms. Forester asked for direction from the Committee with regard to what properties would fit the needs of the CRA and what budget line should be reallocated. Discussion followed: property to be acquired should be used for parking, stormwater or remove eyesores, especially if property is located in target area or Riverwalk area; funds in the amount of \$100,000 could be allocated to fund land acquisition from the Gateway project funds.

**A motion was presented by Michael Haymans and seconded by Grace Amodeo to recommend to the BCC the adoption of a resolution to authorizing Real Estate Services to acquire property within the Charlotte Harbor CRA that meets its goals. Motion carried unanimously.**

**A motion was presented by Michael Haymans and seconded by Nat Cooley to reallocate funds in the amount of \$100,000 from the Gateway project line item for land acquisition, with approval to reallocate \$100,000 more should it be needed. Motion carried unanimously.**

Community Clean Up/Lot Mowing Program – Debrah Forester noted that a document titled Charlotte Harbor CRA Draft Policy Guidelines for Vacant Property Maintenance Program was handed out at the beginning of the meeting. Ms. Forester summarized the document which explains the clean up policy, a 2 year maintenance program with pesticide spray and the property owner's responsibility after the 2 year period. Discussion followed and included funding and a revision to Paragraph E.

**A motion was presented by Michael Haymans and seconded by Evelyn Loeffler to recommend forwarding the Policy Guidelines for Vacant Property Maintenance to the BCC, with a revision to Paragraph E to include the property owner will be responsible for continued maintenance in accordance with County policy, a budget commitment of \$10,000 and an opportunity to increase the budget by an additional \$10,000, if necessary, and the recommendation that the Advisory Board review the contract agreement prior to use. Motion carried unanimously.**

Status and Approval of New Applications – Debrah Forester advised that the Housing Rehabilitation Grant Program spreadsheet was updated to include 4 additional requests, and labeled Attachment A in the meeting packet. Ms. Forester noted that if the 4 applications are approved there would be \$897 remaining for this budget item. One application is on hold; Ms. Forester will contact Mr. Attard to determine status. **A motion was presented by Michael Haymans and seconded by Nate Cooley to approve the 4 application submitted. Motion carried unanimously.**

**X. New Business**

Meeting Calendar for 2010 – The meeting calendar for 2010 was distributed with the meeting packet.

Street Design Charlotte Harbor Entry Points – Debrah Forester discussed the entry points with Kimley-Horn and they requested a scope of work. Kimley-Horn will be able to review a survey of the area which Public Works has. Since there is no scope of work, the item was tabled until the January meeting.

**XI. Correspondence/Communications**

The Minutes of the Punta Gorda CRA Meeting on December 2, 2009 were distributed with the meeting packet.

**XII. Public Comments**

Cassandra Wooden asked if all Charlotte Harbor property owners in the proposed rezoning area were contacted prior to the December 14<sup>th</sup> Community Meeting. Debrah Forester advised they were contacted.

Obed Sinn noted that he attended the recent Community Meeting and wonders why the zoning changes are being done in the middle of the community and not on Bayshore. Mr. Sinn would like to see the rezoning of the Bayshore corridor to NBR.

Harry Thomas urged that the CCU payment plan be researched so that people don't have to move out of the area.

Candace Wehbe suggested that a subcommittee be created to work on the entries into Charlotte Harbor. Discussion followed regarding the use of subcommittees. Jim Herston suggested that this item be discussed at the January meeting.

**XIII. Staff Comments**

Michael Haymans recited his Christmas poem.

Debrah Forester noted that the CRA Advisory Committee typically holds a joint meeting with the BCC during the first quarter of each year to discuss the annual work plan. She will begin to work on scheduling the meeting. It was suggested that March would be the best month.

Jim Herston reported that the brochure display at the Charlotte County Airport would be a good place to leave materials about the Charlotte Harbor CRA.

Derek Rooney reported that he is working on the Design Ordinance and asked if there were other issues that needed to be included. It was suggested that single and double hung windows and mullions be addressed. Evelyn Loeffler suggested it might be beneficial to expand on language to describe old Florida vernacular; it seems to be too restrictive.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Thursday, January 28, 2010 at 10 a.m. in Room 119 of the Charlotte County Administration Center.**

**XVII. Adjournment** - There being no further business, the meeting **ADJOURNED** at 12:07 p.m.

Respectfully submitted,

Kathy M. Knee, Recorder

/kmk

Approved: \_\_\_\_\_ 01/28/10