

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20040275

1. REQUESTED MOTION:

ACTION REQUESTED: Approve a an agreement with the Boca Grande Community Planning Association Inc. to provide public financial support in the development of the Boca Grande Community Plan.

WHY ACTION IS NECESSARY: Section 3.1 of Administrative Code 13-3 requires contract approval by the Board of County Commissioners.

WHAT ACTION ACCOMPLISHES: Sets forth requirements for the issuance of Sector Planning funds to the Boca Grande Community Planning Association Inc. for the development of the Boca Grande Community Plan.

**2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT # 1**

A 4 A

3. MEETING DATE:

04-13-2004

4. AGENDA:

- CONSENT ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:
(Specify)**

- STATUTE
- ORDINANCE
- ADMIN. CODE AC13-3
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT Community Development
- C. DIVISION Planning
- BY: Paul O'Connor, AICP, Director
POC 3/29/04

7. BACKGROUND: The Boca Grande Community Planning Association, Inc. (BGCPA) has submitted a request for financial support to the Board of County Commissioners. The applicant is requesting \$25,000.00 of public funding in accordance with Administrative Code (AC) 13-3, Section 3. The applicant proposes to develop the Boca Grande Community Plan with the intent that its recommendations will be incorporated into the Lee Plan.

Obtaining this grant is contingent upon BGCPA complying with the terms and conditions of the contract and the provisions of Administrative Code 13-3. It is understood by all parties that the community planning effort: is subject to the Florida laws on Open Government; must provide an adequate opportunity for public participation; must provide reasonable notice of all meetings pertaining to the planning effort; and, that all meetings of the Community Panel and Subcommittees must be open to the public. The Community Panel must also maintain both recorded and written minutes of all its full meetings.

The estimated cost of the Boca Grande Community Plan is \$70,000.00. This request to the Board for \$25,000.00 of Lee County funds will pay for approximately 35% of the total estimated project cost. This project will include all of Gasparilla Island, including Boca Grande Isles, Three Sisters Island, Hoagen's Key, Loomis Island and the Gasparilla Inn Historic Resort Area. Also included are all other lands lying between the toll booth and Gasparilla Island including Cole Island and the Boca Grande Causeway. BGCPA is also seeking \$20,000.00 from Charlotte County and \$25,000.00 from the Gasparilla Island Conservation and Improvement Association, Inc.

Funds are available in account: LB5150715500.508309.05 (Community Development at/Planning/Unincorporated MSTU/Other Grants & Aids/Sector Planning)

Attachments:

- Grant Contract
- Application Materials (including Administrative Code 13-3)

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services	G County Manager
<i>M. B. B...</i>	<i>[Signature]</i>	NA	NA	<i>DWC 3-30-04</i>	<i>[Signature] 3/30/04</i>	<i>[Signature]</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: 3/29/04
Time: 3:25
Forwarded to:
ADMIN 3/30/04
10:00 AM

RECEIVED BY
COUNTY ADMIN [Signature]
3/30/04
10:00 AM
COUNTY ADMIN
FORWARDED TO: [Signature]
4-1-04
11:30 AM

BA

COMMUNITY PLANNING AGREEMENT
BETWEEN LEE COUNTY AND BOCA GRANDE
COMMUNITY PLANNING ASSOCIATION, INC.

RECITALS

- A. The Board of County Commissioners recognizes that unincorporated Lee County consists of many diverse communities with various visions on how their community should develop.
- B. The residents of the Boca Grande community have expressed a desire to prepare a community plan to propose goals, objectives, and policies applicable to the Boca Grande community that may ultimately be incorporated into the Lee Plan.
- C. The Boca Grande Community Planning Association, Inc. (BGCPA) has approached the County requesting planning funds to be used for expenditures incurred to prepare and submit a community plan for the Boca Grande community.
- D. Lee County Administrative Code 13-3 requires communities who seek planning funds from the County to enter into a contract to govern the disbursement and use of public money on the community planning effort.

NOW, THEREFORE, THE PARTIES HERETO AGREE as follows:

1. Geographic Area. This agreement pertains to the preparation of a community plan for a geographical area known as Boca Grande, which is generally described as follows:
- a. All of Gasparilla Island (located primarily in Lee County, but also in Charlotte County) including Boca Grande Isles, Three Sisters Island, Hoagen's Key, Loomis Island, and the Gasparilla Inn Historic Resort Area; and
 - b. All other lands lying between the toll booth operated by the Gasparilla Island Bridge Authority and Gasparilla Island, including Cole Island and the Boca Grande Causeway.

The geographic area has been illustrated in Exhibit A hereto.

2. Deliverables. The Boca Grande Community Planning Panel (the "Panel") is responsible for the preparation of a community plan, including suggested goals, objectives, and policies applicable to the area described in paragraph 1 above. The intent of the

parties is that the County may ultimately incorporate the proposed goals, objectives, and policies into the Lee County Comprehensive Land Use Plan. The parties agree that the draft community plan will include data and analysis to support recommended goals, policies, and objectives for consideration by Lee County Planning Division staff. See Exhibit B for detailed description of deliverables.

3. Eligibility for Public Funds. The parties agree that Lee County will provide the Panel with up to \$25,000 in planning funds that will be used solely for expenditures incurred by the Panel in the preparation and submission of a community plan. Total disbursements from the County will not exceed \$25,000.

4. Applicability of Lee County Administrative Code. The parties agree that the community planning effort will be governed by the regulations set forth in Lee County Administrative Code 13-3 entitled "Administrative Procedures Governing Community Planning Efforts Receiving Financial Support From the BOCC." Lee County Administrative Code 13-3 is attached hereto as Exhibit C.

5. Applicability of Florida's Public Records and Open Meetings Laws.

A. Open Government

1. The parties agree that the community planning effort is subject to Florida laws on Open Government. Accordingly, all meetings of the Panel and its subcommittees will be open to the public. Moreover, the Panel will provide an adequate opportunity for public participation in the Boca Grande community planning effort. In addition, the Panel will encourage and allow the participation of residents, property owners, the school district, and other interested parties at all meetings and workshops on the community planning effort.
2. The Panel will provide reasonable notice of all meetings pertaining to the community planning effort.
3. Notification of meetings and workshops will include the posting of meeting date, time, and location of the meeting/workshop in accordance with Section 5, Lee County Administrative Code 13-3.
4. The parties agree that subcommittees consisting of members of the Panel and other community members may meet for the purpose of

information gathering, information sharing, and the exploration of common concerns. Subcommittee meetings are also required to be publicly noticed. Common concerns explored by the subcommittees must be presented to the full community panel during a properly noticed public meeting consistent with Section 5 of Lee County Administrative Code 13-3.

5. The Panel must maintain minutes of its meetings in accordance with Section 5, Lee County Administrative Code 13-3.

B. Public Records

All records created in connection with the community planning effort must be retained by the Panel for three years following the date of submission of a completed comprehensive plan amendment application. The records will be considered public records as defined by Chapter 119, Florida Statutes.

6. Record Keeping. The Panel must retain all financial, supporting documentation, and other records necessary to document the community planning effort and expenditures during the term of this agreement. If any litigation, claim, negotiation, audit, or other action involving the records are initiated prior to the expiration of a three-year period, the records must be retained for an additional one year after the final resolution of the action and final resolution of all issues that arise from the action.

7. Assurance, certification, and compliance. The Panel agrees that:

- A. It will comply with Chapter 760, Florida Statutes, and Lee County Ordinance 00-18 that prohibit discrimination in employment on the basis of race, color, national origin, sex, religion, disability, or marital status.
- B. Products or materials purchased with public funds will be procured in accordance with the provisions of 403.7065, Florida Statutes, which refers to the procurement of products or materials with recycled content.
- C. It will comply with the Americans with Disabilities Act of 1990, P.L. 101-336, which prohibits discrimination on the basis of disability and requires reasonable accommodation for persons with disabilities.

- D. It will notify Lee County of any significant change in the organization of the Panel.

8. Disbursement of Public Funds.

- A. Lee County will disburse up to \$25,000 to the Boca Grande Community Planning Panel during the term of this agreement, subject to the provisions pertaining to return of funds and suspension and termination of the agreement. (See paragraph 12.) The Panel agrees to spend the public funds only on items set forth in the scope of work and schedule of deliverables set forth in the document attached as Exhibit B. The County will disburse money upon the receipt and approval of a completed payment request report. Disbursements may be made in installments based on the completion of items contemplated in the deliverables. The payment request report must include documents to support the expenditures. If the Panel fails to submit a payment request report, disbursements will be delayed until the receipt of a report. The County reserves the right to approve or disapprove payment requests.

Copies of supporting documentation must be attached to the payment request report. The County may require additional supporting documentation before agreeing to disburse money.

- B. Unsupported/unallowable costs. The County has the option to defer payment to the Panel during the period of a County audit or monitoring due to questionable items. If, as a result of the audit or monitoring, unallowable or unsupported costs are found, no further disbursements will be made until the full amount of overpayment is remitted to Lee County or the County accepts a repayment agreement.

9. Audits, Monitoring, and Records.

- A. Monitoring. The Panel agrees to permit County employees to inspect records, papers, and documents to be assured of satisfactory performance with the terms and conditions of this agreement. The monitoring is a limited scope of review and does not relieve the Panel of its obligation to manage the public monies disbursed by the County in accordance with Lee County Administrative Code 13-3 and sound management practices.

Following this monitoring, the County may deliver to the Panel a written report regarding the status of compliance with the terms and conditions of the agreement. The panel must rectify all noted deficiencies within the specified period of time indicated in the monitoring report or provide the County with a reasonable and acceptable justification for not correcting the noted shortcomings. The Panel's failure to correct or justify the deficiencies within the time specified by the County may result in the withholding of future disbursements or termination of the agreement.

B. Audit and Inspections. The Panel will make all records and items included on financial statements available for audit or inspection purposes during normal business hours and as often as County deems necessary. The Clerk of Courts internal audit division and Lee County have the right of timely and unrestricted access to books, documents, papers, and other records of the panel that are pertinent to the agreement in order to make audits, examinations, excerpts, transcripts, and copies of those documents.

10. Risk Management. The Panel will defend, hold harmless, and indemnify the County from and against all liability, loss, claims, damages, costs, attorneys fees, and expenses that the County may sustain, incur, or be required to pay either by reason of the loss of or improper use of money disbursed or to be disbursed hereunder including, but not limited to, fraud, embezzlement, or dishonesty on the part of any person represented or employed by the Panel, or by reason of the intentional or negligent act of the Panel or its agents, representatives, or employees.

11. Suspension/Termination. The County reserves the right to suspend the disbursement of money for failure to comply with this agreement. The County may cancel this agreement by giving 24 hours written notice to the Panel by certified mail following a determination by the Board of County Commissioners that the cancellation is in the best interest of the people of Lee County. Neither party will have further obligations under this agreement as of the date of cancellation unless specified otherwise in the termination notice. The Panel may cancel this agreement by giving 72 hours prior written notice to the County by certified mail. The County's obligation to make further disbursements under this agreement will cease as of the effective date of termination.

