

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Monday, May 3, 2010 – 11:00 a.m.**  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Michael Haymans, *Vice Chairman*  
Nathaniel Cooley  
Evelyn Loeffler  
Charlotte Ventola  
Garland Wilson

**Staff Present**

Commissioner Richard Loftus  
Derek Rooney, Assistant County Attorney  
Debrah Forester, Redevelopment Manager  
Seann Smith, Planner II  
Elizabeth Spicer, Event Planner  
Simone N. Petché, Recorder

**Members Absent**

Grace Amodeo, *Secretary*

**Guests**

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**I. Call to Order**

Chairman Herston called the May 3, 2010 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 11:00a.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; Ms. Ventola confirmed a quorum was present.

**IV. Additions/Deletions to Agenda**

- Chairman Herston noted that Item C – “Code Enforcement Officer” under Staff Comments should be deleted from the agenda and postponed until next month.
- Item A – “Elizabeth Spicer (April Update)” under Staff Comments moved to Old Business after Item A.

**V. Approval of Minutes**

**A motion was presented by Ms. Ventola and seconded by Ms. Loeffler to approve the Minutes of the April 19, 2010 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written. Motion carried unanimously.**

**VI. Commissioner Comments - none**

**VII. Public Comments**

Cassandra Wooden noted that she heard Ms. Loeffler state at a previous meeting that one third of Charlotte County’s homeless have criminal backgrounds. She asked the Committee what the source of this statistic was. Chairman Herston said he would report back to her with this information.

**VIII. Development Review Report**

Chairman Herston reported that the new medical facility should start construction in 30 days.

**VIII. Old Business**

a. Neighborhood Business Residential Map Amendment – Derek Rooney  
Ms. Forester provided an overview of the status of property owners who have signed affidavits giving the CRA permission to act on their behalf to rezone the property. She reported that she

has not received any additional information from the church and is seeking direction on which way to proceed. She asked County Attorney Derek Rooney to speak to the Committee about how to proceed with non-responsive property owners and the property owner who declined to be rezoned. Mr. Rooney stated that given the owners' unwillingness to cooperate, the Committee cannot go forward as an applicant and change the zoning to NBR or commercial in the case of the property on US41. It can make a recommendation to the Board of County Commissioners (BCC) for the BCC to make this change without the owners' acceptance based on a community-wide planning effort. Commissioner Loftus proposed that the Committee make a recommendation to the BCC. There was discussion among Committee Members regarding who has and who has not yet responded and whether to include additional properties along US 41, which were not contacted during the study period. Mr. Rooney proposed that the Committee go to the BCC with the changes identified and have Growth Management look at adding additional properties. ***A motion was made by Mr. Cooley and seconded by Mr. Wilson to use Mr. Rooney's recommendation to go to the BCC with identified changes and ask Growth Management to look at the possibility of including additional properties in the planning process. Motion passed unanimously.***

**b.** Elizabeth Spicer (April Update)

Ms. Spicer reported that there is great opportunity in Bayshore Live Oak Park to increase economic development, especially with the upcoming Mother's Day Event, which will have 35 or more vendors. She would like to establish events that can be done once a month and be repeated every year. Ms. Spicer is planning a Fourth of July event, a large-scale Wine Festival later this fall and holiday events in the winter. Chairman Herston mentioned the idea presented at the last meeting of including sunfish sailing events at the park, which Ms. Spicer said she is developing ideas for. Ms. Loeffler asked where the money generated from these events goes and Ms. Forester replied that the Parks & Recreation Department receives the money.

**c.** Zoning Changes (Neighborhood Business Residential) (Attachment B)

Ms. Forester stated that with the Comp Plan and map changes, she would like to bring back to the Committee the zoning changes that would need to be implemented for the NBR district. Mr. Haymans, chairman of the Planning and Zoning Subcommittee, was comfortable with the zoning code changes already proposed, but stated that if they need to be reviewed again, he would agree to have a meeting to discuss them. It was noted that since Mr. Schmidt is no longer on the Committee, another person would need to act as his replacement. Chairman Herston volunteered to take his position and Ms. Forester agreed to coordinate the meeting.

**d.** Architectural Design Standards (Light Standards, shed changes)

Ms. Forester brought the design standards to the Committee's attention for the following reasons: 1) The Committee had previously discussed changing the shed standards and clarification on window standards, 2) the need to adopt the standards by ordinance, and 3) including more specific lighting standards into the code. She suggested that the zoning subcommittee may want to look at these issues. Mr. Rooney recommended that if other changes will be recommended that the Committee should bring them all forward at one time because of the lengthy time needed for processing them. The consensus of the Committee was to have the Subcommittee review the Architectural Standards when they meet to discuss zoning changes and put together a packet of information.

## **IX. New Business**

**a.** April Rehabilitation Grant Applications

Ms. Forester reported that one new application was received this month for approximately \$1,600 as stated in the attachment. However, this morning she received a written request to increase the amount of an additional \$250 for a tree purchase and asked for the Committee for approval of the application with the additional \$250. ***A motion was made by Mr. Haymans and seconded by Mr. Cooley to approve the application including the \$250 purchase of the tree. Motion carried unanimously.***

**b.** Logo Design

Ms. Forester spoke with two professional graphic designers about creating the logo. She asked the Committee for suggestions on whether or not to seek out these professionals and how to proceed with plans for the logo design. Mr. Haymans recommended moving forward quickly by hiring an experienced professional and recommended Clif Lindberg. Mr. Cooley also proposed doing a competition among the local high school or Technical Center students. The Committee discussed both ideas and overall, members agreed that it would most likely be best

to hire a professional since the school year is coming to a close and a professional would have more experience. Chairman Herston asked Ms. Forester to contact Mr. Lindberg and have him present at the next meeting.

**XI. Correspondence/Communications**

a. The Minutes from the April 21, 2010 Punta Gorda CRA meeting were distributed to Committee Members as an informational sheet.

**XII. Public Comments - none**

**X. Staff Comments**

a. Newsletter

Ms. Forester noted that the newsletter distributed to the Committee Members this morning was also mailed to commercial property owners and posted online. She received two calls from property owners who were interested in applying for the grant program and the Zoning Department also received calls regarding the sign code as a result of the newsletter. She suggested it may be a good idea to distribute this type of newsletter once or twice a year in addition to the annual newsletter.

b. Mr. Smith noted that the text amendment will be discussed at the Planning and Zoning meeting on May 10<sup>th</sup> at 1:30pm and that it would be in the Charlotte Harbor CRA's best interest for a representative to attend, although it is not required.

**XI. Attorney Comments – none**

**XII. Member Comments**

Mr. Wilson stated that he checked the design standards for lighting in various areas, but was only able to find very vague standards. Mr. Haymans announced that the Freedom Swim will take place on July 4<sup>th</sup> at 9am in the Charlotte Harbor.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, June 7, 2010 at 11 a.m. in Room 119 of the Charlotte County Administration Center.**

**XVII. Adjournment**

There being no further business, the meeting **ADJOURNED** at 11:56 a.m.

Respectfully submitted,

Simone N. Petché, Recorder

/snp

Approved: June 7, 2010