

**MINUTES**  
**REGULAR MEETING**  
**CHARLOTTE HARBOR**  
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE**  
**Monday, May 4, 2015 – 10:30 a.m.**  
County Administration Building – Room 119  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Garland Wilson, Vice Chair (left@11:45)  
Denise Garbacz  
Michael Haymans  
Vanessa Oliver  
Delmar Wooden

**Staff Present**

Commissioner Ken Doherty  
Debrah Forester, Redevelopment Manager  
Shaun Cullinan, Community Development  
Matt Trepal, Community Development  
Tommy Scott, Community Services  
Kathy M. Knee, Recorder

**Members Absent**

Charlotte Ventola, Secretary

---

**I. Call to Order**

Chairman Herston called the May 4, 2015 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:32 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 Kathy Knee. A quorum was present.

**IV. Additions/Deletions to Agenda – Chairman Herston asked if there were any additions or deletions to the Agenda. Debrah Forester asked to add a Comp Plan Update under Old Business and requested the Committee move the Bayshore Live Oak Park item up so it can be heard either after Public Comments or the Development Review Report. Chairman Herston agreed to the addition and with moving the Bayshore Live Oak Park item after Public Comments.**

**V. Approval of Minutes**

***A Motion was presented by Garland Wilson, seconded by Delmar Wooden and unanimously approved to accept the Minutes of the April 6, 2015 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as written.***

**VI. Public Comments –**

Debrah Forester noted that several members of the VFW were in attendance at the start of the meeting. They were hoping to talk about the issues they are having obtaining a sign permit. Ms. Forester explained that no action can be taken today because this specific item is not on today's Agenda, but representatives of the VFW could speak under Public Comments. The sign they are seeking approval for has an LED component and would be located on the roof of the building; both of these features do not meet the CRAs sign code requirements.

- Bill Fitch, a member of VFW 5690, spoke about the VFW's need for new signage; people and law enforcement do not know where they are located. They have been told that if the current sign is taken down it may not be able to be used again in the same location if the new one is not approved. The VFW is hoping to have the new sign placed on the roof where the current one is and use the current sign on a new building, which is a house next door to the main building. Michael Haymans advised Mr. Fitch that the Advisory Committee does not have the authority to grant an exception to the existing sign code; the Committee can only make recommendations to the BCC. The Committee is beginning to look into the existing CRA sign ordinance and they are

looking for a better balance with the County's sign code. Mr. Fitch asked if the VFW could get a sign placed on 41; Shaun Cullinan responded the VFW would need to contact FDOT as they control US 41; Mr. Cullinan will give the VFW and Signs R Us contact info for FDOT. Mr. Cullinan noted that County staff will work with the VFW and Signs R Us in an effort to find a sign that is code compliant. Mr. Cullinan asked that Leslie from Signs R Us talk with Maryann Franks.

- Another member of the VFW asked if a sign could be put up near the abandoned building. Chairman Herston asked that the VFW give a contact number to Debrah Forester. Mr. Herston offered to meet on site with Signs R Us and/or the VFW to try to come up with a workable solution.
- Walt Brash, a member of the VFW also noted that better signs are needed; the little ones they currently have are not working. The VFW can be flexible and will work with the County to make this work. They just want to get a new sign up before next season.

## VII. Development Review Report

Jim Herston mentioned there were 9 permits issued but noted he will save his comments until the end of the meeting if time allows.

Bayshore Live Oak Park - Tommy Scott reported on the following:

- An opportunity was presented to him by Real Estate Services regarding three parcels of land available for purchase on the water along Bayshore Drive, the northwest section. Mr. Scott distributed a hand out with information about this property. He has talked with the BCC and Administration and this item will be discussed at the May 12 BCC meeting. The asking price is \$350,000. This property would be a nice addition to the park. Funds have been identified in Community Services' Capital Improvement Project.
- Notice has been received; the demolition of Historic Center will begin sometime this week. The land will be restored to a park-like state. Staff is currently looking for a best future use. Michael Haymans mentioned the chickee hut and asked if it would be allowed. Shaun Cullinan advised that a chickee hut built off native land needs a permit and since it would be considered a place of assembly, it would trigger the need for restrooms.
- Shakespeare in the Park was a success.
- Education programs are needed to satisfy grant requirements; staff is working with CHEC on environmental programs.

Delmar Wooden noted problems are surfacing at the amphitheater pavilion in the park between the hours of 6 and 8 p.m. On-site patrol and extra sweeps are needed because people are starting to stay out of the park.