12. Reports.

- A. The Panel agrees to prepare a report outlining the progress of the Boca Grande community planning effort and deliver the report to the County with each request for disbursement of funds.
 - B. A closeout report is due 60 days after the termination of the agreement or upon the submission of a completed community plan in the form of a comprehensive plan amendment application.
 - C. If the required reports are not sent to the County or not completed in a manner acceptable to the County, the County may withhold further disbursements until the reports are completed.
13. Duration of agreement. Parties agree that the Panel will deliver a proposed community plan for consideration by the Lee County Planning Division no later than December 2005 unless this agreement is terminated beforehand as specified in Paragraph 12.
14. Notice. The parties agree all notices provided under or pursuant to this agreement will be in writing either by hand delivery or first class certified mail, return receipt requested, to the representative identified below and at the address set forth below. The name and address of the County representative is: Paul O'Connor, Director, Planning Division, Department of Community Development, 1500 Monroe Street, P. O. Box 398, Fort Myers, Florida 33902-0398. The name and address of the representative of the Boca Grande Community Planning Association, Inc., responsible for the administration of this agreement is: Edward Hoopes, 1712 Jose Gaspar Drive, P. O. Box 1451, Boca Grande, Florida 33921. In the event different representatives or addresses are designated by either party after the execution of this agreement, notice of the new information will be provided in accordance with this section.
15. Applicable Law. This agreement will be construed under the laws of the State of Florida and the venue for any actions arising out of this agreement will lie in Lee County.

In witness thereof, Lee County and the Boca Grande Community Planning Association, Inc., have executed this agreement:

Attest: Clerk of Court

Lee County

By: _____
Deputy Clerk

By: _____
Chairman
Board of County Commissioners

Date: _____

APPROVED AS TO FORM:

Donna Marie Collins
Assistant County Attorney

Boca Grande Community Planning
Association, Inc., A Florida Not-for-Profit
Corporation

By: _____
Edward Hoopes, President

Date: _____

STATE OF FLORIDA
COUNTY OF LEE

The foregoing instrument was acknowledged before me this _____ by
(date)
Edward Hoopes, President of the Boca Grande Community Planning Association, Inc.,
a Florida Not-for-Profit corporation, on behalf of the corporation. He is personally known
to me or has produced _____ as identification.
(type of identification)

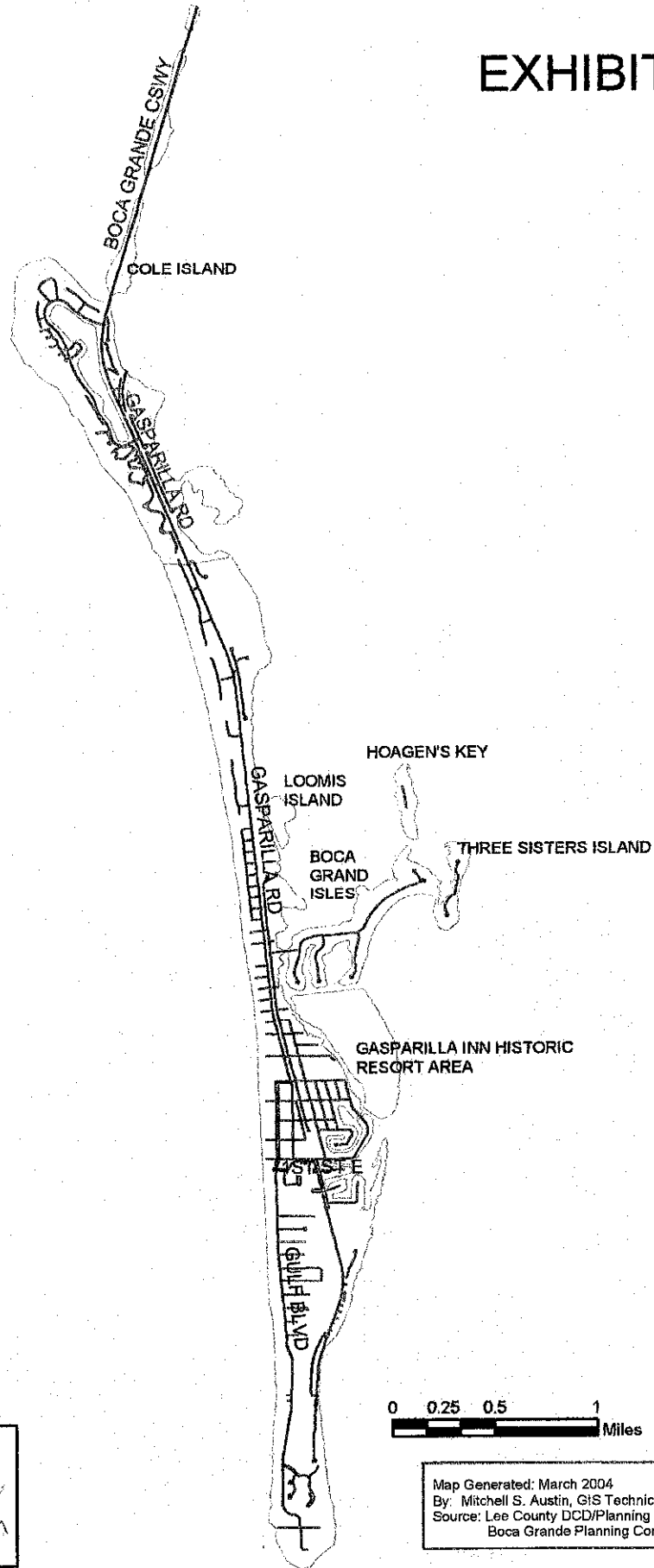
(Signature of person taking acknowledgment)

(Name typed, printed, or stamped)
(Title or Rank)
(Serial Number, if any)

Exhibits:

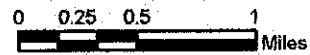
- A: Map of Geographic Areas subject to the Community Planning effort
- B: Deliverables - Prepared by Morris Depew and Associates
- C: Lee County Administrative Code 13-3

EXHIBIT A



LEGEND

- Charlotte County Roads
- Charlotte County
- Lee County
- Lee County Roads



Map Generated: March 2004
By: Mitchell S. Austin, GIS Technician
Source: Lee County DCD/Planning
Boca Grande Planning Community Map

Work Product: Boca Grande Community Plan

- 1.) Background Data and Analysis—shall consist of:
 - a. A written and electronic report detailing the historical context of the planning community in which the current growth management debate has been undertaken on Gasparilla Island. This report will constitute a portion of the background data and analysis for the Plan amendment application.
 - b. A written and electronic report providing details on planning related issues impacting growth and development on Gasparilla Island, outlining the concerns expressed by the residents and stakeholders and the methodologies used to gather data on the issues.
 - c. A written and electronic report describing the raw data on citizen input related to planning issues for Gasparilla and the methods used to elicit public input on the issues raised. This report will detail the means by which a consensus was reached during the planning process and detail the means by which the process was kept open and receptive to public input. Additionally, a detailed log of documents kept available for review by the public, and upon which the Panel will base its findings, will be provided.
 - d. A website will be established to permit the electronic review of materials included in the background data and analysis.
 - e. A written and electronic report providing background and analysis for each specific planning issue affecting Gasparilla, intended to provide support for the individual Goals, Objectives, and Policies provided in the amendment application.
 - f. A written and electronic comprehensive plan amendment application package including all necessary background and impact studies as required and applicable.

- 2.) Goals, Objectives and Policies—shall consist of:
 - a. Not less than one Goal establishing the need for growth management efforts specifically directed towards Gasparilla in each of the following categories:
 - i. Community Facilities and Services;
 - ii. Conservation and Coastal Zone Management;

- iii. Recreation and Open Space;
 - iv. Land Use;
 - v. Transportation;
 - vi. Historic Preservation;
 - vii. Housing;
 - viii. Intergovernmental Coordination; and
 - ix. Economic Development.
- b. Not less than one Objective per proposed Goal to establish the necessity for preservation of the Gasparilla Island lifestyle through the implementation of growth management policies uniquely applicable to the community.
 - c. Individual policies under each Objective addressing those issues identified as the most pressing growth management concerns about which a consensus was reached during the Community Panel planning process.

3.) Adoption process:

- a. Representatives of the Boca Grande Community Panel will be available to meet with Staff, the Local Planning Agency, and the Florida Department of Community Affairs as necessary to present findings and answer questions regarding the amendment package.
- b. Representatives of the Boca Grande Community Panel will assist in providing additional data to Staff, the Local Planning Agency, and the Florida Department of Community Affairs as necessary to support the proposed amendments. Additional data and analysis will be submitted, if requested, in support of the proposed amendment package.
- c. Representatives of the Boca Grande Community Panel will attend transmittal and adoption hearings as necessary to provide additional input for the Board of County Commissioners and support to the proposed amendment package.

EXHIBIT C

**ADMINISTRATIVE CODE
BOARD OF COUNTY COMMISSIONERS**

CATEGORY: Development/Planning/Zoning	CODE NUMBER: 13-3
TITLE: Administrative Procedures Governing Community Planning Efforts Receiving Financial Support from the BOCC	ADOPTED: 6/26/01
	AMENDED:
	ORIGINATING DEPARTMENT: Department of Community Development

Purpose/Scope: To provide procedures and criteria for community planning effort and to establish the minimum acceptable criteria for community plans in order to be eligible for public financial support.

Policy/Procedure: The Board of County Commissioners recognizes that unincorporated Lee County consists of many diverse communities with various visions of how their community should develop. The intent of a community plan is to propose goals, objectives, and policies applicable to a specific area of the County that may ultimately be incorporated into the Lee Plan. Upon completion of a community planning effort the information gathered and the common concerns identified will be considered for a formal amendment to the Lee Plan.

The following procedures are established by the Board of County Commissioners to assure public confidence in the grass root planning effort when public funds are provided to encourage the development of community plans by the residents of a community:

Section 1. Definitions:

- 1.1. "Community Panel" means the collection of community residents who volunteer to act as the group responsible for coordinating and overseeing the community planning effort. The Community Panel is encouraged to represent a wide variety of the community, including citizens, local business people, landowners, developers, and civic leaders. The Community Panel initiating a community planning effort must be a legal entity, either already existing or established expressly for the purpose of conducting the planning effort. The Community Panel may also be a committee or subset of a legal entity. If the Community Panel receives public funds from the Board of County Commissioners, they will be responsible for the financial accountability of the public funds granted for use in the community planning effort. The Community Panel is not an advisory body to the Board of County Commissioners. Their planning product is a compilation of the common concerns of the community containing suggested amendments to the Lee Plan and/or the Land Development Code to address those concerns.
- 1.2. "Planning Funds" means a grant, not to exceed \$25,000, that will be used for certain expenditures incurred by the Community Panel in the preparation of and the submission of the community plan.
- 1.3. "Seed Money" means an initial grant of public money, authorized by the Board of County Commissioners, to be used to initiate a community plan. Seed money will be disbursed only after the Community Panel has entered into a written grant agreement with the County describing the scope of the community plan and the limitations on the use of the grant.

