

**MINUTES**  
REGULAR MEETING  
CHARLOTTE HARBOR  
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE  
Monday, May 5, 2014 – 10:30 a.m.  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Charlotte Ventola, *Secretary*  
Susan Dupper  
Michael Haymans  
Delmar Wooden

**Staff Present**

Debrah Forester, Redevelopment Manager  
Commissioner Stephen R. Deutsch  
Shaun Cullinan, Community Development  
Elizabeth Nocheck, Community Development  
Inga Williams, Community Development  
Kathy M. Knee, Recorder

**Members Absent**

Garland Wilson, *Vice Chairman*  
Nathaniel Cooley

**Guests**

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- I. **Call to Order**  
Chairman Herston called the May 5, 2014 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:31 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** – None.
- V. **Approval of Minutes**  
A Motion was presented by Charlotte Ventola, seconded by Michael Haymans and unanimously approved to accept the Minutes of the April 7, 2014 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.
- Comprehensive Plan and Revitalization Update – Shaun Cullinan  
The Chair asked that Item 9B, the Comprehensive Plan and Revitalization Update, be heard first and invited Shaun Cullinan to the podium. Mr. Cullinan advised that the County is changing its Comp Plan and expects challenges. Staff would like to push the Charlotte Harbor amendment out about 2 months to avoid having it getting wrapped into the black hole of the challenges. There were a few elements in the Charlotte Harbor amendments that dovetail to the main comp plan. The BCC instructed staff to get the major comp plan changes to DEO as soon as possible, first. The comp plan is expected to go to DEO in June; DEO would have 30 days to comment and that is when the challenge period would begin. In the revised schedule, Charlotte Harbor amendments would go the P&Z in August and the BCC in September. This item was for informational purposes only.
- VI. **Commissioner Comments**  
Commissioner Deutsch attended today's meeting for Commissioner Doherty and noted that he would be reporting back to him if the Committee had any messages. The Committee requested continued support and assistance in moving the comp plan amendments forward.
- VII. **Public Comments** – None.
- VIII. **Development Review Report**  
Chairman Herston noted there is nothing critical at this time.

**IX. Old Business**

Parmely Street – 30% Design Plans – Chris Beers with Johnson Engineering reviewed the 30% plans, which were submitted to private and public utilities and stakeholders, such of this Committee, to solicit their comments. There are options to creating wayfinding, a signature and identity at the intersections. Lighting is not shown at this time but will be included in the 30-60% plan. Mr. Beers asked if there were any comments or questions. Discussion included:

- Sidewalk should be closer to pavement.
- A 2 foot stripe between sidewalk and street does not allow for landscaping.
- Landscaping will be included on the other side of the sidewalk.
- A protective curb could be used if space is less than 1 foot.
- Extend sidewalks to length of F-curb.
- Oaks and bushes will be in swale system.
- Possible 3-way stop on Bayshore to help slow traffic on Bayshore. Public Works could address this but it could be retrofitted into plan.
- Staff could bring in a video showing how the pedestrian control lights can be used.
- Stop signs, pavement treatment, bumps and electronics discussed for traffic calming on Bayshore Road. Price should be considered.

Riverwalk Implementation - Height Ordinance and Waterfront Overlay – Community Development Inga Williams and Matt Trepal. A handout was distributed and reviewed. Matt Trepal noted that today's presentation is for informational purposes and to get the wheels turning. Staff will return next month with more details. Mr. Trepal stated, as he understands it, the point of having the overlay is to preserve the waterfront views. There is a 1,200 foot buffer at waterfront properties in the CRA and there are certain building limitations. All properties within the Riverwalk area are subject to the waterfront restrictions. Current restrictions were listed by Mr. Trepal. Discussion followed. The Advisory Committee has requested changes in this area and Mr. Trepal listed the proposed changes. Staff talked about adding additional selections to allow for multiple choices to attain height. Meeting minutes will be reviewed to determine if there was a request for relief from the waterfront code for those portions of NBR that are within the waterfront overlay but landward of Bayshore which would allow mixed use in that area to go up to 60 feet. The comp plan is now done and we are waiting for September transmittal. The zoning code revisions will be adopted when the comp plan is adopted. The zoning code and the overlay need to be reviewed to avoid conflicts. The Charlotte Harbor CRA website has the proposed changes to the comp plan and the proposed revitalization plan. Property owners have not yet been notified of the changes because we were waiting to finalize the schedule for submission and adoption. With the schedule in place, they will be invited to the July meeting. Staff noted that height and density needs to work hand in hand but no double dipping will be allowed – cannot use the same option for both density and height. Next month Mr. Trepal will present schematics with what this all means and the Committee will have input for recommended changes.

Home Remodel on Central – Debrah Forester mentioned that pictures of the home on Central were included in the meeting packet. The remodeling of the home does not exceed the 50% rule so architectural design does not apply.

Business Directory – Debrah Forester mentioned that an updated version of the Charlotte Harbor CRA Business Directory was distributed and now includes an alpha listing, a CRA map and information on the CRA. Discussion followed regarding the distribution of the directory. Suggestions included:

- Send notice to businesses listed and request they keep us informed of changes.
- Make it available on-line.
- Send letter to review it on-line, update as necessary and then make hard copies available to public if requested.
- The Directory could be given out during events in the park or community meetings.
- Press Release which states the directory is available on line and it can be downloaded and printed.

Harborwalk Update – Phase 1A of the Harborwalk is moving forward and it should get underway this Fall. Draft agreement from FDOT is being reviewed by the Attorney's Office and will be brought to the BCC for approval.

Sales Tax Projects – Harbor Walk Phase 3 is on the project list which will be discussed at the BCC Public Hearing on May 13. Attendance at this meeting is encouraged. It is also recommended that emails be sent to the commissioners showing your support.

**X. New Business**

July Meeting of the Advisory Committee – Ms. Forester asked the Committee to confirm the date of the July meeting since it is currently schedule for the Monday after the 4<sup>th</sup> of July holiday; it could be moved to July 14. It was the consensus of the Committee to keep the meeting on July 7 as scheduled. Charlotte Ventola noted she would not be available for the July meeting. Property owners will receive an invitation to the July meeting.

**XI. Correspondence/Communications**

The following information was included in the meeting packets:

- Minutes from Punta Gorda CRA meeting of April 2, 2014

**XII. Public Comments – None.**

**XIII. Staff Comments – None.**

**XIV. Attorney Comments - None.**

**XV. Member Comments**

- Michael Haymans reported that the Sherriff's Office has safety concerns because some of the people participating in the Freedom Swim are walking across US41. The Sherriff's Office is trying to put restrictions on the event.
- Jim Herston reported the meeting with Whidden Industrial Park property owner went well. There was good input and some new faces showed up for the meeting.
- Charlotte Ventola suggested the Committee look at the budget to see if anything could be done to help contribute to some of the Whidden Park expenses since TIF funds were used to help offset the installation of the sewer system. Debrah Forester noted that in order to spend TIF dollars, the project needs to be included in the Redevelopment Plan and have BCC approval. Revisions to the Redevelopment Plan are on hold until after the comp plan is complete.

**XVI. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, June 2, 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 11:58 a.m.

Respectfully submitted,



Charlotte Ventola, Secretary

/kmk

Approved: \_\_\_\_\_ 6/2/2014