

CHARLOTTE COUNTY PLANNING AND ZONING BOARD
REGULAR MEETING
Administration Center, 18500 Murdock Circle, Room 119, Port Charlotte, Florida

Board Members
Michael Gravesen, Chair
Doug Izzo
Stephen Vieira, Secretary
Phillip Smallwood
Clint Baker, Vice-Chair



District
District V
District III
District I
District II
District IV

MINUTES
REGULAR MEETING

December 8, 2025, at 1:30 p.m.

Call to Order

Chair Gravesen called the meeting to order at 1:30 p.m.

Roll Call

Upon roll call, it was determined a quorum was present; Doug Izzo was absent. **Mr. Cullinan** announced that Mr. Izzo has resigned effective immediately.

Approval of Minutes – November 10, 2025, Regular Meeting, minutes were approved as circulated.

Announcements

None.

The oath was provided by **Recording Secretary Sargent** for those wishing to provide testimony.

PETITIONS

1.) PD-25-11

Quasi-Judicial

Commission District IV

An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Planned Development (PD) to PD. This is a major modification to Ordinance Number 2023-015, by updating approved development rights (adopted PD Condition "a") via adopted Murdock Village Equivalency Matrix and amending the adopted PD condition "b" in order to allow for general commercial uses for Tract "U"; for property generally located south of Franklin Avenue, north of El Jobean Road (SR 776), east of the Crestview Waterway, and west of Toledo Blade Boulevard, in the Port Charlotte area, within the Murdock Village Community Redevelopment Area (CRA), containing 630.82± acres; Commission District IV; Petition No. PD-25-11; Applicant: KL Westport Expansion LLC; providing an effective date.

Ms. Shao, Principal Planner, provided the findings and analysis for Petition **PD-25-11** with a recommendation of approval based on the reasons stated in the staff report.

Mr. Cullinan stated he was sworn and clarifies the amendments for the people regarding the middle portion of the West Port development with Ms. Shao on the approval from prior on the commercial and residential uses.

Questions for Staff

Chair Gravesen asks medical use vs. commercial general use and a discussion ensued with **Mr. Cullinan** and **Ms. Shao**.

Applicant's Presentation

Linda Stewart representative for the applicant stated that she accepts and agrees with Ms. Shao.

Public Input

None.

- **Mr. Baker** moved to close the public comment, seconded by **Mr. Smallwood**, with a unanimous vote.

Discussion

Mr. Viera asked are there any concurrency issues regarding this project. **Ms. Shao** stated it shouldn't, and a discussion ensued.

Recommendation

Mr. Baker moved that **PD-25-11**, be sent to the Board of County Commissioners with a recommendation of Approval, based on the findings and analysis in the staff memo dated **November 25, 2025**, Charlotte County's Comprehensive Plan along with the evidence and testimony presented at today's meeting, second by **Mr. Vieira**; and carried by a unanimous vote.

2.) TLDR-25-05

Legislative

Countywide

An Ordinance of the Board of County Commissioners of Charlotte County, Florida, amending Charlotte County Code Chapter 3-9: Zoning, Article III. Special Regulations, by revision Section 3-9-91. Accessory Use – Farmers' Market to allow such accessory use within any zoning districts; providing for conflict with other Ordinances; providing for severability; and providing for an effective date. Applicant: Charlotte County Board of County Commissioners.

Mr. Keech, Planner, provided the findings and analysis for Petition **TLDR-25-05** with a recommendation of approval based on the reasons stated in the staff report.

Questions for Staff

Mr. Vieira stated I didn't see park not for profit, can you explain please. **Mr. Cullinan** responded that is basically any park that is operated by governmental entity or some private parks out there in some communities and a discussion ensued.

Public Input

None.

- **Mr. Baker** moved to close the public comment, seconded by **Mr. Vieira**, with a unanimous vote.

Discussion

None.

Recommendation

Mr. Vieira moved that **TLDR-25-05**, be sent to the Board of County Commissioners with a recommendation of Approval with revised conditions, based on the findings and analysis in the staff memo dated **November 24, 2025**, Charlotte County's Comprehensive Plan along with the evidence and testimony presented at today's meeting, second by **Mr. Baker**; and carried by a unanimous vote.

Announcement

Chair Gravesen stated effective December 31st I submitted my resignation letter from this board, tomorrow's commissioner meeting they have on the docket the person that will be the replacement. Then explains that the vice-chair will oversee the January meeting and hold the elections for the officers per the bylaws. Asst. Co. Atty. Moscoso discussed the rules and procedures with the update which will be heard. Chair Gravesen stated the appointment of the replacement will be effective January 1st, 2026, and will still be available to the end of the

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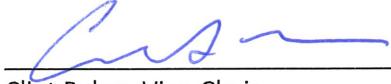
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month. **Mr. Vieira, Mr. Baker, Mr. Smallwood** and **Mr. Cullinan** thanked Chair Gravesen for his service and a discussion ensued.

ADJOURNMENT

The meeting was adjourned at 1:51 p.m.

Submitted by Kim Sargent, recording secretary
Community Development



Clint Baker, Vice-Chair

1/12/26

Date