Section 2. Initiation of a Community Planning Effort:

- 2.1. Residents wishing to serve as a Community Panel that is eligible to receive financial support from the County, must have at least one preliminary meeting with Planning Division staff to discuss the proposed community planning effort.
- 2.2. Following initial discussion with the Planning Division, the Community Panel must develop a written Community Planning Proposal that must contain, at a minimum:
 - a. The proposed name of the Community Panel including a list of the people who will act as the initial Community Panel, and information regarding its organization and composition, including, if applicable, a copy of its current budget and a list of its board of directors. (The membership of the Community Panel may be increased thereafter);
 - b. Copies of completed Form 1 "Statement of Financial Interests" for the previous year and, when applicable: Form 2 "Quarterly Client Disclosure" for the previous four quarters from those people wishing to act as the Community Panel and from any consultants that have been retained by the Community Panel to assist in the community planning effort;
 - c. A preliminary boundary description or a map of the area of the unincorporated County that the plan intends to cover;
 - d. An overview of the main issues that the planning effort intends to address and the expected resources needed to address the issues;
 - e. A preliminary timetable for the planning effort including target dates for project milestones such as completion of a visioning effort, completion of the data and analysis, workshops and public meetings, compilation of a draft study, and study completion date;
 - f. A description of the methods and procedures to be used to foster the maximum amount of public participation in the planning process;
 - g. A good faith estimate of the expected full cost of the planning effort;
 - h. A statement indicating the percentage of the projected costs that will be provided through the County funds; and,
 - i. A tangible demonstration that the planning effort will operated in a financially sound manner.
- 2.3. Planning staff will review and comment on the Community Planning Proposal to determine if it is sufficient for presentation to the Board of County Commissioners. Planning staff may require additional information, clarifications, or revisions to assure that the minimum requirements of this code have been met. Planning Staff will make a recommendation as to whether a Community Planning Proposal is sufficient to proceed before the Board of County Commissioners.

Section 3. Obtaining Seed Money and Planning Funding:

- 3.1 Once a Community Planning Proposal is determined by Planning staff to be sufficient, staff will initiate a blue sheet to bring the proposal, which includes a proposed grant agreement requesting the use of public funds, to a Public Hearing at a regularly scheduled Board of County Commissioner

meeting. The grant agreement will set forth the terms and conditions that must be fulfilled prior to obtaining the Planning Funds and the seed money, if included in the request.

- 3.2. At the Public Hearing the Board of County Commissioners will solicit input from members of the community and the public in general.
- 3.3. Following public comment, the Board of County Commissioners will consider by motion whether to enter into the contract with the Community Panel.

Section 4. Seed Money, Planning Funds and Additional Grant Funding Assistance:

- 4.1. The Board of County Commissioners may initially authorize a grant of up to \$5,000 ("seed money"), to facilitate a community planning effort. No money will be disbursed by the Board until the required grant agreement is approved. The "seed money" will be disbursed pursuant to the written grant agreement between the County and the Community Panel. All disbursements of "seed money" will be deducted from the maximum amount of funds for which the Community Panel may be eligible.
- 4.2. A subsequent disbursement of public money Planning Funds will be available in accordance with the terms and conditions of the grant agreement. The County grant will be based on the size and scope of the planning effort and the Community Panel's ability to complete the effort. In no event may the total amount of funds disbursed exceed \$25,000.
- 4.3. All grants of public funds must be used solely for the creation of the community plan. Acceptable uses of these public funds will include: payment of professional consulting services; advertising of public meetings/workshops; and copying of draft and final documents. Public funds may not be used for the rental of office space, purchase of supplies such as computers and software, or phone service. Before receiving any funds, the Community Panel must document how the funds will be utilized to the Lee County Department of Community Development, Planning Division.
- 4.4. The County will have unrestricted access to all records of the Community Panel pertaining to the community planning effort. The County may conduct audits of the financial records of the Community Panel. Before disbursing a grant of Planning Funds, the County must independently ensure that the proposed expenditure is in accordance with the regulatory requirements set forth in this Code and may enlist the Clerk of the Courts to perform an audit of the Community Panel. The head of the Community Panel must attest that the entity has complied with the provisions of the grant agreement and this Code.
- 4.5. County Planning Staff will assist the Community Panel in identifying additional funding sources to support the community planning efforts such as state or philanthropic grants.

Section 5. Public Participation:

- 5.1. The Community Planning effort is subject to the Florida laws on Open Government. Therefore, there must be an adequate opportunity for public participation in the community planning effort, the Community Panel must encourage and allow the participation of residents, property owners, the school district, and other interested parties. In order to effectuate this purpose, reasonable notice of all meetings pertaining to the community planning effort must be provided to the public. All meetings of the Community Panel must be open to the public.
- 5.2. Proper notification of meetings of the full Community Panel will include the posting of the meeting date and time in several public places including, but not limited to local libraries, post offices, banks,

supermarkets, chambers of commerce, civic associations, and community recreation areas. In addition, these public meetings must be noticed in a local paper that is published daily or weekly. All posted and published notices must provide the date, time, and location of the public meeting. In lieu of a display advertisement, the notice could take the form of an article in a similar publication that provides the date, time, and location of the public meeting.

- 5.3. The Community Panel must maintain both recorded and written minutes of all of its full meetings. All records of the Community Panel pertaining to the community planning effort will be deemed public records and open for personal inspection by any person.
- 5.4. The Community Panel may establish sub-committees consisting of members of the Community Panel and/or other community members for the purpose of information gathering, information sharing, and the exploration of common concerns. The sub-committee meetings are required to be publicly noticed and recorded. The common concerns explored by the sub-committees must be presented to the full Community Panel at an informational sharing session during a properly noticed public meeting as outlined in section 5.2 above.

Section 6. Minimum Community Plan Requirements.

- 6.1. The Community Panel's suggested additions or revisions to the Lee Plan must be based on sufficient data and analysis to support the proposed amendments. Original data collection by the Community Panel to support the vision and unique character of a community is encouraged but not required.
- 6.2. Where data augmentation, updates, or special studies or surveys are deemed necessary by the Community Panel, appropriate methodologies must be clearly described or referenced and must meet professionally accepted standards for those methodologies.
- 6.3. The Community Panel's suggested additions or revisions to the Lee Plan must be based on resident and seasonal population estimates and projections. Resident and seasonal population estimates and projections must be those provided by the Planning Division, or can be generated by the Community Panel. If the local Community Panel chooses to base its community plan on its own projections, a detailed description of the rationale for this choice must be included in the Plan.
- 6.4. If a community plan includes suggested new Capital Expenditures or mandates County actions that will require additional or new public expenditure, the community plan must identify the funding source to achieve these expenditures.

Section 7. Submittal Requirements:

- 7.1. A completed Lee Plan Amendment Application form. (applicable comprehensive plan amendment fees will not be required.)
- 7.2. All text and maps submitted with a community plan must be in a format and size that is easily reproduced.
- 7.3. All maps included in the community plan must include major natural and man-made geographic features, and city and county lines, when applicable, and must contain a legend indicating a north arrow, map scale, and date.

- 7.4. As part of any proposed Comprehensive Plan Amendment, the Community Panel must provide a written summary on the extent of citizen participation in the planning effort. At a minimum, the citizen participation report must include the following information:
- a. Details of methods the Community Panel used to notify and involve the public. The dates, location, and attendance of all meetings and workshops where citizens were invited to discuss the planning effort;
 - b. Copies of all published and posted notices for meetings. A copy of the letters used for mailings, as well as the dates the letters were mailed and numbers of intended recipients. Copies of newspaper articles and newsletters discussing the community planning efforts.
 - c. Copies of all Agency Minutes for all meetings and workshops;
 - d. Copies of notices, newsletters, or other written materials distributed during the community planning effort;
 - e. A tally of the number of people who participated in the process, and if possible, the names of those who attended meetings and workshops;
 - f. A summary of the issues and concerns expressed by the participants in the planning effort;
 - g. The substance of the issues and concerns;
 - h. A description of how the agency has addressed or intends to address the issues and concerns expressed during the planning effort;
 - i. A description of the issues and concerns the Community Panel does not intend to address and why;
 - j. Copies of correspondence, including e-mail and facsimile transmittals; and
 - k. The names and addresses of the members of the Community Panel and all consultants retained to assist the Community Panel, and their additional Form 1 and Form 2 disclosures for the time periods through the date of submittal of the Community Panel's suggested additions or revisions to the Lee Plan.

Section 8. Community Plan Amendment Review Process:

- 8.1 Following submittal of suggested amendments to the Lee Plan, Planning Division staff will conduct a complete evaluation and analysis of the proposal.
- 8.2 Lee County will consider comprehensive plan amendments suggested in community plans as part of the regular yearly amendment process. Those amendments will be reviewed, evaluated and considered in the same manner as any other proposed Lee Plan amendment. This review will follow the procedures and public notification required by Florida Statutes section 163.3187 and Lee County Administrative Code 13-6: Annual Plan Amendment Procedure to the Lee Plan.
- 8.3 The Board of County Commissioners reserves the right to adopt, not adopt or modify any and all of the community plan's suggestions.

MORRIS-DEPEW
ENGINEERS • PLANNERS • SURVEYORS

March 3, 2004

Mr. Paul O'Connor, Director
Lee County Division of Planning
P. O. Box 398
Fort Myers, FL 33902-0398

RECEIVED
MAR - 4 2004

COMMUNITY DEVELOPMENT

Subject: Attached Community Planning Proposal

Dear Mr. O'Connor:

Attached please find six (6) completed sets of application materials for the Community Planning Proposal for the Boca Grande Community Planning Association, Inc. Community Planning Panel, pursuant to Administrative Code No. 13-3, Section 2.2 for your review and consideration.

Thank you for your support and assistance during this process. Let me also take the opportunity to say that Jim Mudd has been of great assistance during this process; he has related well to the citizens involved as well as with the interested professionals. Should you have any questions or require further information related to this application, please do not hesitate to contact me.

Regards,
Morris-Depew Associates, Inc.



David W. Depew, AICP
President

Proposal to Create a
Community Planning Panel

The Boca Grande Community Plan: A Proposal to Create a Community Planning Panel

The process of planning is a systematic approach to data gathering and policy analysis for a given situation, intended to provide a rational basis for decision-making. The process of planning reviews the various facts of a situation, alternate approaches to resolve the issues or challenges presented, and the eventual impacts associated with a proposed choice. In our everyday lives every person engages in planning, from a decision regarding what to wear, determining how to avoid rush hour traffic, selecting where and when to take a vacation, or calculating the requirements for retirement. A community such as Boca Grande, being more complex than any single individual, needs to engage in the process of planning so that it can accommodate the needs and desires of its residents and stakeholders for housing, municipal services, commercial opportunities, recreational activities, security, etc., as well as to preserve the physical features that make the community unique.

Planning has become a recognized need for all communities, and is mandated by the Florida Statutes. Currently, the comprehensive plan for Boca Grande is a part of the Lee County Comprehensive Plan (the Lee Plan), and is administered by the Planning Division of the Lee County Department of Community Development. The Planning Division consists of a number of professional planners and support personnel, and is responsible for all comprehensive planning activities throughout the unincorporated portion of Lee County.

The Lee Plan is a comprehensive or master plan, that is to say a broad policy related plan. It has a series of interrelated statements along with a series of maps, the centerpiece of which is the Future Land Use Map, showing general areas of preferred uses. While the Lee Plan addresses such topics as land uses, housing, transportation, economy, culture, utilities, services, parks, and neighborhoods, what it says about these areas tends to be at a level associated with the County as a whole. Because the Lee Plan must cover all of Lee County, it does not deal with issues unique to a small community such as Boca Grande in a fashion that provides both the sensitivity and flexibility necessary for such a distinctive physical and socio-economic neighborhood.

Lee County is an area evidencing intense development pressures as an average of more than 6,200 people per year move into Lee County and more than 3,900 dwelling units per year are constructed. The Lee Plan is intended to manage and direct this growth into areas that are prepared to handle such

development pressure. Stable areas with little opportunities for continued development, such as Boca Grande, are not addressed in the detail that the citizens of the Island desire. Local traffic issues, water quality in Charlotte Harbor and Boca Grande Bayou, historic preservation and redevelopment in the downtown area, hurricane evacuation for the Island, and the unique recreational facilities, the cross-jurisdictional nature of the infrastructure, and the Island's unique vegetation are issues that are generally not seen as significant on a County-wide basis, even though they can be of paramount importance in a small geographic area such as Gasparilla Island. Further, the implementation of a 'maintenance/preservation' attitude regarding land uses on the Island may not be reflected well in a comprehensive plan intended to guide growth and development on the scale that the Lee Plan addresses.

Originally, Charlotte Harbor was the province of Cuban and Spanish fishermen when phosphate was discovered in 1887 in the Peace River near Arcadia. This was the same year that Lee County was carved out of Monroe County by the Florida Legislature. At first the phosphate was barged down the Peace River to Port Boca Grande, and then loaded onto schooners using block and tackle. In 1890 a lighthouse, the centerpiece of the present Lee County Park on the southern tip of the island, was constructed. In those days Cayo Costa was the dominant island fronting Boca Grande Pass, given that there was no railroad bridge to Gasparilla.

For the next fifty years or so activity continued at Port Boca Grande without major disruption, except for World War II, which saw the temporary suspension of phosphate shipments and the brief use of Port Boca Grande to ship ammunition to England and mines manufactured in nearby Placida to the naval station in Key West. Throughout this period there were always three separate and distinct villages on Gasparilla Island. On the north, at the site of the new Boca Grande Club marina, was the village of Gasparilla where resided most of the Island's commercial fishermen. In the center was the village of Boca Grande, home of the Gasparilla Inn and haven for wealthy winter residents. In the south was Port Boca Grande although for most of its history it was referred to as South Dock and later as South Boca Grande. Only after the Belcher Oil Terminal was built in 1958 has it been generally referred to as Port Boca Grande.

With the closure of the railroad, the old phosphate dock fell into disrepair and ultimately was dismantled. The Belcher Oil Terminal was closed with the conversion of the Florida Power and Light facility to natural gas, and the industrial uses at the south end of Gasparilla Island have disappeared. Residential uses predominate and the Lee County Park

occupies the southernmost tip of the Island. Other State and County parks dot the beach on the west side of Gasparilla Drive as it winds northward to Charlotte County. The village center originally thought of as Boca Grande proper still exists with a number of historic buildings along with ever-increasing development pressure. Today issues related to the increasing demand on the Island's limited infrastructure, recreational opportunities, and fragile natural resources are of pressing importance to the residents and stakeholders. Efforts to seek growth management alternatives applicable to a community with limited sustainability parameters have begun, and the Island's residents have recognized that without a specific set of goals, objectives and policies directly applicable to Gasparilla Island, the community that is so vital and unique could soon be lost.

A barrier island, Captiva connects to the mainland via Gasparilla Road across the bridge owned by the Gasparilla Island Bridge Authority. The Lee County portion of the Island is located within the Boca Grande Planning District, and contains a total of +/- 1,343 acres. Proposed allocations for the Boca Grande Planning District are as follows:

Residential use by future land use category (in acres)	
	2020 allocation
Urban Community	437
Public Facilities	1
Total residential	438
Other uses:	
Commercial	56
Industrial	14
Public	537
Conservation	296
Vacant	2

As noted by the Lee Plan, currently, *"This community includes the portions of Gasparilla Island within Lee County and the surrounding smaller islands. The smaller islands in this community have minimal if any development. The core of this community is the unincorporated town of Boca Grande. This community is unique in that it has no direct road access to the rest of Lee County. All access to Boca Grande is via Charlotte County or by boat. The Boca Community is designated as Urban Community, Outer Islands, and Public Facilities; however, the Urban Community category is restricted to 3 units per acre within this community. The population of Boca*

Grande is expected to increase from 888 people in 1996 to 1,201 in 2020. The seasonal influx will remain high in this community with an expected seasonal population in 2020 of 2,834. Currently, less than 15% of Boca Grande is vacant. By the year 2020, this community is expected to build out. The community of Boca Grande is dedicated to preserving its historic character and the community will look largely the same in 2020 as it does today. There are no sub-communities within the Boca Grande Community.”

Goal 15 of the Lee Plan discusses Gasparilla Island and the unique characteristics of the community. That Goal, and the concomitant Objectives and Policies state:

GOAL 15: GASPARILLA ISLAND. *To provide the necessary facilities and regulations so that the remaining unbuilt portions of the island can be developed consistent with its unique character and hurricane vulnerability. For the purposes of this plan, the boundaries of Gasparilla Island are indicated on the Future Land Use Map.*

OBJECTIVE 15.1: COMMUNITY FACILITIES. *Lee County will continue to ensure the provision of solid waste and ambulance service to the Lee County portion of Gasparilla Island through the ongoing enforcement of interlocal agreements with Charlotte County. (Amended by Ordinance No. 94-30, 00-22)*

OBJECTIVE 15.2: HISTORIC RESOURCES. *Lee County will continue to recognize Boca Grande as an historic district pursuant to the Historic Preservation Ordinance. (Amended by Ordinance No. 94-30, 00-22)*

OBJECTIVE 15.3: NATURAL RESOURCES. *The county will protect natural and marine resources from potential oil spills at Port Boca Grande. (Amended by Ordinance No. 94-30, 00-22)*

POLICY 15.3.1: *The County will continue to maintain a Marine Emergency Response Team to protect natural and marine resources at Port Boca Grande and elsewhere in the county. (Amended by Ordinance No. 94-30)*

OBJECTIVE 15.4: INTERGOVERNMENTAL COORDINATION. *Due to the unique bi-county location of Gasparilla Island, Lee County will commit to working with Charlotte County and the Southwest Florida Regional Planning Council to propose and resolve intergovernmental concerns. (Amended by Ordinance No. 00-22)*

POLICY 15.4.1: All land development on Gasparilla Island will be subject to the Special Act of the Florida Legislature known as the Gasparilla Island Conservation District Act (SA 80-473 as amended by 83-385 and 86-341). The provisions of the Act will apply in addition to those of the Lee Plan. Lee Plan policies may be more restrictive but will be consistent with the provisions of the Act. (Amended by Ordinance No. 00-22)

Clearly the feeling among the residents and stakeholders is that this language is not adequate to deal with the pressures of growth on the Island. Further, the Gasparilla Island Conservation District Act (SA 80-473 as amended by 83-385 and 86-341) is not deemed to adequately address the specific difficulties associated with the cross-jurisdictional nature of the Island, the needs for historic preservation of the village center, and the fragile barrier island ecosystem. For these reasons, the Boca Grande Community Planning Association, Inc. was formed, and members of the Boca Grande Community Planning Panel were appointed. Meetings are currently underway to solicit input from residents and stakeholders regarding concerns related to growth management. The areas under consideration are: 1. Visions statement; 2. Future Land Use; 3. Transportation; 4. Community Facilities and Services; 5. Recreation and Open Space; 6. Conservation and Coastal Management; 7. Housing; 8. Historic Preservation; 9. Intergovernmental Coordination; and 10. Commercial and Economic Development.

Issues associated with the concerns of the Island residents include hurricane evacuation, peak season density, beach renourishment and access, beach parking, commercial uses and the preservation of the historic commercial center, neighborhood preservation, ecological integrity, water quality in surrounding waters, notification of land use changes and code enforcement activities, preservation of community facilities and services at adopted levels of service, coordination of governmental agencies with jurisdiction on the Island, and the evolution of extremely large houses in neighborhoods where such structures are not in keeping with the existing scale of development. The Island is one with a rich history and a unique lifestyle, and the demands of a growth economy, such as that found in both Lee and Charlotte Counties, are often not appropriate for a community with strict limits to growth. It is the desire of the residents and stakeholders to evolve a growth

management plan that will better serve to guide growth and development across the Island, and require development on adjoining lands to be evaluated in keeping with impacts upon Gasparilla Island.

Attached are maps and aerial photographs of Gasparilla Island and the adjoining areas that are intended to be included in the planning efforts proposed. Please note that the areas to be considered include those that are listed in the Special Act (SA 80-473 as amended by 83-385 and 86-341), and are Gasparilla Island including Boca Grande Isles and the Gasparilla Golf Course Island, Three Sisters Island, Hoagen's Key and Loomis Island, lying within Charlotte County and Lee County, including all submerged lands, tidal lands, overflow lands and tidal ponds. In general, the Boca Grande community intends to provide the following additions to the Lee Plan:

1. Vision statement;
2. Future Land Use policies;
3. Transportation policies;
4. Community Facilities and Services policies;
5. Recreation and Open Space policies;
6. Conservation, Coastal Zone Management policies;
7. Housing policies;
8. Historic Preservation policies;
9. Intergovernmental Coordination policies; and
10. Economic Development policies.

The intention is to provide an application with amendments for the September 2004 submittal.

Currently the Boca Grande Community Planning Association, Inc. has incorporated as a not for profit corporation and has sponsored the creation of a nine (9) member Community Planning Panel. The first meeting took place on January 5, 2004, and subsequent meetings were held on January 20, 2004, January 29, 2004, February 12, 2004, and February 26, 2004. Additional meetings are scheduled for March 3, 2004, March 11, 2004, March 25, 2004, April 8, 2004, April 22, 2004, and May 6, 2004. Additional meetings for Panel Subcommittees are in the process of being scheduled, and additional meetings of the full Panel may be added if necessary. All meetings are publicly noticed in the Gasparilla Gazette and the Boca Beacon not less than 7 days prior to the meeting. Additionally, public notices are posted at various locations throughout the community including the Community Center, the Library, and the Post Office. All meetings are

held at the Amory Chapel in the County Park at the south end of the Island.

