



City of North Port
NEIGHBORHOOD DEVELOPMENT SERVICES
DEPARTMENT
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MEMORANDUM

TO: Honorable Mayor & Members of the North Port Commission

THRU: A. Jerome Fletcher II, ICMA-CM, City Manager

THRU: Jason Yarborough, ICMA-CM, Assistant City Manager

THRU: Alaina Ray, AICP, Neighborhood Development Services Director

THRU: Lori Barnes, AICP, Planning and Zoning Division Manager

FROM: Noah Fossick, Planner II, Staff Liaison to the Historic and Cultural Advisory Board

FROM: Jeremy Rogus, Environmental Technician, Staff Liaison to the Environmental Advisory Board

SUBJECT: Joint Meeting Between the Historic and Cultural Advisory Board and the Environmental Advisory Board

DATE: April 6, 2022

Dear Mayor and Members of the North Port Commission,

On December 9, 2021, at their regular meeting, the Historic and Cultural Advisory Board discussed the possible action on designating Pan American Boulevard to Little Salt Spring as a Historic Area. In the course of discussion of this item, the Board Members identified the additional environmental importance of the area. Subsequently, the Board Members gave consensus to invite the Environmental Advisory Board to a Joint Meeting to discuss possible actions on the designation of Pan American Boulevard to Little Salt Spring as a cultural, environmental, archaeological, and historical area.

On February 7, 2022, at their regular meeting, the Environmental Advisory Board directed Mr. Jeremy Rogus, their Staff Liaison, through a unanimous vote, to schedule through proper channels a joint meeting with the Historic and Cultural Advisory Board to discuss designating Pan American Boulevard to Little Salt Spring as a Historic Area.

Pursuant to the North Port City Code Chapter 4 – Boards and Committees, the Historic and Cultural Advisory Board and Environmental Advisory Board hereby request that the North Port Commission

consent to the scheduling of a special Joint Meeting between the two boards. The Joint Meeting will be to discuss possible action on designating Pan American Boulevard to Little Salt Spring as a Cultural, Environmental, Archaeological, and Historical Area. The Joint Meeting is necessary to allow each board to properly perform their duties as outlined in City Code Section 4-182. and Section 4-192.

Attachments:

- A. December 9, 2021, Historic and Cultural Advisory Board Meeting Minutes
- B. February 7, 2022, Environmental Advisory Board Meeting Minutes
- C. North Port City Code Sections 4-182 and 4-192

Attachment A



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Thursday, December 9, 2021

6:00 PM

City Hall Room 244

1. Call to Order

Chair Morgan called the meeting to order at 6:00 p.m.

2. Roll Call

Present 3 - Chair Morgan, Vice Chair Calhoun and Board Member Sterner

Absent 1 - Board Member Marrone-Cabrerra

Also Present

Interim Planning and Zoning Division Manager Allison Christie, Planner II Noah Fossick, and Recording Secretary Susan Hale

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

[21-1735](#)

Minutes for the October 14, 2021 Historic and Cultural Advisory Board Meeting

Discussion ensued regarding correcting the name of the railroad under Future Agenda Items as "Charlotte Harbor & Northern."

A motion was made by Board Member Sterner, seconded by Vice Chair Calhoun, to approve the Minutes as amended. The motion carried unanimously on a voice vote.

6. New Business

[21-1755](#)

Discussion and Possible Action on Development of Plans Pertaining to the Documentation of the Turpentine Dock and the Railroad Bed within the City of North Port

Chair Morgan introduced the item.

Discussion ensued regarding asking Commission to research information regarding the Turpentine Dock and the Railroad Bed, hiring a consultant to research, the Board Liaison

Attachment A

drafting a memorandum to the City Manager, and Board Member Sterner representing the Board at the Commission meeting.

A motion was made by Board Member Sterner, seconded by Vice Chair Calhoun, to direct Mr. Fossick to draft a memorandum to the City Manager requesting to create an agenda item for the Commission to develop a plan pertaining to the documentation of the Turpentine Dock and the Railroad Bed located within the City; to actively investigate those areas and document what is still there. The motion carried unanimously on a voice vote.

[21-1757](#)

Discussion and Possible Action on the Designation of Pan American Boulevard to Little Salt Spring as a Historic Area

Chair Morgan introduced the item.

Discussion ensued regarding requesting the Commission designate the area along Pan American Boulevard as a Historic area.

A motion was made by Board Member Sterner, to recommend to the Commission to designate the area of Pan American Boulevard to Little Salt Spring as a historic area based on the original plot of the City.

The motion was withdrawn.

Discussion ensued regarding the location of the designated greenway, Spring Haven Drive area proposed to be a conservation area, no action taken by the Commission, asking the Commission to reconsider the area's cultural, archaeology and ecological significance, and holding a joint meeting with the Environmental Advisory Board.

There was a consensus that the Historic Advisory Board invite the Environmental Advisory Board to a Joint Meeting to discuss possible actions on the designation of Pan American Boulevard to Little Salt Spring as a cultural, environmental, archaeological, and historical area.

[21-1973](#)

Discussion and Possible Action Regarding the Proposed 2022 Historic and Cultural Advisory Board Meeting Schedule

Chair Morgan introduced the item and suggested to continue action on this item until next month.

A motion was made by Board Member Sterner, seconded by Vice Chair Calhoun, to approve the 2022 Meeting Schedule, changing the time to 4:00 p.m. The motion carried unanimously on a voice note.

7. Updates

[21-1756](#)

Update on Artifacts Pertaining to Warm Mineral Springs

Discussion ensued regarding an update on the progress of Warm Mineral Springs, a discussion regarding designating Biscayne Plaza as a historic area and making a proposal to the City Commission to make a placard as the original site where the City of North Port began.

Ms. Christie spoke to the City working on the Major Site and Development (MAS) plan for Warm Mineral Springs, the development process, and the City's Historical Timeline to be placed in City Hall being on hold pending a redesign of the first floor.

Attachment A

8. Future Agenda Items

Future agenda items included scheduling a joint meeting with the Environmental Advisory Board, an update on Warm Mineral Springs, a discussion regarding designating Biscayne Plaza area as the original site where North Port began, a review of the proposal to the City Commission regarding the Turpentine Dock and Railroad Bed, review of the request to the City Commission designating the area of Pan American Boulevard as a historic area, and finalization of the Board's 2022 Meeting Schedule.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Morgan adjourned the meeting at 6:30 p.m.

Joan Morgan
Chair

Minutes were approved on the ____ day of _____, 2022.



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final Environmental Advisory Board

Monday, February 7, 2022

5:30 PM

City Hall Room 244

1. Call to Order

Chair Hale called the meeting to order at 5:30 p.m.

2. Roll Call

Present 7 - Chair Hale, Vice Chair English, Board Member Hall, Board Member Therrien, Board Member Grona, Board Member Holland and Board Member Lafler

Also Present

Stormwater Manager Elizabeth Wong, Environmental Technician Jeremy Rogus, and Recording Secretary Susan Hale.

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

Chair Hale introduced Jackie Lafler, who provided a brief history of her past experience.

Ms. Wong introduced the new liaison to the Board, Jeremy Rogus, who provided his background and interests in environmental issues.

5. Approval of Minutes

A. [22-2193](#) Approval of Minutes for the January 3, 2022 Environmental Advisory Board Meeting.

Chair Hale introduced the item.

Discussion ensued regarding a possible error under New Business where it was stated the consensus was to send the Chair as a representative, and Board Member Holland was present and was marked as absent.

Ms. Hale stated she will listen to the meeting and report her findings at the next meeting where the minutes can be approved.

Attachment B

6. Updates

- A. [22-2209](#) Review and Possible Action Regarding the Draft Letter to the City Commission Outlining a Proposal to Schedule a Joint Meeting with the Parks and Recreation Advisory Board, the Planning and Zoning Advisory Board, and the Historic and Cultural Advisory Board.

Chair Hale introduced the item.

Ms. Wong explained the process for items to be presented to Commission.

Discussion ensued regarding the type of meeting being requested, finding an agreeable date for the meeting, inter-committee communication regarding shared projects or projects that have a shared impact, possible avenues to share and/or obtain information, a virtual collaborative forum, and clearly outlining the Board's intent and purpose.

There was consensus to amend the draft letter to Commission as follows:

North Port's Citizen Advisory Boards all have defined responsibilities. However, there are areas of overlap among the boards dependent upon the projects and objectives of the boards. With the concurrence of the Commissioners, the Board would like to send a Board representative to attend the regularly scheduled meeting of the following citizens' advisory boards: Planning and Zoning Advisory Board, Parks and Recreation Advisory Board, and the Historic and Cultural Advisory Board.

The objectives of said meetings would be to facilitate the communication of overlapping environmental issues, share informational resources when appropriate, eliminate potential duplication of tasks/projects, and work together on activities that fall under the auspices of multiple advisory boards (when appropriate and in the best interests of the City.)

- B. [22-2210](#) Review and Possible Action Regarding the Draft Letter to the City Commission Requesting more Board Involvement in the Approval of Future Waivers that may Impact the Environment.

Chair Hale introduced the item.

Discussion ensued regarding the Board's concern to protect wildlife, pseudo laws that do not protect the environment, the negative effects of clearcutting parcels of land, and avoiding future waivers due to setting a precedent of allowing waivers.

Ms. Wong addressed how and when the Board wants the Commission to inform them, the chain of notifying the Board, and watching for issues on the Planning and Zoning Advisory Board regarding waivers.

A motion was made by Vice Chair English, seconded by Board Member Therrien, to send the following memo to the City Commission amending the current date.

Due to the rapid pace of development that is taking place in North Port, the EAB is of the opinion that all residential subdivision development that takes place should be held to the minimum 10% park requirement outlined in ULDC 37-14.

Natural habitat is disappearing while population density is increasing. Considering

Attachment B

these factors, we do not believe waivers to said provision should be granted for current or future developments.

Waivers that affect parkland, environmentally sensitive lands, water resources and/or wildlife habitat generally come under public scrutiny and discussion. The Environmental Advisory Board asks the Commissioners to consider notifying their EAB of said waiver requests.

Additionally, we respectfully suggest that the Commissioners weigh whether the minimum park requirement merits an upwards adjustment in response to said population density increases and natural habitat losses

The motion carried unanimously on a voice vote.

- C. [22-2211](#) Update on the City's Property Acquisition of the Myakkahatchee Creek Greenway Project and the Trail between Appomattox Drive and Price Boulevard.

Chair Hale introduced the item.

Ms. Wong presented a map of the status of the Tier I and Tier II lot acquisitions along the Myakkahatchee Creek Greenway, indicated the ownership of Tiers 1, and 2, the Master Plan for the Greenway, the Appomattox Trail to include the project being designed and permitted, a budget amendment being approved, and anticipated timetable to finish the trail.

7. New Business

- A. [22-2208](#) Discussion and Possible Action Regarding scheduling a Joint Meeting with the Historic and Cultural Advisory Board Regarding Designating Pan American Boulevard to Little Salt Spring as a Historic Area.

Chair Hale introduced the item.

Discussion ensued regarding creating a communication bridge with the Historic and Cultural Advisory Board and contacting the Board through proper channels.

A motion was made by Vice Chair English, seconded by Board Member Therrien, to direct Mr. Rogus to schedule through proper channels, a joint meeting with the Historic and Cultural Advisory Board to discuss designating Pan American Boulevard to Little Salt Spring as a Historic Area. The motion carried unanimously on a voice note.

- B. [22-2057](#) Discussion Regarding the Gulf Coast Community Foundation Playbook in Relation to Septic Systems.

Chair Hale introduced the item.

Discussion ensued regarding items that may be a benefit to the City,

There was consensus to continue Item No. 22-2057 to the March Board Meeting.

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C. [22-2213](#) Discussion Regarding Surtax-proposed Project Requests Related to the Environment.

Chair Hale introduced the item.

Discussion ensued regarding public requests pertaining to projects, finding the surtax online through Sarasota County Surtax, and an email of proposed projects being sent to Board Members.

There was consensus to continue Item No. 22-2213 to the March Board Meeting.

8. Future Agenda Items

Future agenda items included feedback on the two draft memos, discussion and possible action regarding scheduling a Joint Meeting with the Historic and Cultural Advisory Board, discussion regarding surtax-proposed project requests related to the environment, with Chuck English emailing backup documentation to the Board liaison, discussion of accomplishments of the Board during 2021, and a discussion regarding a memo pertaining to septic regulations, maintenance, and conversion to City Water.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Hale adjourned the meeting at 7:22 p.m.

Allain Hale, Chair

Minutes were approved on the ___ day of _____, 2022.

Sec. 4-182. - Powers and duties.

- (a) The environmental advisory board shall serve as an information resource to and advise the city commission on ways to protect, conserve, enhance and raise public awareness of the city's natural and environmental resources, its wildlife habitat, its flora and fauna, and on safeguarding environmental quality for the future.
- (b) The environmental advisory board shall:
- (1) Advise the city commission on matters pertaining to preserving and promoting clean air and water quality.
 - (2) Advise the city commission on matters pertaining to preserving and promoting wildlife and habitat protection.
 - (3) Advise the city commission on state and federal environmental regulations that may impact the city.
 - (4) Analyze and consider environmental concerns raised by citizens.
 - (5) Identify educational and outreach community opportunities related to preserving and protecting the environment and wildlife habitat.
 - (6) Research and recommend grants and incentives related to preserving and protecting the environment and wildlife habitat.
 - (7) Advise the city commission on matters pertaining to tree planting and care, landscaping, beautification of public road rights-of-way and public places within the city, grant opportunities, and the availability of special programs to assist the public.
 - (8) Perform other duties relating to preserving and protecting the environment, wildlife habitat, trees, landscaping, and beautification of public places as the city commission may from time-to-time direct.

(Ord. No. 2018-01, § 2(2.01), 3-6-2018; Ord. No. 2021-32, § 2.01, 6-22-2021)

Sec. 4-192. - Power and duties.

- (a) The historic and cultural advisory board shall serve as an information resource to and advise the city commission on ways to protect, conserve, preserve, enhance, and raise public awareness of the city's historic and cultural resources.
- (b) The historic and cultural advisory board shall:
 - (1) Advise the city commission on designation and regulation of historic and cultural sites and structures within the city.
 - (2) Identify and recommend designation of historic and cultural landmarks.
 - (3) Identify and recommend properties and landmarks potentially eligible for listing on the local and National Register of Historic Places.
 - (4) Periodically review the city's inventory of historic and cultural sites and landmarks.
 - (5) Identify and make recommendations regarding the city's comprehensive plan, codes, policies, and projects that influence historic and cultural resources.
 - (6) Evaluate and make recommendations regarding potential legislation pertaining to historic and cultural resources.
 - (7) Evaluate and recommend efforts for increasing public awareness of the city's history, culture, and historic and cultural sites and resources.
 - (8) Perform other duties related to protecting, conserving, enhancing, and raising public awareness of the city's historic and cultural resources as the city commission may from time to time direct.

(Ord. No. 2018-21, § 2(2.01), 5-8-2018)