

**COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD MEETING MINUTES
November 10, 2009**

In attendance: Larry Cappleman, Ronald Sikes, Charlie Roper, Joy Boulter, John Kirby, Bob Battaglia, Jim Gustino, Planner II Regina McGruder, Community Development Director Tim Wilson, City Manager Mike Bollhoefer, Finance Director Robin Hayes, Community Relations Manager Andrea Vaughn, and Carla Bell-Johnson

Absent: Kelly Randall and Alan Haughey

Chairman Larry Cappleman called the meeting to order and determined a quorum at 4:39 p.m.

Mr. Cappleman called for a discussion of the September 8, 2009 meeting minutes. Charlie Roper requested one change to the meeting minutes.

Charlie Roper made a motion to approve the amended meeting minutes, Seconded by John Kirby, approved unanimously.

City Manager Mike Bollhoefer stated that the Community Redevelopment Agency Trust Fund has a cash balance of approximately \$360,530 available after paying debt services; and the CRA will have the resources to fund more projects. He stated that the East Winter Garden Affordable Housing Project is moving forward and the Planning and Zoning Board recently approved the Special Exception Permit to allow the tandem housing project in the RNC-2 zoning district and approved several setback variances to make the project work on the property. He stated that it is critical that the proposed homes be attractive so people will take pride in ownership and want to take care of the homes. He stated that this project will be a “musical chair” project to relocate families out of existing dilapidated housing into new homes and continue the cycle. It is important to build cash so funding is available for larger projects in East Winter Garden. He stated that this will be a nice project and a major improvement to the area.

Larry Cappleman stated that the CRA has already allocated \$150,000 to purchase property for development/redevelopment in East Winter Garden.

Larry Cappleman stated that the recommendation to approve the funding for the Downtown Entryway Signs will be presented to the CRA for final approval at the December 10, 2009 City Commission Meeting.

Community Development Director Tim Wilson presented the Board with a presentation on the Historic Downtown District Overlay Ordinance and stated that in 1994 a survey was conducted to lay the groundwork for creating a downtown historical area in the City.

Larry Cappleman inquired about the significance of establishing a Historic Downtown District.

Tim Wilson stated that guidelines have been put in place to define the boundaries of the Historic Downtown District and that some development design standards are in place for this core area defined within these boundaries. He stated that the Design Standards and Guidelines Manual for the Historic Downtown District are designated to be a working guide for design standards and procedures for this area. Staff has created development standards for both residential and commercial buildings within the district.

Larry Cappleman inquired about if the proposed Ordinance is adopted by the City Commission, who would be impacted within the district boundaries?

Tim Wilson stated that for residential maintenance there would be very little impact to repair and replace existing façade design, as long as the improvements are replacement of the existing architectural design features. He stated that if changes are proposed, it will require submittal of these changes to the Architectural Review Board for review and approval. He stated that the ARHBP was appointed to work with staff to create the Ordinance and Design Standards and Guidelines Manual and guidelines. The Board will review all demolitions, new projects and major changes to the existing architectural façade and design.

Bob Battaglia stated that if someone proposed to demolish an existing structure and rebuild a similar style home, he suggested the demolition process not be too bureaucratic for the permitting process.

Board Discussion with regards to the demolition process, district boundaries, architectural designs and other details regarding the Downtown Historic District.

Charlie Roper stated that the word “preservation” is a very sensitive word that could require no changes, preserving the existing etc. He informed the Board to be very careful when using this word.

Finance Director Robin Hayes stated that the \$150,000 allocated by the Board to purchase property in East Winter Garden has already been allocated in the previous year budget. She stated that she would verify this information for accuracy.

Joy Knight requested the Board make a motion to remove the vandalized Horizon Oaks Entranceway Signs because of graffiti and destruction of the signs; she stated that the signs have become an eyesore to the community.

Jim Gustino made a motion to request City Staff remove and destroy entranceway signs for Horizon Oaks Neighborhood. Seconded by John Kirby, approved unanimously

Meeting Adjourned at 5:25 p.m.

APPROVED:

ATTEST:

Chairman Larry Cappleman

Planner II Regina McGruder