As noted above, Panel Subcommittees have been created to involve all the interested citizens on the Island. Additionally, public surveys will be prepared to solicit input on various issues; these surveys will be mailed out to all residents stakeholders of the Island. Public input is solicited at the various open meetings, and a web site has been established to assist in the dissemination of information related to the planning efforts.

As of March 3, 2004, a draft Vision Statement has been created. Policies related to Community Facilities and Intergovernmental Coordination have been proposed to the Panel and additional drafting efforts are being undertaken on those proposed policies. Additional meetings are expected to generate additional draft policies for further work. The eventual outcome is intended to be a completed Lee Plan amendment application package for submittal in September, 2004.

Proposed Timetable

Proposed Timetable:
Boca Grande Community Plan
3/3/04

1. Community Panel Selection: 1/5/2004 (complete)
2. Vision Statement: 1/20/04 and subsequent (complete)
3. Public Meetings of Community Panel: 1/5/04 – 5/21/04
4. Panel Drafts of Proposed Policies: (anticipated 5/21/04)
 - a. Community Facilities (draft in progress)
 - b. Intergovernmental Coordination (draft in progress)
 - c. Conservation: (draft in progress)
 - d. Recreation and Open Space: (draft in progress)
 - e. Historic Preservation: (draft in progress)
 - f. Economic: (draft in progress)
 - g. Transportation: (draft in progress)
 - h. Land Use: (draft in progress)
5. Comprehensive Plan Amendment Application:
 - a. Back-up Material: anticipated 9/1/04
 - b. Amendment Package: anticipated 9/24/04
6. Additional Meetings of Community Panel
 - a. Review of Lee County Staff Comments: 10/04—11/04
 - b. Review of Lee County LPA Comments: 11/04—1/05
 - c. Review of FDCA Comments: 3/05—5/05



Work Product: Boca Grande Community Plan

- 1.) Background Data and Analysis—shall consist of:
 - a. A written and electronic report detailing the historical context of the planning community in which the current growth management debate has been undertaken on Gasparilla Island. This report will constitute a portion of the background data and analysis for the Plan amendment application.
 - b. A written and electronic report providing details on planning related issues impacting growth and development on Gasparilla Island, outlining the concerns expressed by the residents and stakeholders and the methodologies used to gather data on the issues.
 - c. A written and electronic report describing the raw data on citizen input related to planning issues for Gasparilla and the methods used to elicit public input on the issues raised. This report will detail the means by which a consensus was reached during the planning process and detail the means by which the process was kept open and receptive to public input. Additionally, a detailed log of documents kept available for review by the public, and upon which the Panel will base its findings, will be provided.
 - d. A website will be established to permit the electronic review of materials included in the background data and analysis.
 - e. A written and electronic report providing background and analysis for each specific planning issue affecting Gasparilla, intended to provide support for the individual Goals, Objectives, and Policies provided in the amendment application.
 - f. A written and electronic comprehensive plan amendment application package including all necessary background and impact studies as required and applicable.

- 2.) Goals, Objectives and Policies—shall consist of:
 - a. Not less than one Goal establishing the need for growth management efforts specifically directed towards Gasparilla in each of the following categories:
 - i. Community Facilities and Services;
 - ii. Conservation and Coastal Zone Management;

- iii. Recreation and Open Space;
 - iv. Land Use;
 - v. Transportation;
 - vi. Historic Preservation;
 - vii. Housing;
 - viii. Intergovernmental Coordination; and
 - ix. Economic Development.
- b. Not less than one Objective per proposed Goal to establish the necessity for preservation of the Gasparilla Island lifestyle through the implementation of growth management policies uniquely applicable to the community.
 - c. Individual policies under each Objective addressing those issues identified as the most pressing growth management concerns about which a consensus was reached during the Community Panel planning process.

3.) Adoption process:

- a. Representatives of the Boca Grande Community Panel will be available to meet with Staff, the Local Planning Agency, and the Florida Department of Community Affairs as necessary to present findings and answer questions regarding the amendment package.
- b. Representatives of the Boca Grande Community Panel will assist in providing additional data to Staff, the Local Planning Agency, and the Florida Department of Community Affairs as necessary to support the proposed amendments. Additional data and analysis will be submitted, if requested, in support of the proposed amendment package.
- c. Representatives of the Boca Grande Community Panel will attend transmittal and adoption hearings as necessary to provide additional input for the Board of County Commissioners and support to the proposed amendment package.

Proposed Budget: Boca Grande Community Planning Panel
3/3/04

1. Expenses:

- a. Consultant: \$35,000
- b. Recording/minutes/clerical: \$6,500
- c. Public notices: \$2,000
- d. Publishing/electronic data distribution: \$3,500
- e. Legal Consulting \$5,000
- f. Traffic Engineer \$3,500
- g. Copying, Graphics, Mapping \$8,000
- h. Records Compliance & Misc.: \$6,500

Total estimated expenses: \$70,000

2. Income:

- a. Lee County: \$25,000
- b. GICIA Grant: \$25,000
- c. Charlotte County: \$20,000

Total \$70,000

Community Planning Panel Proposed Overview

DRAFT #3

The Boca Grande Community Planning Panel: *Planning for the future of our community—now.*

PROPOSED ORGANIZATION OF THE PANEL'S WORK:

1. Vision Statement
 2. Future Land Use
 3. Transportation
 4. Community Facilities & Services
 5. Recreation and Open Space
 6. Conservation, Coastal Management & Environment
 7. Housing
 8. Historic Preservation
 9. Intergovernmental Coordination
 10. Economic Element
 11. Zoning
-

PROPOSED OVERVIEW OF MAIN ISSUES:

Traffic:

- Density during peak season
- Evacuation in case of emergency

Parking:

- Beaches and beach access
- Commercial village
- Neighborhoods near beaches and beach access points
- Enforcement of parking regulations

Environmental protection of:

- Beaches including State Parks – sand dunes and vegetation
- Beach access points
- Bayou – Wetlands
- Water quality of Gulf and Harbor
- Management of Exotic Plants
- Management of Wildlife/ Animals

DRAFT #3

Building Codes:

- Enforcement of and system of notification of GICIA and neighborhood when variances or relief are applied for – clearinghouse for permits.

Zoning:

- Examine the impact and desirability of franchise businesses. Results written into zoning regulations.
- Examine the impact and desirability of formula retail. Results written into Zoning.

Law Enforcement:

- Examine the effectiveness of current law enforcement and project needs for the future.

Emergency Services:

- Analyze EMS response time, regulations. Suggest improvements for the present and the future.

Water and Sewer:

- Examine future requirements and plans for growth.

Island Beautification:

- Additional "Public Planting," i.e., along the bike path, especially south of the village.
- Management of exotic plants.

Iguana Control:

- Examination of ecological damage of iguanas.
- Examination of damage by iguanas to the built environment, landscaping, etc.
- Development of iguana eradication plan.

Red Tide:

- Beach Clean-Up Plan—after red tide bloom
- Funding of Clean-Up Plan—equipment and labor

DRAFT #3

Mansionization:

- Examine site plan requirements for setback and maximum square footage allowances.

County Government:

- Create means whereby Boca Grande residents would have greater access to county officials, knowledge of issues potentially affecting Boca Grande.
- Examine ways to promote proactive problem solving versus antagonistic, reactionary problem solving.

Hurricane

- Evacuation
- Rebuild

Noise Abatement

- Restriction of building during morning and evening hours and Sunday.
- Restriction of noise from jet skis and their use close to shore.

Live Aboard (Boats)

- What are the restrictions for live aboard boaters?
- What are the septic requirements?
- How are restrictions and requirements enforced?

Public Record Files

Public Records Files for Boca Grande Planning Association, Inc. and the Boca Grande Community Planning Panel and its Subcommittees Located at the Offices of Boca Grande Real Estate, Inc. at 430 W. Fourth Street, Boca Grande,

Public Records File for Boca Grande Community Planning Association, Inc. (Top Drawer Front)

- Contact List for Boca Grande Community Planning Association, Inc.
- Folder containing Articles of Incorporation, Bylaws, IRS Assignment of EIN 59-377-3264, Post Office Box 2404 receipt and invoice for corporate seal
- Folder containing the Modern Rules of Order - Guide for Conducting Business Meetings (see Article 16 of Bylaws)
- Checklist of Michael D. Horlick P.A. regarding incorporation and related matters
- Bank statements for bank account with Englewood Bank
- Invoices paid from Englewood Bank account
- Reports of Treasurer with respect to payments from the Englewood Bank account
- Contract dated December 11, 2003 between Boca Grande Community Planning Association, Inc. and Morris-Depew Associates, Inc. (for Community Planning services)
- Contract dated December 11, 2003 between Boca Grande Community Planning Association, Inc. and Ruth H. Sargent (for secretarial and public relations services)
- Controlled Grant Agreement dated as of January 5, 2004 between Boca Grande Community Planning Association, Inc. and Gasparilla Island Conservation and Improvement Association Inc. (GICIA) and reports to GICIA with respect to expenditure of Grant funds
- Folder with respect to Organizational Meeting of Board of Directors on December 11, 2003 (Boca Grande Community Planning Panel created and four initial Panel members elected.)
- Folder with respect to meeting of Board of Directors on January 5, 2004 at which five additional Panel members were elected.
- Folder with respect to paid public notices and press releases for Board meetings on December 11, 2003 and January 5, 2004

- Folder containing list of community members completing the Form entitled “Submission of Information for Community Planning Participation” and copies of the Forms (All submitted prior to January 5, 2004).
- Folder containing Community Planning Agreement between Boca Grande Community Planning Association, Inc. and the Lee County Board of County Commissioners
- Folder containing information regarding IRS Form 1024 and qualification for tax exempt status under Section 501 (c)(4) of the Internal Revenue Code
- Folder containing Miscellaneous Correspondence.

