

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

Board Members

Kevin Graham
Robert Segur
Stephen Vieira, Secretary
Phillip Smallwood
Clint Baker, Vice-Chair



District

District V
District III
District I
District II
District IV

MINUTES
REGULAR MEETING

January 12, 2026, at 1:30 p.m.

Call to Order

Mr. Baker called the meeting to order at 1:30 p.m.

Roll Call

Upon roll call, it was determined a quorum was present.

Mr. Baker welcomed Kevin and Robert to the Board. He also noted that at the previous meeting, the Board thanked Mr. Gravesen for 35 years of service and reminded members that this is a non-paid, voluntary board.

Approval of Minutes – December 8, 2025, Regular Meeting, minutes were approved by Mr. Vieira, seconded by Mr. Smallwood.

Announcements

Mr. Cullinan welcomed Mr. Graham and Mr. Segur. Mr. Baker asked whether the first petition had been stricken and moved to the next month. **Mr. Cullinan** confirmed and apologized for not mentioning this earlier.

Mr. Baker advised there would be no testimony for the petition, and therefore, no swearing-in was required.

PETITIONS

1.) PD-25-12

Quasi-Judicial

Commission District III

An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Residential Multi-family 12 (RMF-12) to Planned Development (PD) in order to have a residential development up to 135 residential units; requiring transfer of density units for residential development above the base density of 108 units; and adopting a General PD Concept Plan, for property generally located northeast of Placida Road and southwest of Cape Haze Drive, in the Placida area and within the West County area, containing 9± acres; Commission District III; Petition No. PD-25-12; Applicant: Hutton MF Cape Haze, LLC; providing an effective date.

** This application is rescheduled to be presented to the Planning and Zoning Board on February 9, 2026. 01/06/2026**

2.) TLDR-25-06

Legislative

Commission District III

An Ordinance of the Board of County Commissioners of Charlotte County, Florida, amending Charlotte County Code Chapter 3-9: Zoning, Article II. District Regulations, by revising Section 3-9-52: Bridgeless Barrier Island (BBI) to allow noncommercial boat docks as permitted principal uses and structures; providing for conflict with other Ordinances; providing for severability; and providing for an effective date. Applicant: Charlotte County Board of County Commissioners.

Charlotte County Planning and Zoning Board Minutes Continued

January 12, 2026

Page 2 OF 2

Mr. Keech, Planner, presented the findings and analysis for Petition **TLDR-25-06** and recommended approval based on the reasons outlined in the staff report.

Questions for Staff

Mr. Vieira asked whether a principal structure is required to construct a boat dock. **Mr. Cullinan** responded that it is not. He referenced an appeal from a month or two ago, noting that the previous requirement had changed with a recent update to the code. Discussion followed.

Applicant's Presentation

None.

Public Input

None.

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

Discussion

None.

Recommendation

Mr. Segur moved that **TLDR-25-06**, be sent to the Board of County Commissioners with a recommendation of Approval, based on the findings and analysis in the staff memo dated **December 12, 2025**, Charlotte County's Comprehensive Plan along with the evidence and testimony presented at today's meeting, second by **Mr. Graham**; and carried by a unanimous vote.

Election of Officers

Attorney Moscoso opened the floor for nominations for the office of Chair.

Mr. Vieira made a motion nominating **Mr. Baker** for Chair, seconded by **Mr. Graham**; motion passed unanimously.

Mr. Baker made a motion nominating **Mr. Vieira** for Vice-Chair, seconded by **Mr. Graham**; motion passed unanimously.

Mr. Vieira made a motion nominating **Mr. Smallwood** for Secretary, seconded by **Mr. Graham**; motion passed unanimously.

Mr. Baker addressed the vacancy on the Affordable Housing Committee and invited members to volunteer, noting that an application is available to fill the position.

ADJOURNMENT

The meeting adjourned at 1:41 p.m.

Submitted by Kim Sargent, recording secretary
Community Development Department


Clint Baker, Chair


Date
2/9/26