

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, July 1, 2013 – 10:30 a.m.

Charlotte County EDO Conference Room, Sun Trust Bank Building
18501 Murdock Circle, Suite 302, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Garland Wilson, *Vice Chairman*
Susan Dupper
Michael Haymans
Delmar Wooden

Staff Present

Debrah Forester, Redevelopment Manager
Inga Williams, Principal Planner, Community Development
Kathy Knee, Recorder

Guests

Peter VanBuskirk, Kimley-Horn and Associates, Inc.

Members Absent

Charlotte Ventola, *Secretary*
Nate Cooley

I. Call to Order

Chairman Jim Herston called the July 1, 2013 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:34 a.m. in the Charlotte County Economic Development Office, located in Suite 302 of the SunTrust Bank 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 Debrah Forester; a quorum was present.

IV. Additions/Deletions to Agenda – Debrah Forester asked to add the Height Ordinance at the end of Old Business.

V. Approval of Minutes

A Motion was presented by Michael Haymans, seconded by Garland Wilson, and unanimously approved to accept the Minutes of the May 23, 2013 Height Ordinance Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as written.

A Motion was presented by Garland Wilson, seconded by Michael Haymans to accept the Minutes of the June 3, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee. Susan Dupper noted a correction was needed at Page 2, IX.c. at the next to the last sentence which should read: Susan Dupper advised there is not a grant available to homeowners to clear exotic plants. The word “not” was omitted. The Motion was amended by Garland Wilson, seconded by Michael Haymans and unanimously approved to accept the Minutes of the June 3, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as corrected.

VI. Commissioner Comments – Due to a Special Meeting of the BCC, Commissioner Doherty was unable to attend today's Advisory Committee meeting.

VII. Public Comments –

Evelyn Loeffler noted she had property for sale which the Committee might wish to consider for parking purposes. She has offered these properties for parking at functions in the past and they

seemed to fit the need. Mr. Haymans asked Ms. Loeffler to submit this offer in writing to the Chair and include the legal description and the asking price for each property.

VIII. Development Review Report – Jim Herston noted that the property next to Rooms To Go will be requesting a signage review in September. Coral Rock Café is remodeling.

IX. Old Business

a. Bayshore Park Update – Elizabeth Spicer reported she has a new supervisor at Community Development, Maureen Broderick, who in turn reports to the Director, Tommy Scott. Ms. Spicer will be meeting with Ms. Broderick weekly. The park event schedule for next year has been put together and should be reviewed and approved later this week by Community Services. Basically sticking with what has worked in the past. Peace River will be a sponsor for the Wine Fest; Project Phoenix will donate wine glasses for the event which will be sold at the festival. An artist has been secured for the Grace Amodeo Memorial Bench, which will be dedicated during the Wine Fest.

b. Elizabeth Spicer Report – See above.

c. Harbor Walk Update - Debrah Forester advised that a letter to the FDOT requesting to advance the project was prepared for signature; this will be on the July 23 BCC Agenda. Staff has had several conversations with FDOT staff who indicated this may be a good time to resubmit the request for advancement.

Ms. Forester distributed an informational handout regarding Harbor Walk Phase 1B. The fees were negotiated and the project will include 100% of the design plan and the all permits for the walkway under the bridge. If approved by the Committee this contract could be taken to the BCC on 7/23 (there will not be a BCC meeting in August). CRA funds have already been set aside for this phase. Peter VanBuskirk gave an overview of the project and noted that Johnson Engineering will do the property survey. Discussion followed and it was the consensus of the Committee to table approval until the next meeting so that the information can be reviewed. This item will be put on the September meeting Agenda.

d. Architectural Standards – The Architectural Standards went before the P&Z Board which recommended new language to allow flexibility. Inga Williams recited the current language and suggested change:

CURRENT: The determination as to whether a General Requirement and Specification affects a particular development activity will be made by the Zoning Official and/or a designee.

SUGGESTED: If a development includes renovations to or new construction for any of the architectural elements listed in this subsection, the development activity will need to comply with the General Requirement and Specification pertaining to that element. The Charlotte Harbor CRA Advisory Committee, or designee, may make a recommendation to the Zoning Official, or designee, that the change is minor and that an architectural requirement not apply to a particular portion of a development. The Zoning Official will make the final determination of which architectural element requirements apply to the development.

This item will go before the BCC on July 23 at a Public Hearing scheduled for 2 p.m. Someone from the Charlotte Harbor CRA Advisory Committee should attend.

e. Height Ordinance – Ms. Forester distributed and reviewed a draft of the revisions made by Inga Williams after last meeting. Mr. Herston noted the Riverwalk should be defined in the document.

At (1)b.1 – the word not should be inserted at the second sentence: Future development of the easement shall not hinder... This item should be included on the September meeting Agenda.

X. **New Business** – None.

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

- a. Minutes from Punta Gorda CRA Meetings of June 5, 2013 and June 19, 2013
- b. Newspaper Article on Bayshore Live Oak Park

XII. **Public Comments**

Evelyn Loeffler cautioned that as the Harborwalk construction continues special attention should be taken with the placement of the restrooms to insure accessibility. Ms. Loeffler also asked if the rubber material sprayed on the playground is heat resistant; there was a problem in Punta Gorda. Debrah Forester will ask Mike Koenig about this.

Bill Schmidt thanked the Committee for holding the public meetings on the height ordinance.

XIII. **Staff Comments** – None.

XIV. **Attorney Comments** – None.

XV. **Member Comments**

Jim Herston reported that he attended a CRA training session with Susan Dupper and Debrah Forester in Fort Myers. It was informative and a great learning tool. Mr. Herston shared a handout from meeting with the Committee members.

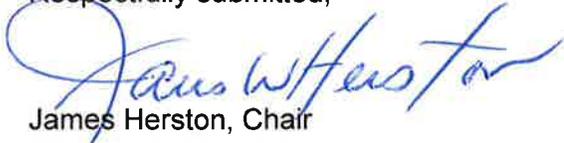
XVI. **Next Meeting Date**

The next regular meeting of the Charlotte Harbor CRA Advisory Committee is scheduled for September 9, 2013 at 10:30 a.m. in Room 119.

XVII. **Adjournment**

There being no further business, the meeting ADJOURNED at 11:43 p.m.

Respectfully submitted,



James Herston, Chair

Approved: