



MEMORANDUM

Date: 10-12-25

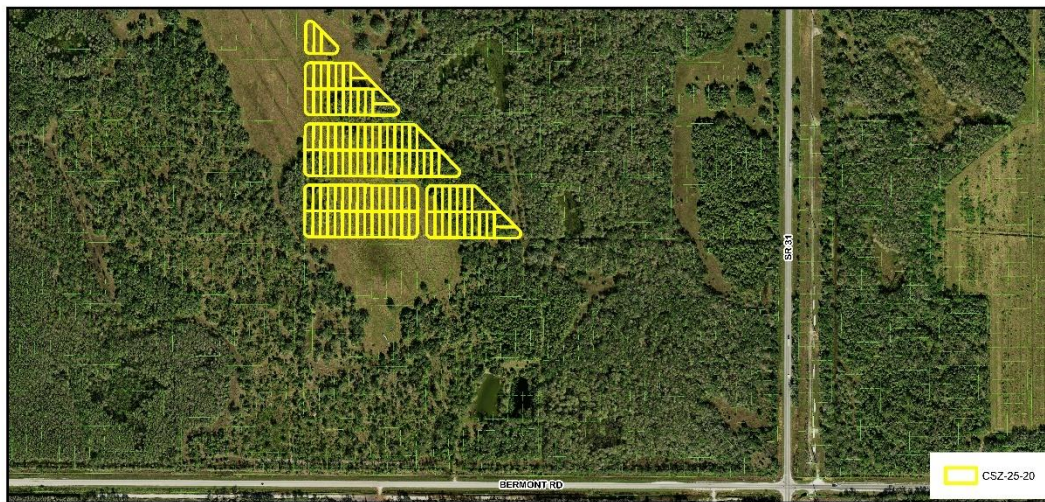
To: Honorable Board of County Commissioners

From: Jie Shao, AICP, MCP, Planner, Principal (see Exhibit 1 for professional qualifications)

Subject: CSZ-25-20, an application to certify Sending Zones for properties located in the Del Verde Section R subdivision and within the East County area, certifying 105 units of transferrable density

Purpose of this Application:

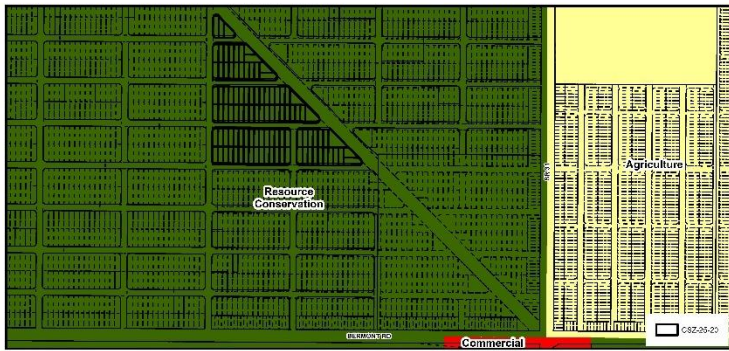
Petition CSZ-25-20 involves a request by Sandra W. Welles Ranch LLC to certify Sending Zones (SZ) covering approximately 14.16 acres, including 105 substandard platted lots, in Blocks 5, 12, 13, 14 & 34 and within the Del Verde Section R subdivision, generally located north of Bermont Road and west of SR 31, in the East County area. If approved, the proposed SZs certify 105 units of transferrable density, and zero units will be retained.



CSZ-25-20 Area Image

Analysis:

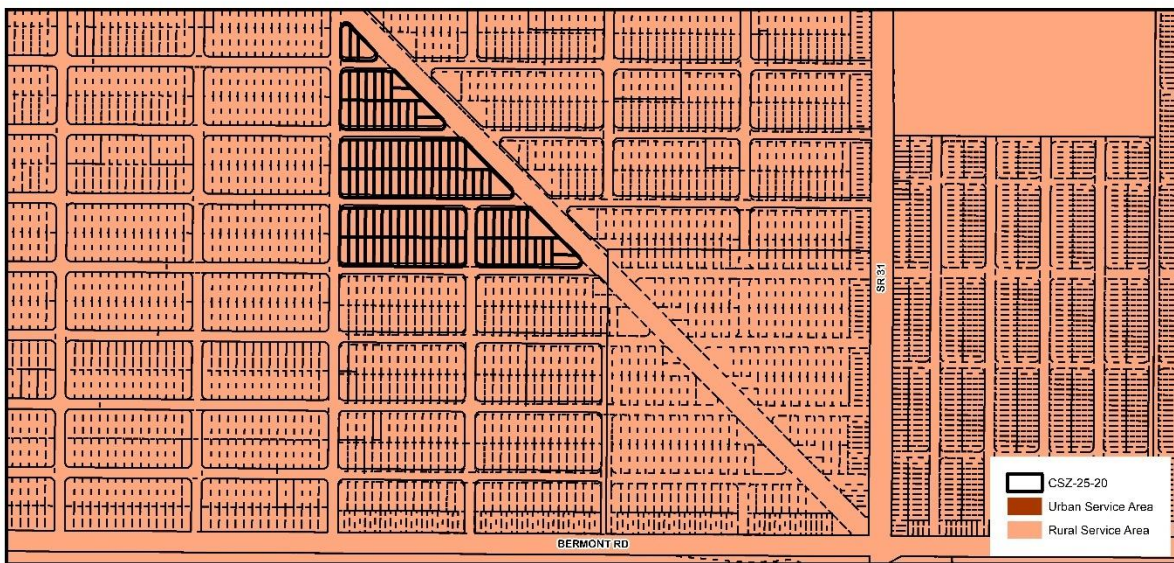
The subject property has a Future Land Use Map (FLUM) designation of Resource Conservation (RC) and is zoned Agriculture (AG). The subject property is located within the Rural Service Area, as depicted on **FLUM Series Map #3: Service Area Delineation**.



CSZ-25-20 FLUM Designations

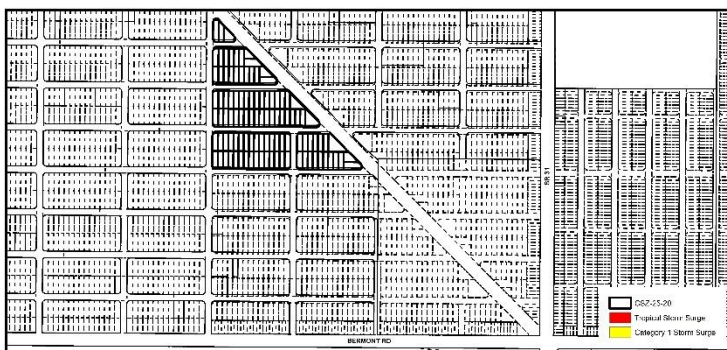


CSZ-25-20 Zoning Designations

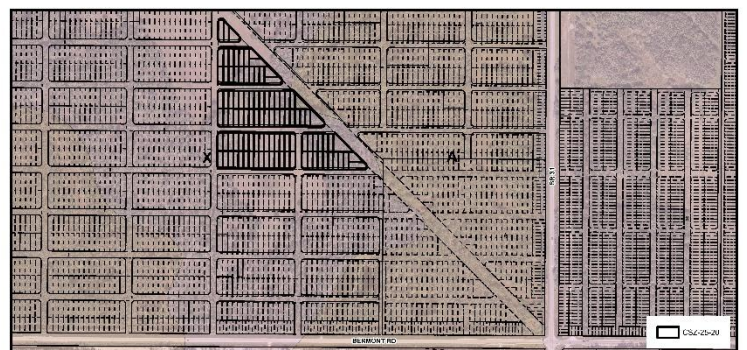


CSZ-25-20 Service Area Delineation

The subject property is located outside of the Coastal High Hazard Area (CHHA), and within FEMA Flood Zone X.



CSZ-25-20 Coastal High Hazard Areas



CSZ-25-20 Flood Zones (Subject Property - X Flood Zone)

Consistency with the County's Comprehensive Plan and Section 3-9-150: Transfer of Density Units (TDU) of the Charlotte County Code of Laws and Ordinances:

There are two documents that govern the Transfer of Density Units program. The first is the County's Comprehensive Plan, and the other is the Charlotte County Code of Laws and Ordinances, Section 3-9-150: Transfer of Density Units (TDU).

