

**MINUTES - corrected**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
**Monday, April 1, 2013 – 10:30 a.m.**  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Garland Wilson, *Vice Chairman*  
Charlotte Ventola, *Secretary*  
Nathaniel Cooley  
Susan Dupper  
Delmar Wooden

**Staff Present**

Commissioner Ken Doherty  
Debrah Forester, Redevelopment Manager  
Roxann Read, Planner II  
Elizabeth Spicer, Event Planner  
Kathy Knee, Recorder

**Members Absent**

Michael Haymans

**Guests**

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**I. Call to Order**

Chairman Jim Herston called the April 1, 2013 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:30 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 by Charlotte Ventola; a quorum was present.

**IV. Additions/Deletions to Agenda – None.**

**V. Approval of Minutes**

**A Motion was presented by Charlotte Ventola, seconded by Garland Wilson and unanimously approved to accept the Minutes of the March 4, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as written.**

**A Motion was presented by Garland Wilson, seconded by Charlotte Ventola and unanimously approved to accept the Minutes of the March 7, 2013 Charlotte Harbor Community Meeting, as written.**

**VI. Commissioner Comments – Commissioner Doherty asked the Committee if they would like to have Public Input added to the Agenda of the upcoming joint meeting of the BCC and the Charlotte Harbor CRA Advisory Committee; let him know and then he will advise the Attorney's office.**

**VII. Public Comments – Harry Thomas recommended that the Committee take a field trip to look at the waterfront because when working with the height ordinance the second step requires the owner to give up 12 foot of right of way. By viewing the actual area, you could better see what is actually being given away with that requirement. You may be taking away the best use and the essence of the area to put up a walkway. This 12 foot right of way requirement might be best served at the third step when adding height.**

**VIII. Development Review Report – Jim Herston noted there is no new development activity to report but there were 3 or 4 sign permits issued.**

## VIII. Old Business

- a. Elizabeth Spicer's Report – Ms. Spicer reviewed her March Activity Report, which was distributed at the start of the meeting. The Dog Show was the big event this past month with a great turnout. Ms. Spicer reviewed upcoming events.
- b. Comments on Community Meeting – Debrah Forester asked if the Committee had any comments on the recent Community Meeting. The Committee members had no comments. Ms. Forester noted that Melbourne Street should be included in the wayfinding project. The consensus was, it was a good meeting with good participation.
- c. Status of Amendment to Rules and Procedures – Debrah Forester reported the revised Rules and Procedures document is scheduled to go before the BCC on April 23. The Attorneys Office asked that reference to Chairman and Vice Chairman be changed to Chair and Vice Chair; this has been included in the revised document.
- d. Gateway Properties – Debrah Forester reported that a meeting with the new property owner has been scheduled to see what can be done to make the old hotel site more presentable. Ms. Forester will give a report to the Committee at its next meeting.
- e. Riverwalk Boundaries – Maps of the existing and proposed Riverwalk boundaries were included in the meeting packet. Ms. Forester displayed the GIS map on the computer and viewing screens to point out the properties that would not be impacted by an increase of density per discussions with Community Development and it was suggested that these properties be deleted from the Riverwalk district, resulting in the area shown on the proposed boundaries map. The proposal would leave what has the greatest potential and eliminate an increased impact to transportation. Discussion followed.
  - Garland Wilson stated the creek or slough has historic value as the first logging area and he would hate to see it lost in development. Ms. Forester noted this was considered and the planners thought green space could be created there to allow continued use of the area.
  - Charlotte Ventola noted she was against reducing the Riverwalk area and thought the boundaries should remain as is to allow flexibility to future development.
  - Staff noted that nothing is being taken away from the property owner. Venkat Vattikuti stated that changing the density in high coastal area required a traffic study. The parcels being eliminated are not suitable for the increased density but if they remain in the Riverwalk district could cause traffic count issues. The Committee asked to see more details of the traffic study.
  - Jim Herston asked if Mr. Vattikuti was suggesting that Charlotte Harbor should stop growing at this time. Mr. Vattikuti noted he was not suggesting that but was sharing information so the Committee could direct staff in an effort to move forward.

**A Motion was presented by Susan Dupper, seconded by Nate Cooley, to recommend to the BCC that the density in the original Riverwalk area be increased from 15 to 24 units per acre. This Motion carried 5:1, Garland Wilson opposing.**

- f. Harbor Walk Phase 1B Status – Debrah Forester advised that the RFP is in the Purchasing Department. A lobbyist has talked with FDOT regarding advanced funding for the Harborwalk Phase 1 but staff has not yet been briefed.
- g. Trails and Wayfinding – Parmely Street – Debrah Forester noted a Letter of Interest Request has been sent to Purchasing for processing.
- h. Watershed Master Plan – Ms. Forester thanked the Chair for attending the recent MSBU meeting. The Greater Port Charlotte MSBU approved funding support for 3 additional projects in fiscal year 2014. Administration has submitted a Watershed Master Plan application to the State Restore Act for funding from the BP oil spill money. Ms. Forester will keep the Committee posted if funds are received.
- i. Certified Site Program – Debrah Forester noted that sites that are ready to be marketed and that qualify for the Certified Site Program need to be identified. This could be a Committee effort. The

Committee could be sharing the information with property owners and realtors. The program has already been kicked off in the airport area and can be mirrored. The EDO will post signs on the sites that have met all requirements. Those certified site will also be available to EDO staff when prospects call. Susan Dupper asked to see a completed package. Ms. Forester suggested that Lucienne Pears be invited to the May meeting to talk about the program. It was noted that revisions should be made to the questionnaire - at #14, an end parenthesis should be added; and at #15, the line should not be dashed.

- j. Height Ordinance – Ms. Forester suggested a separate meeting and/or site visit be held to discuss the Height Ordinance. A goal would be to determine how to allow public access to the area. The Ordinance may need more flexibility. It was the consensus of the Committee to hold a workshop. Staff will try to schedule a special meeting at the Historical Center. Ms. Ventola mentioned the height figures in the Ordinance do not add up to 90 feet at Section C.
- k. BCC Joint Workshop – A draft Agenda for the Joint Meeting of the BCC and the Charlotte Harbor CRA Advisory Committee was included in the meeting packet. The items that were listed in the Committee's letter to the BCC Chair are included as Agenda items. Ms. Forester reviewed the Agenda and noted that since three commissioners were at the Community Meeting, the presentation could be shortened. Jim Herston suggested the Pledge of Allegiance be included. It was the consensus of the Committee to include Public Input on the Agenda; it should be listed before Committee Comments. The Joint Meeting will be held on April 16 starting at 2 p.m. in Room 119. Debrah Forester will send a copy of Agenda to BCC.

**X. New Business**

- a. Marketing Plan – Debrah Forester reported the EDO is working on its plan for next year's budget which will include marketing the CRAs. For Charlotte Harbor this could include the creation of new visuals for the Gateway/Riverwalk area and active recruitment. The end user must be identified in order to have a successful marketing campaign.

**XI. Correspondence/Communications** – The following information was forwarded with the meeting packet:

- a. Minutes from Punta Gorda CRA meetings of March 6, 2013
- b. Letter to John Gentis
- c. Final Annual Report

**XII. Public Comments**

Mike Hamilton, owner of Banana Bay Motel, stated that vacating Bayshore is an important decision and it is necessary to know prior to deciding density, if the road vacation is going to happen. It is difficult for both the seller and buyer to come to a decision if future plans are unknown. Mr. Hamilton would like the BCC and the CRA Advisory Committee to meet with the property owners to determine as a unit what the future holds.

Evelyn Loeffler noted the layout of the original restrooms in the park lacked oversight and asked if someone was overseeing the construction the new projects and making sure all regulations were being followed.

**XIII. Staff Comments** – Ms. Forester stated a Riverwalk group was formed some time ago and could be resurrected to discuss the road vacation. The Certified Site Program could be helpful in determining property value as this is a question on the application.

**XIV. Attorney Comments** – None.

**XV. Member Comments**

Delmar Wooden agreed that project coordination issues need to be addressed and mentioned the stormwater backup near the Dick Loftus Bridge which was brought up at the Community Meeting. Ms.

Forester reported that staff sent pictures of the standing water to the stormwater engineer. Ms. Forester also stated that if Committee members bring issues to her attention, she will forward them to the appropriate person.

Susan Dupper stated that this is the time for branding the area. The certified program will help.

Charlotte Ventola recommended getting property owners involved in projects sooner rather than later.

Nate Cooley noted that when bringing people to the table the naysayers seem to be the loudest and suggested the naysayers be brought to the table to find out their concerns and try to help. Mr. Herston agreed with Mr. Cooley.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor CRA Advisory Committee is scheduled for May 13, 2013 at 10:30 a.m. in Room 119.

**XVII. Adjournment**

There being no further business, the meeting ADJOURNED at 12:18 p.m.

Respectfully submitted,



Charlotte Ventola, Secretary

Approved: *May 13, 2013*