

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, April 7, 2014 – 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*
Susan Dupper
Michael Haymans
Delmar Wooden

Staff Present

Debrah Forester, Redevelopment Manager
Commissioner Ken Doherty
Shaun Cullinan, Community Development
Elizabeth Nocheck, Community Development
Inga Williams, Community Development
Kathy M. Knee, Recorder

Members Absent

Nathaniel Cooley

Guests

- I. **Call to Order**
Chairman Herston called the April 7, 2014 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; Secretary Charlotte Ventola confirmed a quorum was present.
- IV. **Additions/Deletions to Agenda** – Debrah Forester requested that Item X.b., North Shore Project, be heard after the Development Review Report; the Chair agreed.
- V. **Approval of Minutes**
A Motion was presented by Charlotte Ventola, seconded by Susan Dupper and unanimously approved to accept the Minutes of the March 3, 2014 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee with the following corrections: Page 2, Item IX, Whidden Park, third line – change the word “by” to “but”; and at Page 3, third paragraph, second line – correct the spelling of Mr. Haymans’ name.
- VI. **Commissioner Comments**
Commissioner Doherty noted that March was active with the Homeowner Flood Insurance Affordability Act of 2013 being approved by the House (H.R. 3370) and the Senate and signed into law by the President.
- VII. **Public Comments**
Harry Thomas questioned whether a large estate home could be built in the Riverwalk area. Shaun Cullinan advised Mr. Thomas that, for a fee, he could obtain a Zoning Verification Letter. An application is available in the Zoning Department and the request should include the parcel identification number.
- VIII. **Development Review Report**
Chairman Herston noted there is a lot going on and reviewed the list of Charlotte Harbor CRA properties with permits issued since February. Charlotte Ventola asked about the house on Central that is being remodeled but does not seem to be following architectural standards.

- Special Exception – The Special Exception request for the boat company is going to the BZA on April 9 at 9:00 a.m. There was a concern about that company staying in business. The Special Exception, if approved, will stay with property not business owner.
- Mattress Firm is now under construction but there may be some issues. Although the signage was approved by the Advisory Committee, its support is only for recommendation; Community Development has final say.

From New Business: FDEP Grant/North Shore Project - Mindy Collier, Grant Analyst at CCU reported an FDEP Grant she is working with for a project along North Shore Drive has an educational component requiring a sign be erected with stormwater runoff information. Although the project is not in the CRA it is near Chester Roberts Park so they would like to erect the sign at the Park near the kayak launch. Ms. Collier showed samples of signs used in other communities. The sign could show the 9 essential things to do to create a Florida Friendly Neighborhood. Discussion followed. When asked who would be responsible for maintaining the sign, Ms. Collier replied it would be the Parks Department. Comments included: get input from Parks Department; keep sign consistent with existing signage in Chester Roberts Park; and abide by community identification sign specifications. Ms. Forester noted this item was for informational purposes only, no action is needed.

IX. Old Business

Comprehensive Plan and Revitalization Plan Adoption Schedule – Inga Williams noted a letter inviting property owners to the May 5 Advisory Committee Meeting was included in the meeting packet for review and the Chair's signature. Ms. Williams asked if the Committee recommended sending this letter to all property owners or just those affected by the proposed changes. It was the consensus of the Committee to have the Chair sign the letter and have it mailed only to the property owners in the areas where there are proposed changes. Ms. Williams reviewed the updated Charlotte Harbor website and its links. The date for review and approval by the P&Z is May 12; any changes made to the comp plan at the May Advisory Committee meeting will not be heard at the May 12 P&Z meeting. Review by the BCC is scheduled for June 24 and if approved, transmittal to DCA will follow. The DCA has a month to review and comment; the County has 6 months to adopt. The Committee can review the zoning and land development regulation changes in the meantime. The land development code changes do not need to go to the State so as soon as they are finalized they can be adopted along with comp plan changes. Ms. Forester noted the side setbacks may be the only remaining issue in the land development code revisions. The Agenda for the May 5 Advisory Committee Meeting will have items for Comp Plan Review and Public Comment.

Whidden Park Update – Jim Herston reported that he met with Commissioner Doherty and County staff last week to discuss what the County found out after a review of Whidden Park records. Mr. Herston advised that if Whidden Boulevard were the dividing line and you were travelling up Whidden Boulevard, to the left is the recorded plat and the roads that were dedicated to the public but not accepted for maintenance; to the right, the larger part of the subdivision with the industrial building, are the roads that have not been dedicated to the public and are not under any kind of maintenance program. Options: 1) Establishment/reformation of the POA and basically move forward on their own to repair the roads. The County is looking for the approved construction plans, which will be given to the property owners so the roads can be redeveloped to what was previously approved. 2) Inventory what exists and upgrade to County standards.

Commissioner Doherty agreed with the Chairs comments and added the following comments:

- The County Engineer during this time in the 80s was Jim Whidden; he would not have signed the cover sheet of the plat if there had not been approved construction plans.
- To the right of Whidden Boulevard is a condominium, those roads and the drainage system received a SWFWMD permit which the County has records of, approved construction plans that

gives the details of the structural aspects of the roadways, drainage design, and the rights-of-way or easements that are typical of what would be allowed under a platted subdivision.

- The consensus in our meeting was that at least there are some plans for the Condominium side, a basis for looking at what should be there both from a drainage and a roadway standpoint. This information can be given to the property owners so they can hire a private surveying and engineering firm to take an inventory of what is out there right now and compare it to the approved plans. From that point a decision can be made as to what corrective work needs to be done.
- With regard to the west side of Whidden Boulevard, James and Whidden Boulevard itself, it is suggested that a private engineering firm be secured to do the research and decide how much work has to be done based on the approved plans.

Ms. Forester noted that the Event Center is reserved for April 30 and asked if this date is ok for the Whidden Park Owners Meeting or should the meeting be moved into May. The April 30 date is good. It was suggested that FP&L or the CH Water Association may have construction plans for Whidden Park.

Parmely Street Update - Chris Beers was not present at today's meeting.

Sales Tax Project Update – Debrah Forester mentioned the newspaper article regarding the sales tax projects which was a part of the meeting packet and reported that Charlotte Harbor CRA Harborwalk Phase 3 made the first tier of projects but Trailfinding was placed on the second tier, which will only be done if there are available funds remaining. The BCC will have workshops on April 13 and 22 to discuss the sales tax process and projects. On May 13 the BCC will make the final decision. Committee members and the audience were encouraged to attend the BCC meeting to voice their support or to send emails to the BCC.

Stormwater Improvement Projects Update – Debrah Forester noted that a spreadsheet was included in the meeting packet listing projects currently being designed. The improvement schedule was also included. When complete, these projects should help drainage in the neighborhood. There was concern that if these projects were done during the rainy season there could be delays.

Harborwalk Project – Debrah Forester reported that Kelly Slaughter is working with FDOT on a LAP (local area project agreement). A letter advising availability of funds is expected in July. Upon receipt, this project will go out to bid. Funding has been received from the Marine Advisory Committee. Since some of the WCIND funds had completion date of 9/2014, an extension was requested and approved for one year.

Charlotte Harbor Business Directory – Debrah Forester noted that a draft copy of the updated Charlotte Harbor Business Directory was distributed for review. The directory was given to businesses and community groups in the past. Please let staff know if a business is missing or if one has left the area. Suggestions included:

- Add a paragraph or two describing the CRA.
- Can the directory be put on line and ask business owners to submit updates to their info.
- Add an alpha index of the businesses.
- Send out a postcard advising the directory is available.

X. New Business

Community Outreach/Input – Delmar Wooden noted the letter he received from Mike Hamilton was included in the meeting packet. Mr. Hamilton suggested the Committee use outside professional help when making decisions. Mr. Wooden gave a few examples of issues that he was aware of both personally and with the Committee. Discussion followed. Comments included:

- Who is responsible if advice it wrong?

- Currently there is a review by staff and a development review process and sometimes things are missed. There is no guarantee that an outside professional will catch everything either.
- Public is always welcome at Committee meetings. An expert may always attend and give an opinion.

XI. Correspondence/Communications

The following information was included in the meeting packets:

- Minutes from Punta Gorda CRA meeting of March 5, 2014
- Letter to BCC requesting Code Enforcement Officer
- Goodwill Small Business Class Flyer
- Community Services Parks Need Assessment Public Meetings – Mr. Wooden attended a brainstorming session and reported that others at meeting were interested in having things similar to those in Bayshore Live Oak Park. Mr. Wooden will not be able to attend the April or May meetings.

XII. Public Comments

Bill Schmidt thanked Mr. Herston for visiting the area. Mr. Schmidt would appreciate anything the Committee could do to expedient the County Code process. Density units were questioned and it was recommended that a Zoning Verification Letter be obtained for the particular property.

XIII. Staff Comments – Debrah Forester reported that there would be a Hands Across the Harbor presentation at the BCC meeting tomorrow. The 7th Annual Hands Across the Harbor event will take place on January 31, 2015.

Housing and the Real Estate Services office are working together to secure a lot on Shady Lane that will be used for Habitat for Humanity. The transfer will be heard by the BCC on April 22.

XIV. Attorney Comments - None.

XV. Member Comments

Delmar Wooden - A property on Bayshore across from the pavilion is being renovated and will be used as a season rental.
Garland Wilson noted he would like to see sign code on the Agenda. Debrah Forester suggested the Comp Plan and Land Development Code should be finalized first.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, May 5, 2014 at 10:30 a.m. in Room 119 of the Charlotte County Administration Center.**

XVII. Adjournment

There being no further business, the meeting **ADJOURNED** at 11:55 a.m.

Respectfully submitted,


Charlotte Ventola, Secretary

/kmk

Approved: _____ 5/5/2014