



May 9, 2019

Mario Rubio, Director  
Florida Department of Economic Opportunity  
Division of Community Development  
107 East Madison Street, MSC 160  
Tallahassee, FL 32399-4120

**Re: Community Planning Technical Assistance Grant 2019-2020**

The City of North Port is requesting \$41,000 from the Community Planning Technical Assistance Grant to aid the City in the research, evaluation, and development of a range of effective strategies (e.g. legal, economic environmental and structural) by which the City may require or encourage modifying, de-platting, and/or aggregating and re-platting approximately 650 acres of antiquated, subdivided land located in the northeastern portion of the City.

This area was predominantly platted as a single-family, residential subdivision with little consideration for its impact on environment, water supply, sewage disposal, transportation, or alternative land uses; therefore, it has yet to be constructed upon and no longer complies with subdivision rules and regulations. With the premature commitment to a land use pattern of detached single-family housing, developers are prevented from responding to market demand for amenitized development with diverse types of dwelling units. Without flexibility, developers have turned to other, much larger tracts of land elsewhere in the city to meet the new market demands, leaving the pre-platted lands vacant.

Further, pre-platted lands are overcommitted to a singular form of development, single-family residential, which precludes other types of land uses. Consequently, other land uses such as multi-family, commercial, or industrial, which might take place on the platted lands if they were not in subdivided lots, are directed to undeveloped land outside the subdivisions.

The funding of this proposal will further the development of a multi-faceted approach to the project area that includes an evaluation of utility infrastructure, land use analysis, and a



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transportation plan. When these evaluations and recommendations are integrated with the results of this grant request, the result will be a comprehensive final report and action plan, that provides a land use mixture and supporting infrastructure that will lead to the stabilization and revitalization of the community.

It is imperative for the City to develop a blueprint of effective and replicable strategies that can be used to address these issues and we are seeking a partnership with DEO to accomplish this effort.

Attached to this document is a work plan (Exhibit A) that describes the steps that are proposed for the development of a plan for the subject area. If successful, the tools that would be created in this process could be utilized to facilitate rehabilitation other pre-platted areas within the City. We look forward to discussing this further with your agency.

If you have any questions, please contact,  
Frank Miles, MPA  
Neighborhood Development Services Director  
941-429-7160  
[fmiles@cityofnorthport.com](mailto:fmiles@cityofnorthport.com).

Sincerely,

Peter Lear, CPA, CGMA, City Manager

cc: Frank Miles, MPA, Neighborhood Development Services Director  
Nicole Galehouse, Planning Division Manager  
Cari Branco, Assistant City Manager  
Valerie Malingowski, Grant Writer





## EXHIBIT A

### City of North Port: Platted Lot Assemblage and City Land Use Ratio Plan

#### SCOPE OF WORK:

The City of North Port, through its consultant, will develop a two-step method for the assemblage of single-family, pre-platted lands and a city-wide land use analysis to determine the recommended re-designation of land use types for these lands. The first step will produce a range of effective and replicable strategies (e.g. legal, economic and structural) by which the City may require or encourage modifying, de-platting, and/or aggregating and re-platting approximately 650 acres of antiquated, single-family subdivided land. The second step will entail a city-wide land use analysis and report describing the potential changes in land use designations. The proposed project area is located in the northeastern portion of the City and is designated as Activity Center #6 (AC #6) on the City's Future Land Use Map (Exhibit B).

The planning services provided by the Consultant shall include but are not limited to the following: research/data collection, population projections and other socio-economic characteristics (provided by the City), environmental considerations, analysis of potential land use changes, preparation of graphic maps, and planning timeframes (no more than six months after contract award) for utility infrastructure, land use analysis and transportation plan for AC #6 in the City of North Port.

#### BUDGET:

Deliverables	Completed By	Due Date	Amount
1-Land Assemblage Report	Consultant	10/30/2019	\$ 9,000
2-Land Use Analysis Report	Consultant	12/31/2019	\$ 9,000
3-Strategy Development	Consultant	02/28/2020	\$ 8,000
4- Workshops and Outreach	Consultant and City Staff	Throughout Study Process	\$ 7,000
5-Final Report	Consultant and City Staff	06/15/2020	\$ 8,000
			\$ 41,000

#### DELIVERABLES:

##### Deliverable 1 - Land Assemblage Analysis and Strategy Report

**Due Date:** 10/30/2019

**Payment:** \$9,000

The City of North Port shall research and evaluate, on a state-wide basis, the various approaches that can be used to encourage the modification, de-platting, and/or aggregation and re-platting of existing, vacant single-family lots. Based on the evaluation of state-wide 'best practices' the Grantee shall provide a report on the analysis, findings and recommendations for an effective and cost-efficient land assemblage or strategies. Completion of Deliverable 1 shall be evidenced by submission of the following:

1. A written report that incorporates the identification and analysis of state-wide 'best practices' and a minimum of four (4) effective and cost-efficient land assemblage strategies.

#### Deliverable 2 - Land Use Analysis and Report

**Due Date:** 12/31/2019

**Payment:** \$9,000

The City of North Port will perform an analysis on the Activity Center, including, but not limited to, demographics, environmental considerations, housing, amenities, and conditions. The analysis will include written analysis of the area, as well as visual aids such as maps and graphs.

Completion of the tasks in accordance with Deliverable 2, evidenced by submission of the following:

1. Conduct a land use analysis to provide information on all properties within the project area and the remainder of the City of North Port; prepare a land use analysis report which provides a narrative analysis describing the data on which it is based, and to include and address the following:
  - a. Parcel size and current uses;
  - b. Property ownership;
  - c. Future land use designation;
  - d. Zoning designation;
  - e. Analysis of vacant properties;
  - f. Land use ratios for the project based on existing and future City-wide land use ratios; and
  - g. Environmentally sensitive areas.
2. The City will prepare a written report accompanied by a minimum of four (4) graphs and/or maps as visual aids. The report shall include at a minimum three (3) land use scenarios for the project area. Information will be provided in the format requested by DEO.

#### Deliverable 3- Strategy Development

**Due Date:** 02/28/2020

**Payment:** \$8,000

The information gathered through the land assemblage and land use analysis and community input will feed into the creation of effective and specific strategies for land assemblage, identification and distribution of land uses types in the project area and area revitalization. It will also identify funding sources, which will include City funding and may include grant programs, or contributions from local businesses or developers. It should also include development of additional strategies for engagement of the property owners and the community as a whole.

Completion of the tasks in accordance with Deliverable 3, evidenced by submission of the following:

1. A report that synthesizes the findings and recommended strategies for land assemblage, land use changes and distribution, and provides an overall strategic approach for the revitalization of the project area and potential funding sources.

#### Deliverable 4 - Workshops and Outreach

**Due Date:** Throughout Development Process

**Payment:** \$7,000

The City will hold one workshop/community outreach effort to identify the strengths and weaknesses of the proposed land use strategies and land use changes. The City will also conduct one discussion and one presentation to the City Commission. The discussion with City Commission and workshop/community outreach will ensure that City goals are incorporated into the project, increasing its long-term viability. These will provide information on the purpose, methodology, and results of the analyses and will solicit comments that will be used to shape the strategies for land assemblage and land use changes for the project area. Other methods of outreach may include mailed and social media surveys. The final presentation will provide an overview of the final plan and implementation strategies to the Commission. Target Commission hearing dates are September 2019 and the second meeting in May 2020.

Completion of the tasks in accordance with Deliverable 4, evidenced by submission of the following:

1. Backup materials provided to Commission;
2. One legible copy of workshop outreach and marketing materials, such as invitations, flyers, and agendas;
3. Copy of sign-in sheets which identify the stakeholders;
4. Copy of surveys, if any, that are distributed through mail or social media;
5. Written summary report of each presentation, discussion, workshop, and/or survey results. The summary report will include issues identified and recommendations that arose from the discussion.

#### Deliverable 5 - Final Report

**Due Date:** 04/30/2020

**Payment:** \$8,000

Grantee will prepare a final plan on the state of the project site and how to move forward based on strategic land assembly and mix of land use.

Completion of the tasks in accordance with Deliverable 1, 2, 3 and 4, will be included in the final Property Assemblage and Land Use Analysis Report in the format requested by DEO that includes the following:

1. Property assemblage opportunities founded on sound and effective land assembly strategies;
2. Land use scenarios centered on a city-wide land use ratio and developed from a comprehensive evaluation of baseline property information; and
3. The findings and recommended strategies for land assemblage and, land use changes and distribution, and provides an overall strategic approach for the revitalization of the project area.



# EXHIBIT "B"

## LOCATION MAP

