

# Action Plan

**Grantee:** Charlotte County, FL

**Grant:** B-11-UN-12-0025

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<b>Grant Amount:</b>	\$ 2,022,962.00
<b>Status:</b>	Reviewed and Approved
<b>Estimated PI/RL</b>	\$ 0.00
<b>Total Budget:</b>	\$ 2,022,962.00

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## Funding Sources

Funding Source	Funding Type
US Department of Housing and Urban	Other Federal Funds

## Narratives

### Summary of Distribution and Uses of NSP Funds:

Charlotte County will utilize the NSP3 Grant funds to serve areas within the greatest areas of need identified in the NSP3 Mapping Tools scoring 17 or above.

Acquisition and Rehab of foreclosed Properties LMMI \$948,695.00  
Demolition \$50,000.00  
Redevelopment \$316,231.00  
Administration \$202,296.00  
Acquisition & rehab (25%-set aside) \$252,870.00  
Redevelopment/New Construction \$252,870.00

### How Fund Use Addresses Market Conditions:

Funds used in the NSP III program will provide market condition improvement by:

- Providing construction workers jobs that creates an economic boost
- By purchasing sub-standard housing and removing them from the housing inventory creating an enhancement of the need for new construction and creating new jobs
- Eliminating blighted or abandoned properties that are health and safety risks

The recession has affected the Charlotte County area in significant proportions. At one point, this County had the highest rate of foreclosures in the State. This has not diminished to this point. A number of foreclosed, abandoned, or blighted structures are in this target area. Stabilization of these conditions in this neighborhood will enhance recovery the recovery in this area.

These funds are being used as the kickoff of a much larger project being undertaken by the County and the neighborhood residential and commercial interests to commit further resources over the next ten years in the target area to further rehabilitate the neighborhood.

### Ensuring Continued Affordability:

Charlotte County will maintain affordability standards for NSP III assisted housing by adopting minimum HOME standards of homeownership as found at 24 CFR 92.252 (a) (c) (e) and (f) and to ensure long term affordability.

Currently Charlotte County is adhering to the Charlotte County Local Housing Assistance Plan that requires a minimum of twenty years of affordability that relates to a 30% maximum of income levels of households for the cost of housing. Income eligibility is based on the Area Median Income as published annually by the U.S. Department HUD.



**Definition of Blighted Structure:**

Blighted Structure is a building or housing unit that is not being maintained to a minimum housing standard and exhibits common housing violations such as those definitions found in Florida Statutes Chapter 163.340, which outlines the following conditions:

1. Building deterioration
2. Site deterioration or site deficiencies
3. Unsanitary and unsafe conditions and incompatible uses
4. Six or more ownership parcels per block
5. Buildings greater than 40 years of age
6. Presence of closed/vacant buildings
7. Presence of vacant lots
8. Buildings in violation of property maintenance code violations
9. Presence of buildings scheduled for demolition

A blighted structure will meet one or more of the aforementioned criteria.

**Definition of Affordable Rents:**

Charlotte County will abide by HOME guidelines for maintaining affordable rents for homeownership as found at 24 CFR part 92.252 and 92.254.

Housing costs, including rent not to exceed 30% of household income level. Households must fall into the income levels for Area Median Income as established annually by US Department of HUD.

**Housing Rehabilitation/New Construction Standards:**

Charlotte County will use adopted rehabilitation standards to guide all work specifications written for NSP rehabilitated properties. The County’s rehabilitation standards to the extent feasible, incorporate “green” rehabilitation techniques to the areas addressed in the County’s residential rehabilitation standards document. The areas addressed include:

- A. Exterior Surface
- B. Foundations and Structures
- C. Windows and Doors
- D. Roofing
- E. Insulation/Ventilation
- F. Interior Standards (Including Lead and Asbestos Compliance)
- G. Electrical
- H. Plumbing, HVAC and other major mechanical systems.
- I. The County’s residential rehabilitation standards comply with all applicable state and local building codes and Federal regulations that govern the CDBG/NSP program.

**Vicinity Hiring:**

Charlotte County subscribes to non-discriminatory equal opportunity hiring and requires all contractors and sub-contractors seek Section 3 individuals to fill positions in the construction under this and all affordable housing construction projects. This would include to posting and advertising of positions in the local areas where any affordable housing development is being conducted. Reports, as appropriate, will be generated to document these practices and the tracking of new hires.

**Procedures for Preferences for Affordable Rental Dev.:**

Charlotte County will ensure housing costs, including rents, will not exceed the 30% level of household income. Household income must fall into the income levels as established by the U.S. Department of HUD as published annually.

**Grantee Contact Information:**

Robert P. Hebert  
410 Taylor Street, Suite 101  
Punta Gorda, FL 33950  
941-505-4889 - Office  
941-628-0507 - Cell  
941-505-4890 - Fax  
email: robert.hebert@charlottefl.com

**Project Summary**

Project #	Project Title	Grantee Activity #	Activity Title
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9999	Restricted Balance		<i>No activities in this project</i>
NSP-3-Adm	Admininstration	NSP -3-4	Administration
NSP-3-B	Acquisition and rehabilitation	NSP - 3-1	Acquisition and Rehab of foreclosed
		NSP -3-5	Acq. & Rehab of foreclosed prop. (Set-
NSP-3-D	Demolition	NSP -3-2	Demolition of condemned or blighted
NSP-3-E	Redevelopment - new	NSP 3-3	Redevelopment by new construction
		NSP-3-6	Redevelopment by new construction (Set-

## Activities



**Grantee Activity Number: NSP - 3-1**  
**Activity Title: Acquisition and Rehab of foreclosed properties**

**Activity Type:**  
 Rehabilitation/reconstruction of residential structures

**Project Number:**  
 NSP-3-B

**Projected Start Date:**  
 04/01/2011

**National Objective:**  
 LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Environmental Assessment:**  
 UNDERWAY

**Activity Status:**  
 Under Way

**Project Title:**  
 Acquisition and rehabilitation

**Projected End Date:**  
 03/30/2014

**Total Budget:** \$ 948,695.00

**Other Funds Total:** \$ 0.00

**Total Funds Amount:** \$ 948,695.00

**Benefit Report Type:**  
 Direct (Households)

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Owner Households	7	3	4	100.00
# of Households	7	3	4	100.00

Proposed Accomplishments	Total
# of Singlefamily Units	7
# of Housing Units	7

**Activity is being carried out by Grantee:** Yes  
**Activity is being carried out through:** Grantee Employees

**Organization carrying out Activity:**  
 Charlotte County

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed
Charlotte County	Local Government	\$ 948,695.00

**Location Description:**

Neighborhood ID #8827484 &ndash Port Charlotte, Charlotte County, Florida &ndash boundaries &ndash U.S. Route 41 to the West and South; Midway Boulevard to the North and Conway to the South East. Map Attached as Attachment A

**Activity Description:**

This area has been designated by the Charlotte County Board of County Commissioners as a Community Redevelopment Area (CRA). This provides the basis of pursuing up to seven properties, foreclosed or abandoned for rehab and then making them available to LMI Households for occupancy. Property acquisition will be conducted by the County Real Estate Services Department in concert with area Realtors and lending institutions. Acquisition will include initial inspection, an independent appraisal to determine value and offer level (not to exceed 99% of appraised value). With acceptance of, rehabilitation will commence by first bidding out the necessary work and executing appropriate contracts with local contractors. All reconstruction will utilize green building materials. All contractors have been instructed on the value and obligation of seeking new employees that are Section 3 qualified.

With the completion of the construction phase, all of these properties will be made available for LMI Households. Primarily for long term home ownership if financing is available or long term rentals based income qualification

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**Grantee Activity Number: NSP -3-2**  
**Activity Title: Demolition of condemned or blighted structures**

**Activity Type:**

Clearance and Demolition

**Activity Status:**

Under Way

**Project Number:**

NSP-3-D

**Project Title:**

Demolition

**Projected Start Date:**

04/01/2011

**Projected End Date:**

03/30/2014

**National Objective:**

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Total Budget:**

\$ 50,000.00

**Other Funds Total:**

\$ 0.00

**Environmental Assessment:**

UNDERWAY

**Total Funds Amount:**

\$ 50,000.00

**Benefit Report Type:**

Area Benefit (Census)

**Proposed Accomplishments**

**Total**

# of Singlefamily Units

8

# of Housing Units

8

**Activity is being carried out by Grantee:**

Yes

**Activity is being carried out through:**

Grantee Employees and Contractors

**Organization carrying out Activity:**

Charlotte County

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

Charlotte County

**Organization Type**

Local Government

**Proposed**

\$ 50,000.00

**Location Description:**

Neighborhood ID #8827484 &ndash Port Charlotte, Charlotte County, Florida &ndash boundaries &ndash U.S. Route 41 to the West and South; Midway Boulevard to the North and Conway to the South East. Map Attached as Attachment A

**Activity Description:**

In conjunction with the Charlotte County Building Code Enforcement Department and visual observation we will identify blighted and/or condemned properties. Legal authority will be determined to allow for demolition of structures. With legal authority demolition jobs will be assigned to contracted demo companies. Liens for the cost amount of each demo will be filed against the property.



**Grantee Activity Number:** NSP -3-4  
**Activity Title:** Administration

**Activity Type:**

Administration

**Project Number:**

NSP-3-Adm

**Projected Start Date:**

04/01/2011

**National Objective:**

Not Applicable - (for Planning/Administration or Unprogrammed Funds only)

**Environmental Assessment:**

UNDERWAY

**Benefit Report Type:**

NA

**Activity Status:**

Under Way

**Project Title:**

Administration

**Projected End Date:**

03/30/2014

**Total Budget:**

\$ 202,296.00

**Other Funds Total:**

\$ 0.00

**Total Funds Amount:**

\$ 202,296.00

**Activity is being carried out by Grantee:**

Yes

**Activity is being carried out through:**

Grantee Employees and Contractors

**Organization carrying out Activity:**

Charlotte County

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

Charlotte County

**Organization Type**

Local Government

**Proposed**

\$ 202,296.00

**Location Description:**

The Main office for Administration of this activity is located at 1050 Loveland Blvd, Port Charlotte, Florida 33980

**Activity Description:**

Reimbursement for Administration cost the expenses of administering this program



**Grantee Activity Number: NSP -3-5**  
**Activity Title: Acq. & Rehab of foreclosed prop. (Set-Aside)**

**Activity Type:**  
 Rehabilitation/reconstruction of residential structures

**Activity Status:**  
 Under Way

**Project Number:**  
 NSP-3-B

**Project Title:**  
 Acquisition and rehabilitation

**Projected Start Date:**  
 04/01/2011

**Projected End Date:**  
 03/30/2014

**National Objective:**  
 LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

**Total Budget:** \$ 252,870.00  
**Other Funds Total:** \$ 0.00  
**Total Funds Amount:** \$ 252,870.00

**Environmental Assessment:**  
 UNDERWAY

**Benefit Report Type:**  
 Direct (Households)

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Renter Households	2	1	1	100.00
# of Households	2	1	1	100.00

Proposed Accomplishments	Total
# of Singlefamily Units	2
# of Housing Units	2
# ELI Households (0-30% AMI)	

**Activity is being carried out by Grantee:** No  
**Activity is being carried out through:**

**Organization carrying out Activity:**  
 Charlotte County

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed
Charlotte County	Local Government	\$ 252,870.00

**Location Description:**

Neighborhood ID #8827484 &ndash Port Charlotte, Charlotte County, Florida &ndash boundaries &ndash U.S. Route 41 to the West and South; Midway Boulevard to the North and Conway to the South East. Map Attached as Attachment A

**Activity Description:**

This area has been designated by the Charlotte County Board of County Commissioners as a Community Redevelopment Area (CRA). This provides the basis of pursuing up to two properties, foreclosed or abandoned for rehab and then making them available to VLI Households for occupancy. Property acquisition will be conducted by the County Real Estate Services Department in concert with area Realtors and lending institutions. Acquisition will include initial inspection, an independent appraisal to determine value and offer level (not to exceed 99% of appraised value). With acceptance of, rehabilitation will commence by first bidding out the necessary work and executing appropriate contracts with local contractors. All reconstruction will utilize green building materials. All contractors have been instructed on the value and obligation of seeking new employees that are Section 3 qualified.

With the completion of the construction phase, all of these properties will be made available for VLI Households. Primarily for

long term home ownership if financing is available or long term rentals based income qualification. This activity will be used to house individuals or families whose incomes do not exceed 50% of area median income (VLI).