The criteria for SZs within the TDU program are established in **Future Land Use (FLU) Policy 1.2.9: TDU Sending Zones**. two of 11 criteria are:

"2. Lands within the Rural Service Area (FLUM Series Map #3) retaining a bona fide agricultural use or consisting of substandard platted lots.

3. Lands within the Resource Conservation and Preservation FLUM categories."

This CSZ request is consistent with this policy and meets two specific criteria.

Furthermore, public potable water or sanitary sewer service is not available for these substandard platted lots, and the applicant has submitted a restrictive covenant to declare that no residential developments rights will be retained on these platted lots. Therefore, this CSZ application is consistent with **FLU Policy 1.2.10: Restrictions on Sending Zones** for item 2 under **FLU Policy 1.2.9**, which specifically states that: *"If consisting of substandard platted lots, such Sending Zone sites shall be placed under a restrictive covenant and all density severed except that owners shall retain one unit of density per platted lot if public potable water or sanitary sewer service is available."* This CSZ application is also consistent with **FLU Policy 1.2.10: Restrictions on Sending Zones** for item 3 under **FLU Policy 1.2.9**, which requires that: *"Sending zone sites shall be placed under a conservation easement and no density shall be retained, an existing residential structure may be retained, and such structure shall be counted as one residential unit."*

Section 3-9-150(d)(1) of the Charlotte County Code of Laws and Ordinances further establishes criteria for qualifying as an SZ and states that *"to qualify as an SZ, the proposed SZ must contain at least one (1) density unit and it must comply with one (1) of the following"* criteria, including that: *"It is located within the rural service area, as depicted on FLUM Series Map #3: Service Area Delineation, and contains a bona fide agricultural use or consists of substandard platted lots,"* and *"it has a resource conservation or preservation FLUM designation."* This CSZ request meets this TDU Code requirement.

Staff Summary:

Based upon the analysis and conclusions set forth herein, in staff's professional opinion, this CSZ application is consistent with the intent and requirements of the County's TDU Program as established in the County's Comprehensive Plan and the County's Code of Laws and Ordinances, and other applicable guidelines.



Qualifications of Jie Shao

Position: Principal Planner

Years with Charlotte County: 21

Position Summary & Experience: I have worked as a Planner for Charlotte County Community Development Department since January 2004. My main duties include reviewing and making recommendations on plan amendments, zoning map changes and text amendments to the County's Comprehensive Plan, and amendments to the County's Land Development Regulations. I prepare and present staff reports and recommend actions to the Planning and Zoning Board and the Board of County Commissioners.

I evaluate Site Plan Review applications specifically related to development within Development of Regional Impacts for consistency with the County's Comprehensive Plan and Development Orders. I review all development within the Planned Development zoning district. I review applications for establishment of Community Development Districts, applications under the Transfer Density Units (TDU) program and track all TDUs.

In addition, I created the US 41 Zoning District Overlay Code in 2004. I worked with the planning Advisory Committee to successfully create the Little Gasparilla Island Community Plan in 2007 and also created the Little Gasparilla Island Zoning District Overlay Code and the Bridgeless Barrier Island Zoning District in 2013. As a project manager, I successfully completed the US 17 Corridor Planning Study in 2009-2010. I served as a liaison for the South Gulf Cove Advisory Committee and the Little Gasparilla Island Advisory Committee in 2006-2009. I hosted roundtable meetings to solicit public's input. As a team member, I revised and rewrote the County's Land Development Regulations in 2013-2014. Further, I worked on the County's Comprehensive Plan rewrite in 2009-2010, and EAR-based amendments for the County's Comprehensive Plan in 2007, 2014, and 2022.

Education:

- September 1997 to December 2001
University of Cincinnati; Cincinnati, Ohio; Obtained a M.S. degree in Community Planning
- September 1986 to July 1990
Chongqing University China; Obtained a B.S. degree in Architecture

Professional Associations and Certifications:

- AICP, American Association of Certified Planners since 2017
- American Planning Association (APA), Member since 2004

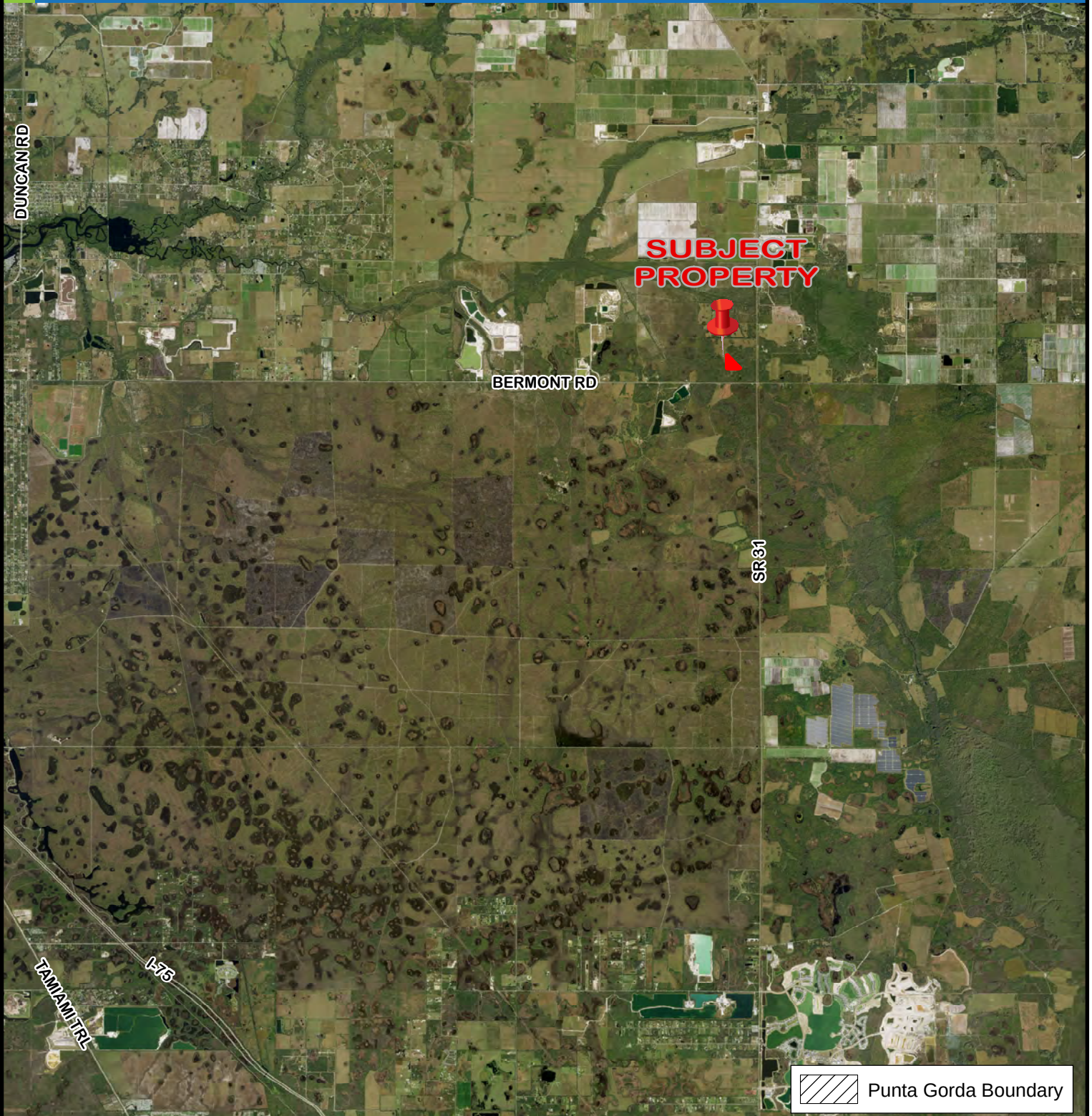
Related Past Experience:

- Planner, Architectural Graphics Designer, University Instructor in Architecture, Suzhou Planning Bureau/Institute of Urban Construction & Environmental Protection (1990-1994)

Exhibit 1

CHARLOTTE COUNTY

Location Map for CSZ-25-20



36/40/25 East County



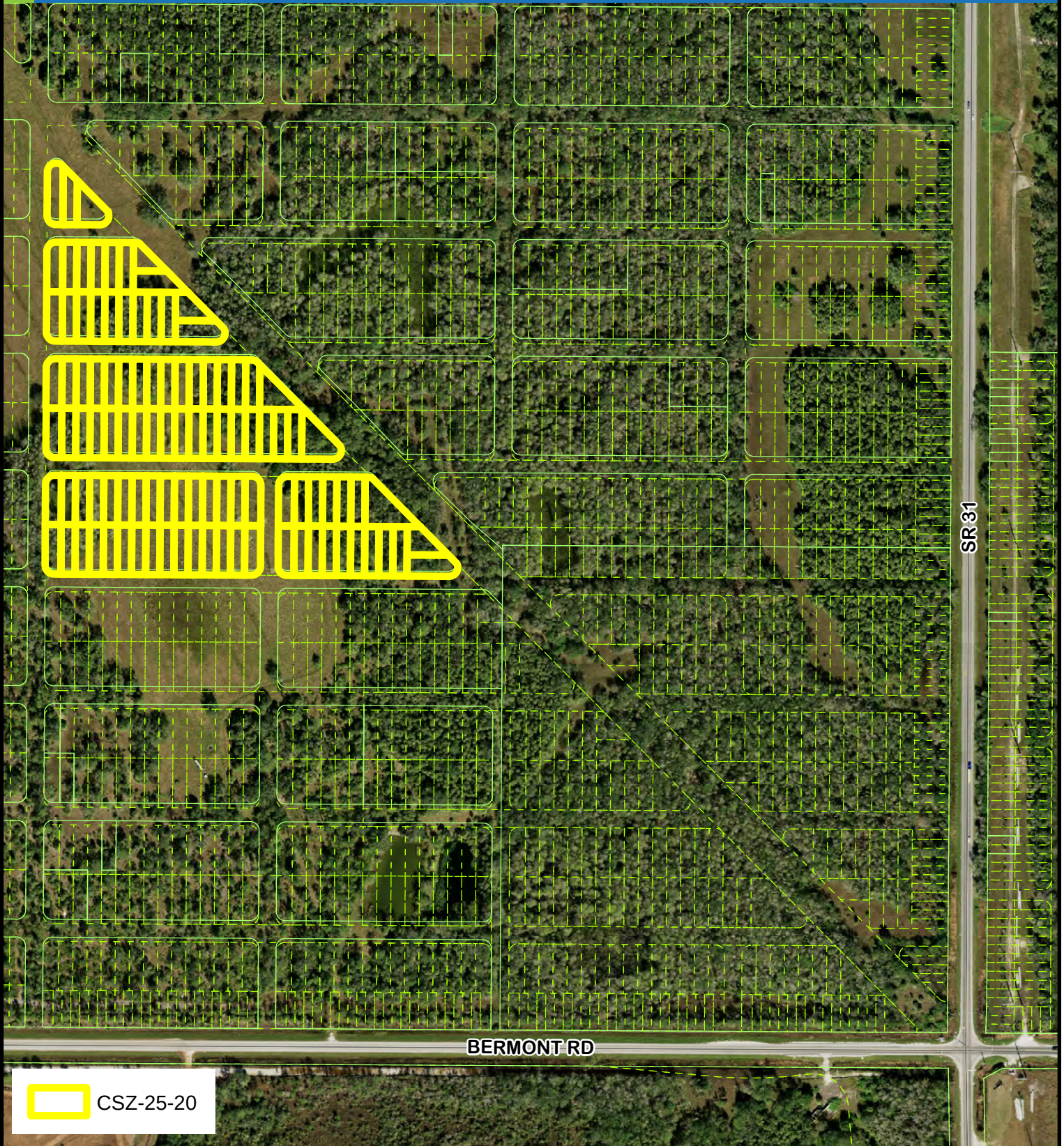
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CHARLOTTE COUNTY

Area Image for CSZ-25-20



36/40/25 East County



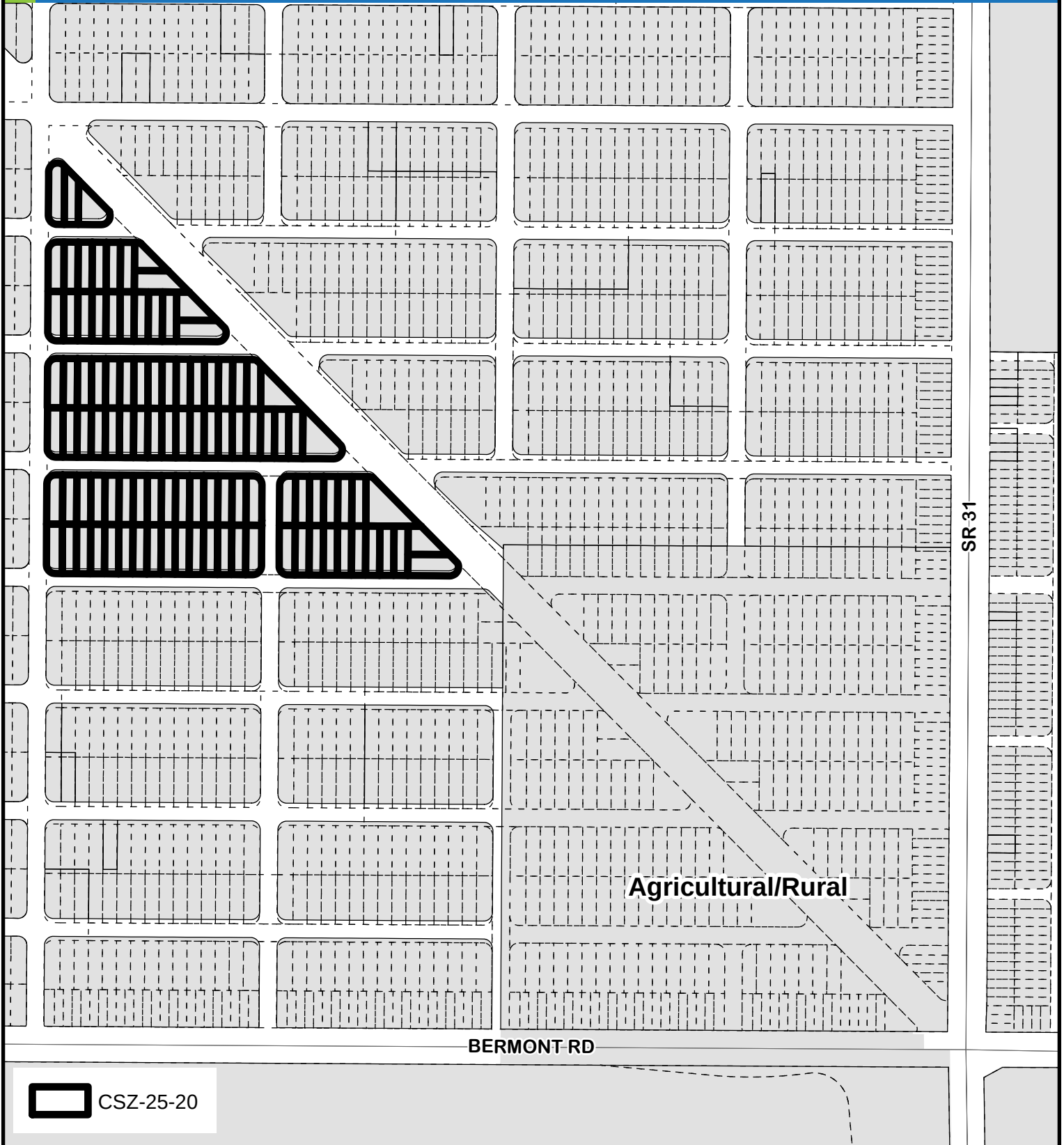
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CHARLOTTE COUNTY

Framework for CSZ-25-20



36/40/25 East County



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CHARLOTTE COUNTY
Community Development



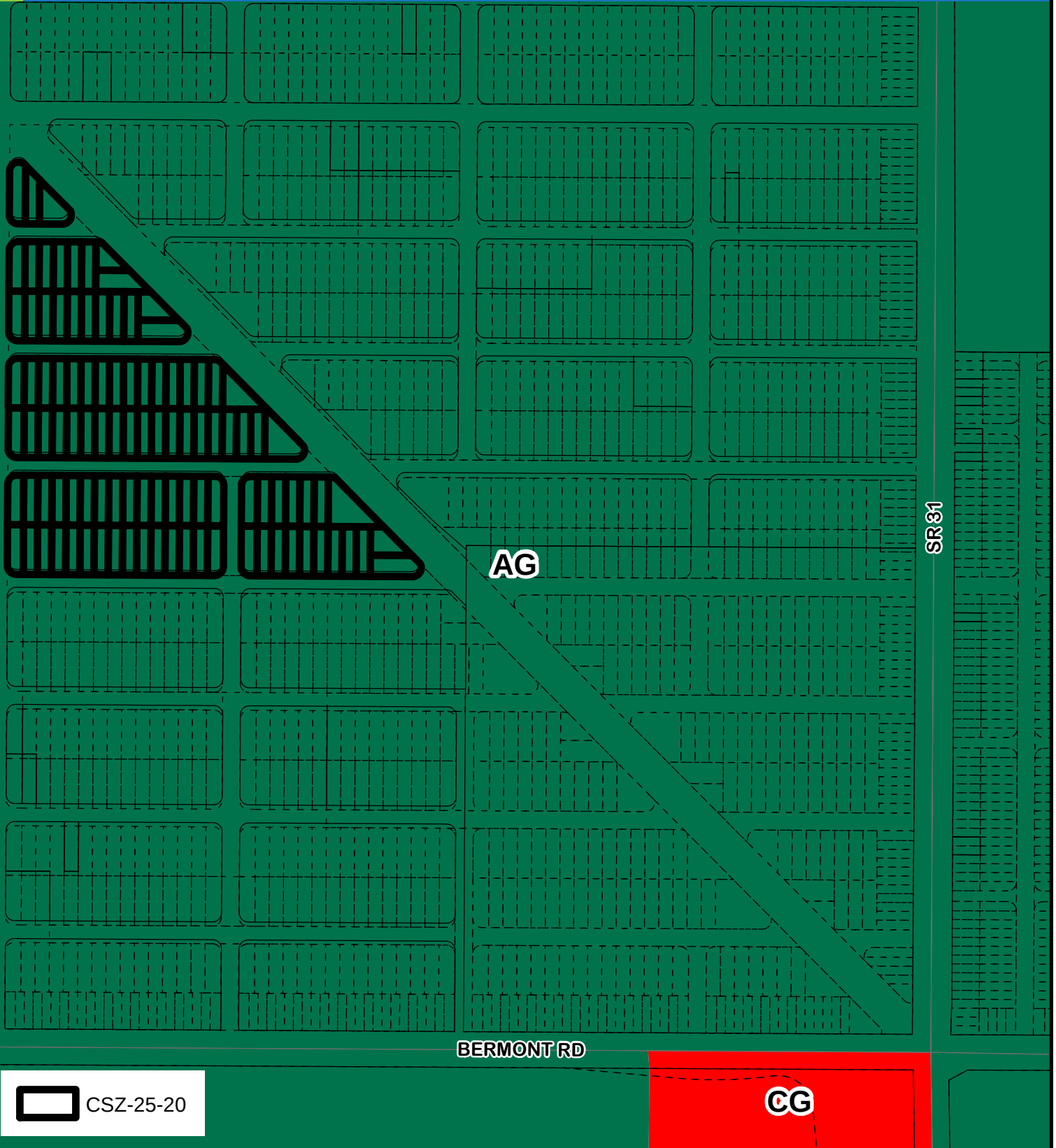
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CHARLOTTE COUNTY

Zoning Designations for CSZ-25-20



36/40/25 East County



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