Public Records File for Boca Grande Community Planning Panel (Bottom Drawer Front)

- Contact List for Boca Grande Community Planning Panel
- Folder containing information packet provided to all Panel members (packet contains index)
- Folder with respect to Organization Meeting of the Panel held on January 8, 2004
- Folder containing copies of Forms 1 Statements of Financial Interest for each Panel member
- Folder containing list of community members completing the Volunteer Form prepared by Linda Aley sent subsequent to January 5, 2004 from the Panel to applicants for the Boca Grande Community Planning Subcommittees, and copies of the Forms.
- Folder containing information with respect to a Budget for the Boca Grande Community Planning Panel
- Folder containing paid public notices and postings for the Boca Grande Community Planning Panel and its subcommittees
- Folder with respect to meeting of the Panel held on January 20, 2004
Note: Dave Depew submitted background information to the meeting consisting of aerial photos(flown 2002)(4 pages) and site plans (2 pages)
- Folder containing Mission Statement of the Panel presented at January 8, 2004 Panel Meeting and approved at January 20 Panel Meeting

- Folder with respect to meeting of the Panel held on January 29,2004
Note: Dave Depew submitted background information to the meeting consisting of a Zoning Map
- Folder containing material regarding a Vision Statement for Boca Grande (first discussed at Panel Meeting on January 29, 2004)
- Folder containing information with respect to a Budget for the Boca Grande Community Planning Panel
- Folder containing paid public notices and postings for the Boca Grande Community Planning Panel and its subcommittees.
- Folder containing information with respect to a Questionnaire prepared to be sent to Boca Grande residents by William Munsell (Questionnaire not sent after review by Bayne Stevenson because deemed repetitive).
- Folder with respect to meeting of the Boca Grande Community Planning Panel held on February 12, 2004

Public Records File for Meetings of Panel Subcommittees (Bottom Drawer Back-Behind Public Records File for the Boca Grande Community Planning Panel)

- List of Subcommittee Members
- Folder with respect to meetings of the Vision Statement Subcommittee
February 23, 2004
- Folder with respect to meetings of the Conservation and Coastal Management Subcommittee held on the following dates:
February 3, 2004
February 11,2004
February 18,2004
February 25, 2004
- Folder with respect to meetings of the Recreation, Open Space and Beautification Subcommittee held on the following dates:
February 17,2004
February 19, 2004
- Folder with respect to meetings of the Community Facilities and Services and Intergovernmental Coordination Subcommittee held on the following dates:

- Folder with respect to meetings of the Historic Preservation Subcommittee held on the following dates:

- Folder with respect to meetings of the Economic Element Subcommittee held on the following dates:

- Folder with respect to meetings of the Land Use/Zoning Subcommittee held on the following dates:

- Folder with respect to meetings of the Transportation/Zoning Subcommittee held on the following dates:

Supporting Documents (Top Drawer Back – Behind Public Records for Boca Grande Community Planning Association Inc.)

- Lee County Comprehensive Plan

- Florida Government in the Sunshine Manual

- Lee County Administrative Code 13-3 adopted June 26,2001

- Folder containing information with respect to Community Planning Consultants

- Folder containing information regarding major issues discussed at EAR workshops (March – May 2003)

- Folder containing handout of Wayne Daltry, Director of Lee County Smart Growth at the GICIA Town Meeting held on November 4, 2003 . The handout is entitled : Southwest Florida Smart Growth Program

- Folder containing presentations of Ted Hoopes, Lynne Seibert and Linda Aley at the GICIA Town Meeting on November 20, 2003 at the Boca Grande Community Center.

- Folder containing Pamphlet entitled “Preserving the Heritage of Gasparilla Island” prepared by the Conservation Foundation for the GICIA. This report lead to the denial by the Lee County Board of County Commissioners on March 17,1978 of three zoning petitions for multi-family projects near Boca Grande Village on the South end of Gasparilla Island

- Folder containing the Gasparilla Island Report prepared by Adley Associates, Inc. (This report known as the Adley Report led to the Gasparilla Island Conservation District Act.)
- Folder containing the Gasparilla Island Conservation District Act of 1980 and Amendments
- Pamphlet entitled “State of Gasparilla Island Implementation Strategy Effecting Land Use Changes” prepared by Design Studio West, Inc. for Wye Institute – September, 1990
- Pamphlet entitled “State of Gasparilla Island Report on Development Impact” prepared by Design Studio West, Inc. for Wye Institute – September 1990
- Design Guidelines Manual for the Boca Grande Historic District (June 1993)
- Pamphlet entitled Gasparilla Island Governance Committee Incorporation Study prepared by BJM Consulting, Inc. – June 1998
- Article entitled “Managing Coastal Resource and Development Demands: the Lee County, Florida, Plan” by Dr. David R. Godschalk and William M. Spikowski.
- Forms of Community Planning Agreements between Lee County and various Lee County Planning Communities
- Copies of Final Adoption Language for Community Plans adopted by various Lee County Planning Communities.
- Population Projections for Boca Grande and Lee and Charlotte Counties

Two micro-cassette recorders/players are located behind the above documents. There may also be micro-cassettes but if not they may be purchased at the Barnichol

The Charlotte County Comprehensive Plan has many pages and is included in two large binders which are on the desk in the room in which the public records file is maintained

February 26, 2004

Community Planning Panel Vision Statement

BOCA GRANDE COMMUNITY PLANNING PANEL

DRAFT 2/26/04 - VISION STATEMENT

Gasparilla Island/Boca Grande – In 1980, the Florida Legislature found that Gasparilla Island including Boca Grande Isles, the Gasparilla Golf Course Island, Three Sisters Island, Hoagen's Key and Loomis Island, lying within Charlotte County and Lee County including all submerged lands, tidal lands, overflow lands and tidal ponds are part of the fragile barrier island system as defined in the Presidential Directive on barrier islands dated May 23, 1977, and were areas of particular natural beauty containing abundant plant, marine, animal and bird life. The State of Florida recognized that the conservation of the natural beauty, plant, marine, animal and bird life of the islands was in the best interest of the residents and property owners of the islands and the citizens of Lee and Charlotte Counties and the State of Florida, and consequently created the *Gasparilla Island Conservation District* by enacting the Gasparilla Island Conservation District Act of 1980 (Ch 80-478) and its subsequent Amendment (Ch 83-385). The intent of Act was to limit density and development to a level which would not degrade the fragile environment or overburden the limited infrastructure of the islands.

Boca Grande is designated as Urban Community, Outer Islands, and Public Facilities; however, the Urban Community category density is restricted to three units per acre within this community. The population of Gasparilla Island is highly seasonal with peak population residency occurring during the winter months. With land vacancy of less than 15%, Gasparilla Island is expected to reach build out by 2020 or earlier. But, as in many maturing communities, compatible redevelopment is a major concern for the future. Gasparilla Island is an extremely low growth area but is surrounded by and can only be accessed through extremely high growth areas. This situation necessitates that particular actions be undertaken to promote sound environmental policy, preserve the character and history of the community, safeguard the water supply and to ensure that residents have adequate access, law enforcement, emergency and utility services and that the island's limited infrastructure is not overwhelmed.

It is for this reason that the residents and property owners of Gasparilla Island have undertaken this Community Plan and desire to create a Gasparilla Island Conservation District Zoning Overlay. This Overlay District should also include Cole Island the Gasparilla Island Bridge lands and causeway islands and the surrounding islands and waterways, submerged lands, tidal lands, overflow lands and tidal ponds as described in the Gasparilla Island Conservation District Act.

Gasparilla Island is approximately seven miles long and one half mile wide. The Lee County portion is designated as a Bird Sanctuary and Wildlife Refuge by County Ordinance (Ord. No. 83-16) and the area provides critical habitat for many endangered and threatened species. The capacity of Gasparilla Island to accommodate large numbers of visitors is limited. The State Parks are small in size and contain vitally important habitat for nesting, endangered sea turtles, birds and other wildlife. The parks have limited facilities and limited parking. For these reasons, overuse and overcrowding should not be encouraged and Gasparilla Island should not be promoted or exploited as a commercial tourist destination as the infrastructure and facilities are not sufficient to accommodate large numbers of visitors. The conservation and protection of

BOCA GRANDE COMMUNITY PLANNING PANEL

both land and marine plant and animal life should and must have a higher priority than high impact, commercial tourist activities.

Projected population growth in the adjacent areas of Charlotte County is expected to create increasing numbers of day visitors with concomitant great stress on the community infrastructure, its traffic control, health and emergency services, water resources, evacuation procedures, as well as on the fragile natural resources of the Island. It must be recognized that vigilant and consistent enforcement of traffic, parking, zoning and other regulations will be necessary to prevent degradation of the environment and quality of life on Gasparilla Island.

The residents of Boca Grande have always been active stewards of the island and are dedicated not only to preserving its environment, but also to preserving its historic character, scale and traditions, and the tranquility of its residential neighborhoods. It is the residents' and property owners' desire that the community will look substantially the same in 2020 as it does today, including its unique and vital small business district without franchises, formula and intense retail or commercial tourist activities.

Boca Grande, an unincorporated village, is the core of the Gasparilla Island community and is designated as an Historic District. This community is unusual in having no direct road access to the rest of Lee County, all access being through Charlotte County or by boat. The village of Boca Grande has the unique architectural heritage of a "Railroad Town" with an historic inn of architectural significance. The character and scale of the village are remarkable because much of it was developed when the only links to the mainland were by rail or boat. Consequently, Boca Grande is a very walkable community, small in scale, with a compact commercial district centered around the historic railroad station. In order to preserve this historic character and scale, respect for and consistent interpretation and application of zoning regulations is essential. Orderly development of remaining lands and redevelopment in existing neighborhoods should be compatible both in scale and design with existing structures. The implementation of Document Clearing House, timely notice of variance requests and increased local oversight will assist in ensuring that new projects are compatible with the existing community.

Island businesses are locally owned and fulfill many vital community needs. It is the community's desire to preserve its diversity and to support and enhance the vitality of our economic base and to prevent high intensity, large-scale commercial enterprises from displacing local businesses. Tax policies should not create such burdens on our small businesses that they are forced to close or sell because of excessive and unsupportable tax assessments.

Our local fishing guides are also a vital part Boca Grande's history and economy and the protection of the tarpon fishery and our fishing industry is a high priority. Sound fishery management and protection policies are urgently needed to preserve this important resource for future generations. The protection of the Charlotte Harbor aquatic environment and its water quality is also essential to this effort.

BOCA GRANDE COMMUNITY PLANNING PANEL

For generations, because it was so isolated, residents of Boca Grande from all walks of life have worked together in creating wide variety of non-profit organizations which contribute significantly to the enhancement of community life and the preservation of our environment and traditions. These organizations include; The Gasparilla Island Conservation and Improvement Association, The Boca Grande Health Clinic, Friends of the Community Center, Barrier Island Parks Society, the Historical Society, the Art Alliance and many others. Their contributions to and knowledge of community needs and issues should be recognized and supported.

The local community should have a greater voice in how our tax dollars are spent. A review of taxes paid versus local expenditures made should be undertaken. A more equitable allocation of our tax dollars, sufficient to fund the goals of our community plan and to maintain high standards of public services including; police, fire, EMS, utilities, sanitation, as well as hurricane evacuation and post disaster recovery is a necessity.

Boca Grande is one of the last vestiges of a "small town" environment and economy left in Florida and, as such, its preservation is of immense importance. For that reason, tax and regulatory policies that promote and encourage the preservation of these unique qualities and the conservation of land and greenspace should be implemented.

The railroad, which once ran the length of the island, has been replaced with a central greenway, bike and jogging path, which links most neighborhoods to the village. The maintenance, enhancement and orderly use of this bikeway/greenway is a high priority to the residents because it provides an important alternative to automobile traffic as well as needed greenspace.

The preservation and conservation of the island's unique character and scale, its Historic District, and its traditions as well as the conservation and preservation of the natural environment and the residents' right to their continued quiet enjoyment of these are the highest priorities to the community. The mitigation of the stresses to the environment and infrastructure because of rapid off island growth must take precedence in planning for the island's future.

Boca Grande is a textbook example of the type of *village community* that "New Urbanism" and "Smart Growth" advocates are seeking to create in more developed areas. Boca Grande's strong sense of community derives from the stewardship of its residents over many generations, the contributions of its many community organizations and its locally based economy. It should be a priority to both Lee County and Charlotte County to help preserve and protect this most unique place not only for what it is, but also for the example it can be for other communities.

Administrative Procedures
Governing Community
Planning Efforts

ADMINISTRATIVE CODE
BOARD OF COUNTY COMMISSIONERS

CATEGORY: Development/Planning/Zoning	CODE NUMBER: 13-3
TITLE: Administrative Procedures Governing Community Planning Efforts Receiving Financial Support from the BOCC	ADOPTED: 6/26/01
	AMENDED:
	ORIGINATING DEPARTMENT: Department of Community Development

Purpose/Scope: To provide procedures and criteria for community planning effort and to establish the minimum acceptable criteria for community plans in order to be eligible for public financial support.

Policy/Procedure: The Board of County Commissioners recognizes that unincorporated Lee County consists of many diverse communities with various visions of how their community should develop. The intent of a community plan is to propose goals, objectives, and policies applicable to a specific area of the County that may ultimately be incorporated into the Lee Plan. Upon completion of a community planning effort the information gathered and the common concerns identified will be considered for a formal amendment to the Lee Plan.

The following procedures are established by the Board of County Commissioners to assure public confidence in the grass root planning effort when public funds are provided to encourage the development of community plans by the residents of a community:

Section 1. Definitions:

- 1.1. "Community Panel" means the collection of community residents who volunteer to act as the group responsible for coordinating and overseeing the community planning effort. The Community Panel is encouraged to represent a wide variety of the community, including citizens, local business people, landowners, developers, and civic leaders. The Community Panel initiating a community planning effort must be a legal entity, either already existing or established expressly for the purpose of conducting the planning effort. The Community Panel may also be a committee or subset of a legal entity. If the Community Panel receives public funds from the Board of County Commissioners, they will be responsible for the financial accountability of the public funds granted for use in the community planning effort. The Community Panel is not an advisory body to the Board of County Commissioners. Their planning product is a compilation of the common concerns of the community containing suggested amendments to the Lee Plan and/or the Land Development Code to address those concerns.
- 1.2. "Planning Funds" means a grant, not to exceed \$25,000, that will be used for certain expenditures incurred by the Community Panel in the preparation of and the submission of the community plan.
- 1.3. "Seed Money" means an initial grant of public money, authorized by the Board of County Commissioners, to be used to initiate a community plan. Seed money will be disbursed only after the Community Panel has entered into a written grant agreement with the County describing the scope of the community plan and the limitations on the use of the grant.

Section 2. Initiation of a Community Planning Effort:

- 2.1. Residents wishing to serve as a Community Panel that is eligible to receive financial support from the County, must have at least one preliminary meeting with Planning Division staff to discuss the proposed community planning effort.
- 2.2. Following initial discussion with the Planning Division, the Community Panel must develop a written Community Planning Proposal that must contain, at a minimum:
 - a. The proposed name of the Community Panel including a list of the people who will act as the initial Community Panel, and information regarding its organization and composition, including, if applicable, a copy of its current budget and a list of its board of directors. (The membership of the Community Panel may be increased thereafter);
 - b. Copies of completed Form 1 "Statement of Financial Interests" for the previous year and, when applicable: Form 2 "Quarterly Client Disclosure" for the previous four quarters from those people wishing to act as the Community Panel and from any consultants that have been retained by the Community Panel to assist in the community planning effort;
 - c. A preliminary boundary description or a map of the area of the unincorporated County that the plan intends to cover;
 - d. An overview of the main issues that the planning effort intends to address and the expected resources needed to address the issues;
 - e. A preliminary timetable for the planning effort including target dates for project milestones such as completion of a visioning effort, completion of the data and analysis, workshops and public meetings, compilation of a draft study, and study completion date;
 - f. A description of the methods and procedures to be used to foster the maximum amount of public participation in the planning process;
 - g. A good faith estimate of the expected full cost of the planning effort;
 - h. A statement indicating the percentage of the projected costs that will be provided through the County funds; and,
 - i. A tangible demonstration that the planning effort will operated in a financially sound manner.
- 2.3. Planning staff will review and comment on the Community Planning Proposal to determine if it is sufficient for presentation to the Board of County Commissioners. Planning staff may require additional information, clarifications, or revisions to assure that the minimum requirements of this code have been met. Planning Staff will make a recommendation as to whether a Community Planning Proposal is sufficient to proceed before the Board of County Commissioners.

Section 3. Obtaining Seed Money and Planning Funding:

- 3.1 Once a Community Planning Proposal is determined by Planning staff to be sufficient, staff will initiate a blue sheet to bring the proposal, which includes a proposed grant agreement requesting the use of public funds, to a Public Hearing at a regularly scheduled Board of County Commissioner

meeting. The grant agreement will set forth the terms and conditions that must be fulfilled prior to obtaining the Planning Funds and the seed money, if included in the request.

- 3.2. At the Public Hearing the Board of County Commissioners will solicit input from members of the community and the public in general.
- 3.3. Following public comment, the Board of County Commissioners will consider by motion whether to enter into the contract with the Community Panel.

Section 4. Seed Money, Planning Funds and Additional Grant Funding Assistance:

- 4.1. The Board of County Commissioners may initially authorize a grant of up to \$5,000 ("seed money"), to facilitate a community planning effort. No money will be disbursed by the Board until the required grant agreement is approved. The "seed money" will be disbursed pursuant to the written grant agreement between the County and the Community Panel. All disbursements of "seed money" will be deducted from the maximum amount of funds for which the Community Panel may be eligible.
- 4.2. A subsequent disbursement of public money Planning Funds will be available in accordance with the terms and conditions of the grant agreement. The County grant will be based on the size and scope of the planning effort and the Community Panel's ability to complete the effort. In no event may the total amount of funds disbursed exceed \$25,000.
- 4.3. All grants of public funds must be used solely for the creation of the community plan. Acceptable uses of these public funds will include: payment of professional consulting services; advertising of public meetings/workshops; and copying of draft and final documents. Public funds may not be used for the rental of office space, purchase of supplies such as computers and software, or phone service. Before receiving any funds, the Community Panel must document how the funds will be utilized to the Lee County Department of Community Development, Planning Division.
- 4.4. The County will have unrestricted access to all records of the Community Panel pertaining to the community planning effort. The County may conduct audits of the financial records of the Community Panel. Before disbursing a grant of Planning Funds, the County must independently ensure that the proposed expenditure is in accordance with the regulatory requirements set forth in this Code and may enlist the Clerk of the Courts to perform an audit of the Community Panel. The head of the Community Panel must attest that the entity has complied with the provisions of the grant agreement and this Code.
- 4.5. County Planning Staff will assist the Community Panel in identifying additional funding sources to support the community planning efforts such as state or philanthropic grants.

Section 5. Public Participation:

- 5.1. The Community Planning effort is subject to the Florida laws on Open Government. Therefore, there must be an adequate opportunity for public participation in the community planning effort, the Community Panel must encourage and allow the participation of residents, property owners, the school district, and other interested parties. In order to effectuate this purpose, reasonable notice of all meetings pertaining to the community planning effort must be provided to the public. All meetings of the Community Panel must be open to the public.
- 5.2. Proper notification of meetings of the full Community Panel will include the posting of the meeting date and time in several public places including, but not limited to local libraries, post offices, banks,

supermarkets, chambers of commerce, civic associations, and community recreation areas. In addition, these public meetings must be noticed in a local paper that is published daily or weekly. All posted and published notices must provide the date, time, and location of the public meeting. In lieu of a display advertisement, the notice could take the form of an article in a similar publication that provides the date, time, and location of the public meeting.

- 5.3. The Community Panel must maintain both recorded and written minutes of all of its full meetings. All records of the Community Panel pertaining to the community planning effort will be deemed public records and open for personal inspection by any person.
- 5.4. The Community Panel may establish sub-committees consisting of members of the Community Panel and/or other community members for the purpose of information gathering, information sharing, and the exploration of common concerns. The sub-committee meetings are required to be publicly noticed and recorded. The common concerns explored by the sub-committees must be presented to the full Community Panel at an informational sharing session during a properly noticed public meeting as outlined in section 5.2 above.

Section 6. Minimum Community Plan Requirements.

- 6.1. The Community Panel's suggested additions or revisions to the Lee Plan must be based on sufficient data and analysis to support the proposed amendments. Original data collection by the Community Panel to support the vision and unique character of a community is encouraged but not required.
- 6.2. Where data augmentation, updates, or special studies or surveys are deemed necessary by the Community Panel, appropriate methodologies must be clearly described or referenced and must meet professionally accepted standards for those methodologies.
- 6.3. The Community Panel's suggested additions or revisions to the Lee Plan must be based on resident and seasonal population estimates and projections. Resident and seasonal population estimates and projections must be those provided by the Planning Division, or can be generated by the Community Panel. If the local Community Panel chooses to base its community plan on its own projections, a detailed description of the rationale for this choice must be included in the Plan.
- 6.4. If a community plan includes suggested new Capital Expenditures or mandates County actions that will require additional or new public expenditure, the community plan must identify the funding source to achieve these expenditures.

Section 7. Submittal Requirements:

- 7.1. A completed Lee Plan Amendment Application form. (applicable comprehensive plan amendment fees will not be required.)
- 7.2. All text and maps submitted with a community plan must be in a format and size that is easily reproduced.
- 7.3. All maps included in the community plan must include major natural and man-made geographic features, and city and county lines, when applicable, and must contain a legend indicating a north arrow, map scale, and date.

- 7.4. As part of any proposed Comprehensive Plan Amendment, the Community Panel must provide a written summary on the extent of citizen participation in the planning effort. At a minimum, the citizen participation report must include the following information:
- a. Details of methods the Community Panel used to notify and involve the public. The dates, location, and attendance of all meetings and workshops where citizens were invited to discuss the planning effort;
 - b. Copies of all published and posted notices for meetings. A copy of the letters used for mailings, as well as the dates the letters were mailed and numbers of intended recipients. Copies of newspaper articles and newsletters discussing the community planning efforts.
 - c. Copies of all Agency Minutes for all meetings and workshops;
 - d. Copies of notices, newsletters, or other written materials distributed during the community planning effort;
 - e. A tally of the number of people who participated in the process, and if possible, the names of those who attended meetings and workshops;
 - f. A summary of the issues and concerns expressed by the participants in the planning effort;
 - g. The substance of the issues and concerns;
 - h. A description of how the agency has addressed or intends to address the issues and concerns expressed during the planning effort;
 - i. A description of the issues and concerns the Community Panel does not intend to address and why;
 - j. Copies of correspondence, including e-mail and facsimile transmittals; and
 - k. The names and addresses of the members of the Community Panel and all consultants retained to assist the Community Panel, and their additional Form 1 and Form 2 disclosures for the time periods through the date of submittal of the Community Panel's suggested additions or revisions to the Lee Plan.