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**Grantee Activity Number: NSP 3-3**  
**Activity Title: Redevelopment by new construction**

**Activity Type:**

Construction of new housing

**Activity Status:**

Under Way

**Project Number:**

NSP-3-E

**Project Title:**

Redevelopment - new

**Projected Start Date:**

04/01/2011

**Projected End Date:**

03/30/2014

**National Objective:**

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Total Budget:**

\$ 316,231.00

**Other Funds Total:**

\$ 0.00

**Total Funds Amount:**

\$ 316,231.00

**Environmental Assessment:**

UNDERWAY

**Benefit Report Type:**

Direct (Households)

**Proposed Beneficiaries**

	Total	Low	Mod	Low/Mod%
# Owner Households	1		1	100.00
# of Households	1		1	100.00

**Proposed Accomplishments**

	Total
# of Singlefamily Units	1
# of Housing Units	1

**Activity is being carried out by Grantee:**

Yes

**Activity is being carried out through:**

Grantee Employees

**Organization carrying out Activity:**

Charlotte County

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed
Charlotte County	Local Government	\$ 316,231.00

**Location Description:**

Neighborhood ID #8827484 &ndash Port Charlotte, Charlotte County, Florida &ndash boundaries &ndash U.S. Route 41 to the West and South; Midway Boulevard to the North and Conway to the South East. Map Attached as Attachment A

**Activity Description:**

The County Real Estate Services Department will identify qualifying properties for acquisition in the targeted area. Acquisition of these properties will be pursued. New houses will be constructed for availability for LMI Households. All construction will utilize green building materials. All contractors have been instructed on the value and obligation of seeking new employees that are Section 3 qualified. With the completion of the construction phase, all of these properties will be made available for LMI Households. Primarily for long term home ownership if financing is available or long term rentals based income qualification.



**Grantee Activity Number: NSP-3-6**  
**Activity Title: Redevelopment by new construction (Set-Aside)**

**Activity Type:**

Construction of new housing

**Activity Status:**

Under Way

**Project Number:**

NSP-3-E

**Project Title:**

Redevelopment - new

**Projected Start Date:**

04/01/2011

**Projected End Date:**

03/30/2014

**National Objective:**

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

**Total Budget:** \$ 252,870.00

**Other Funds Total:** \$ 0.00

**Total Funds Amount:** \$ 252,870.00

**Environmental Assessment:**

UNDERWAY

**Benefit Report Type:**

Direct (Households)

**Proposed Beneficiaries**

	Total	Low	Mod	Low/Mod%
# Renter Households	3	3		100.00
# of Households	3	3		100.00

**Proposed Accomplishments**

	Total
# of Singlefamily Units	3
# of Housing Units	3
# ELI Households (0-30% AMI)	

**Activity is being carried out by Grantee:**

Yes

**Activity is being carried out through:**

Grantee Employees and Contractors

**Organization carrying out Activity:**

Charlotte County

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed
Charlotte County	Local Government	\$ 252,870.00

**Location Description:**

Neighborhood ID #8827484 &ndash Port Charlotte, Charlotte County, Florida &ndash boundaries &ndash U.S. Route 41 to the West and South; Midway Boulevard to the North and Conway to the South East. Map Attached as Attachment A

**Activity Description:**

The County Real Estate Services Department will identify qualifying properties for acquisition in the targeted area. Acquisition of these properties will be pursued. New houses will be constructed for availability for VLI Households.

All construction will utilize green building materials. All contractors have been instructed on the value and obligation of seeking new employees that are Section 3 qualified. With the completion of the construction phase, all of these properties will be made available for VLI Households. Primarily for long term home ownership if financing is available or long term rentals based income qualification. This activity will be used to house individuals or families whose incomes do not exceed 50% of area median income (VLI).



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## Action Plan Comments:

- Reviewer - The County has indicated they went into the Action Plan to review/assure all budgets were correct as submitted to HUD. NO changes were made to the budget, obligations, or expenditures. DM 06/11/2012.
- Reviewer - The CORRECTIONS TO THE COUNTY ACTION PLAN IS NOT A REFLECTION OF AN SUBSTANIAL AMENDMENT, BUT TO CORRECT THE PROJECT ACTIVITES WHICH WAS DEVELOPED UNDER THE RESTRICTED BALANCE ACCOUNT. ALL ACTIVITES WERE MOVED FROM THE RESTRICTED ACCOUNT, NO CHANGES OF THE AMOUNTS WERE MADE TO THE ORIGINAL PROJECT ACTIVITES OR BALANCE. DM 09.30.2011
- Reviewer - The County Action Plan is being rejected due an corrective error under the 9999 Restricted Balance Project Type. DRGR Help Desk is currently assisting the County in resolving this matter. DM 09/06/2011
- Reviewer - The County of Charlotte has submitted their final Action Plan in DRGR. All activites has been reviewed and is compared to the Substantial Amendment/Abbreviated Plan submitted in March 2011. DM 05/09/2011

## Action Plan History

Version	Date
B-11-UN-12-0025 AP#1	06/11/2012
B-11-UN-12-0025 AP#2	09/30/2011