Variance Request – The Carpet One property owner was unable to attend today's meeting. Sean Cullinan addressed this item by showing a PowerPoint presentation which included Carpet World's location maps and the proposed sign. Charlotte Harbor CRA's sign code does not allow signs on the side of a building and it restricts the total area size of all signs. The property owner is requesting a variance to add about 22 square feet to the allowed sign area. His corporate office, Carpet One, is requiring that he include the corporate logo with no further size or color changes permitted. If this property were not in the CRA a variance would not be required. ***A Motion was presented by Michael Haymans, seconded by Garland Wilson and unanimously approved to recommend acceptance of the request for variance to increase area and install sign on the side of the building.***

## VIII. Old Business

Parmely Street – Debrah Forester mentioned that the full plans were shown at the April 6 meeting. Ms. Forester asked the Committee if they recommend the 4 way stop signs proposed at Parmely and Seneca. This feature would help to calm traffic in that neighbor. ***A Motion was presented by Michael Haymans, seconded by Vanessa Oliver and unanimously approved to recommend to the BCC the installation of 4 way stops at Parmely and Seneca.***

Harbor Walk Update – Debrah Forester advised that construction of Phase 1A will begin on May 18. Signage will be installed noting the area is an active construction site. Fishing will not be allowed during construction. The Right of Entry Agreement with the private owner requires putting up No Trespassing signs and this will be done. The public will not be allowed on that site either. Construction should be complete in March 2016. Michael Haymans noted parking for the Freedom Swim could be an issue since participants have used this site in the past. With regard to Phase 1B, pre app meetings were held with the Army Corp of Engineers and SWFWMD. There were some concerns with habitat in that area. The CRA will ask FDOT for a new cost estimate and hopes to get additional funding. Ms. Forester mentioned that staff also applied for RESTORE funds in the amount of \$218,000 in an effort to offset some of the overrun costs. Ms. Forester had planned to file a Phase 1B grant application with Marine Advisory but they requested she come back next year since construction was not beginning at this time.

Debriefing on April Community Meeting – Debrah Forester reported there were over 50 people in attendance. Delmar Wooden mentioned that better planning was needed because there were papers flying and microphone issues. Ms. Forester noted that there are limited places within Charlotte Harbor CRA to hold community meetings. There are challenges to holding meeting outside.

Comp Plan Update - Matt Trepal reported the comp plan has been returned from the State with one comment from the FDOT regarding concurrency in the Riverwalk District. A new policy has been created to address this issue: Any development that results in failure of any existing roadway segments must be mitigated. A brief discussion followed. ***A Motion was presented by Michael Haymans, seconded by Delmar Wooden and unanimously approved to recommend approval of the new policy as presented.*** Mr. Trepal advised the amendment should be on the June 23 BCC Agenda.

**IX. New Business**

Bayshore Live Oak Park – this item was heard earlier in the meeting.

Land Development Code – Draft – Debrah Forester noted this is a lengthy document and will probably take more than today's meeting to get through it. A strike out version and a clean version were sent out to the Committee members as a separate packet and the documentation is now posted on the CRAs website.

Matt Trepal has been working on the revisions and started his review at 3.9.98(b) Waterfront Property. Mike Haymans noted the 60 foot height special exception needs to be addressed at this section. Staff will revise.

Mr. Trepal talked about how the code has been revised, condensed, renumbered and clarified. (Garland Wilson left at 11:45 a.m.) Mr. Trepal asked the Committee to look at the Intent of the Charlotte Harbor Neighborhood Business Residential District. The Committee asked the sentence be reworded to have "and can serve as a buffer" at the end of the sentence instead of the beginning.

At Intent under the Charlotte Harbor Mixed Use section, Mr. Trepal was asked to take out the word compatibility and add the 60 foot height special exception language.

At the Riverwalk section, its Intent is missing. Ms. Forester noted there is a vision for the Riverwalk District in the Redevelopment Plan.

Discussion stopped at Use Table. Ms. Forester noted that side setbacks should be further discussed in the Riverwalk section at the next meeting. The Land Development Code Draft will be placed on next month's Agenda.

**X. Correspondence/Communications**

The following item was included in the meeting packet:

- Minutes from Punta Gorda CRA meeting of April 1, 2015
- Charlotte Harbor Eyes Waterfront Makeover – newspaper article
- LRTP Community Workshop

**XI. Public Comments**

Harry Thomas asked about the proposed set back; will it be 7½ feet, then 10 feet then straight up? Ms. Forester noted yes if the proposed language is approved. Mr. Thomas also asked about the status of the Enterprise Zone (EZ). Ms. Forester advised there is one bill in the Senate but it did not have much support. The House did away with State incentives but allows local government to offer incentives.

**XII. Staff Comments**

- Debrah Forester asked the Committee members to consider changing the September meeting to Friday, September 11. A follow-up email will be sent to confirm availability.

**XIII. Attorney Comments - None.**

**XIV. Member Comments**

- Mike Haymans noted the Freedom Swim will be on July 4<sup>th</sup> at 10 a.m.
- Jim Herston advised he will give the Development Review Report next month. Mr. Herston asked Matt Trepal to check into the 7½ foot/10 foot setbacks; this could create a structural nightmare. It was requested that this issue be discussed further next month when Garland Wilson is present.
- Commissioner Doherty noted there was a lot going on in Washington DC and the Committee should get an update once things are decided. Issues include: FEMA, risk management and the definition of US waters in the Clean Water Act.
- Mike Haymans mentioned the recent Answer Man newspaper article in the Charlotte Sun regarding bridge banners. The actual cost to install and take down the banner was the reason banners are no longer used. Someone needs to talk to the Answer Man.

**XV. Next Meeting Date**

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **June 1, 2015 at 10:30 a.m., in Room 119 of the Charlotte County Administration Center, 18500 Murdock Circle, Port Charlotte, FL.**

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

Respectfully submitted,

  
Charlotte Ventola, Secretary

/kmk

Approved: \_\_\_\_\_ 06/01/2015