Section 8. Community Plan Amendment Review Process:

- 8.1 Following submittal of suggested amendments to the Lee Plan, Planning Division staff will conduct a complete evaluation and analysis of the proposal.
- 8.2 Lee County will consider comprehensive plan amendments suggested in community plans as part of the regular yearly amendment process. Those amendments will be reviewed, evaluated and considered in the same manner as any other proposed Lee Plan amendment. This review will follow the procedures and public notification required by Florida Statutes section 163.3187 and Lee County Administrative Code 13-6: Annual Plan Amendment Procedure to the Lee Plan.
- 8.3 The Board of County Commissioners reserves the right to adopt, not adopt or modify any and all of the community plan's suggestions.

Community Planning Panel Members

BOCA GRANDE COMMUNITY PLANNING PANEL

Contact List, 01/18/04

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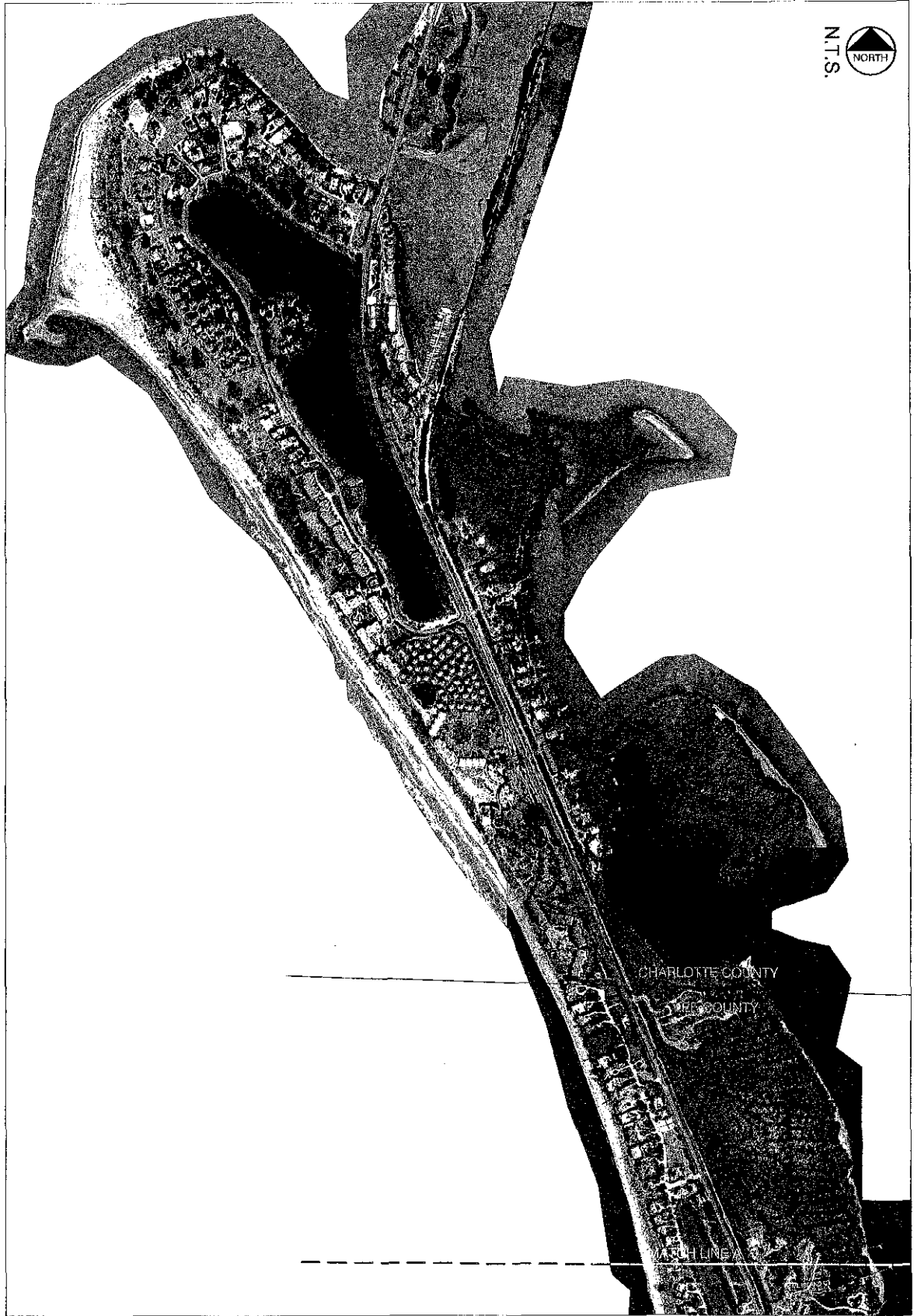
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CHARLOTTE COUNTY
FLORIDA
GULF COUNTY

WATER LINE

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CHECKED BY: [Signature]
SCALE: AS SHOWN

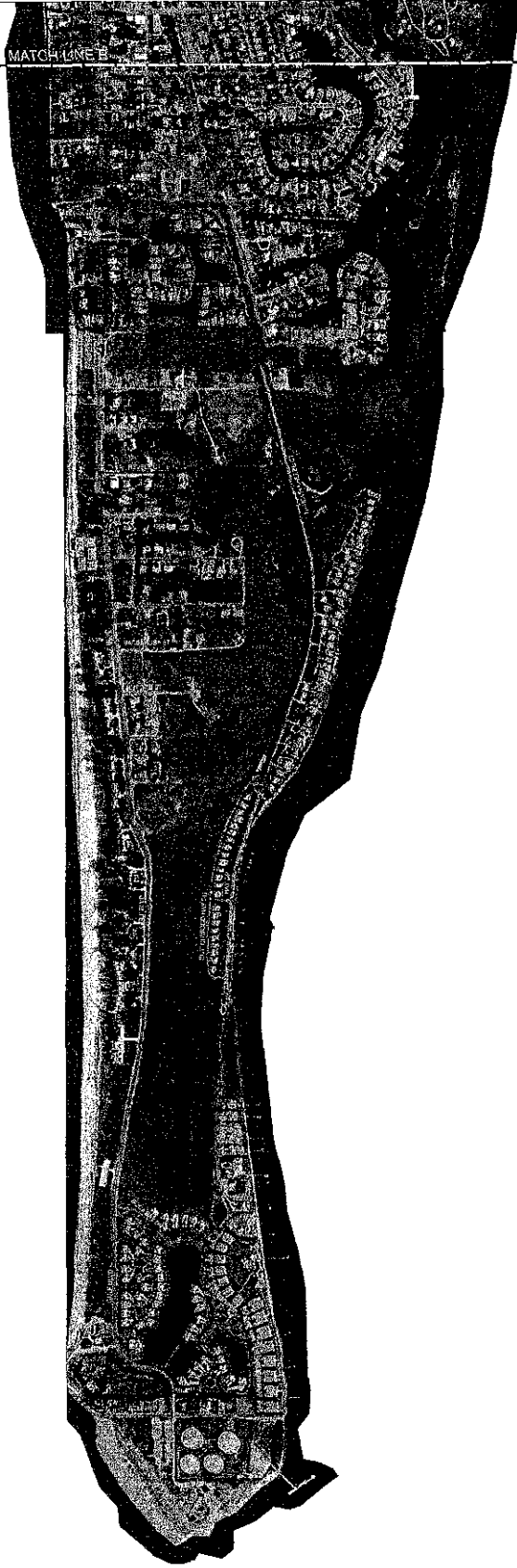
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BOCA GRANDE COMMUNITY
Boca Grande, Charlotte County, Florida
FLORIDA

APPROVED: [Signature]

MATCH LINE



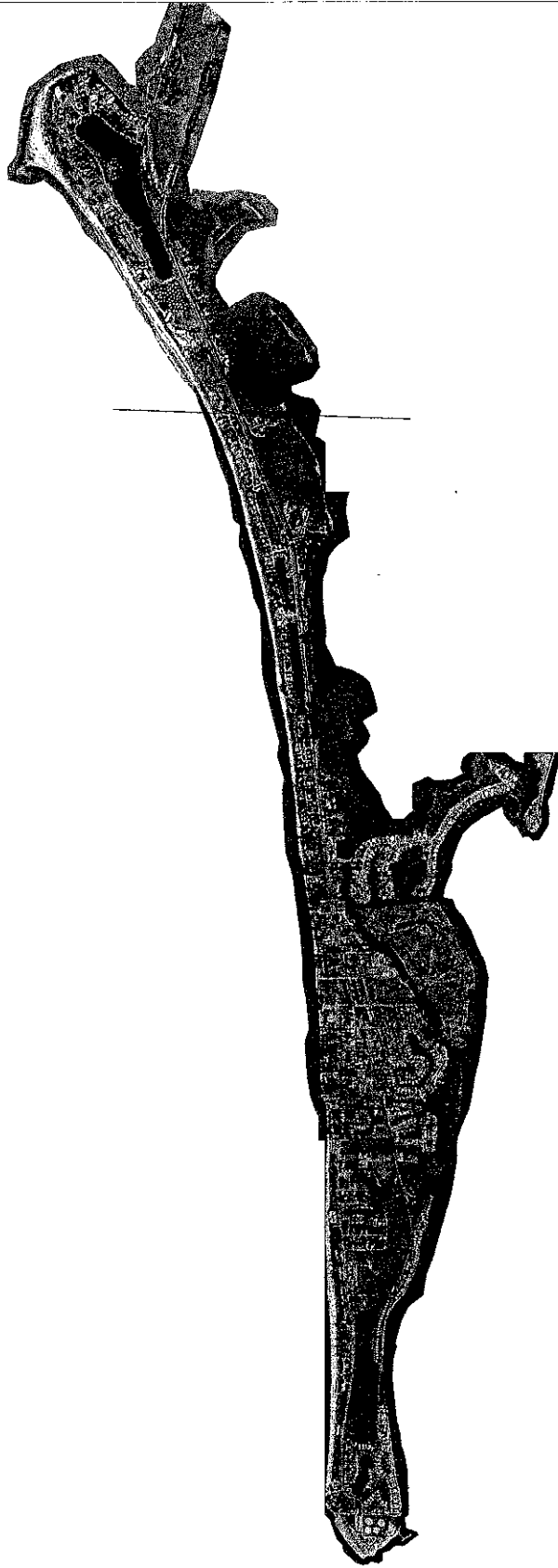
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BY: [Signature]
CHECKED: [Signature]
APPROVED: [Signature]

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BOCA GRANDE COMMUNITY
City of Boca Grande, Lee County Florida

Revisions



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BY
MD



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BOCA GRANDE COMMUNITY
Property owned, Lee County Florida

REVISIONS: