



**Charlotte HOME**  
(Housing Opportunities Made Easier)  
Affordable Designation/Project Scoping Request

**Office Use Only:**

Request Date: \_\_\_\_\_ Scoping Meeting Date: \_\_\_\_\_

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> RENTAL       | <input type="checkbox"/> HOMEOWNERSHIP | <input checked="" type="checkbox"/> SPECIAL NEEDS/SUPPORTED LIVING |
| <input checked="" type="checkbox"/> Multi-family | <input type="checkbox"/> Single Family | <input type="checkbox"/> Other                                     |

\*An officer, owner, partner or sole proprietor of the Company applying must sign this form\*

Person(s) Attending: J. Scott Eller

☒ Owner ☐ Builder ☒ Developer ☐ Engineer/Architect/Design Professional ☐ Other: \_\_\_\_\_

Is the applicant affiliated with a: ☒ Non-profit ☐ Community Land Trust \_\_\_\_\_

Best number to reach: 941-225-2373 Email: Scott.Eller@caslinc.org

Engineer/Architect/Design Professional Attending: Del Vescovo Design Group Telephone Number: 941-806-6933

Contractor License Number (if applicable): CGC058900

Property Tax ID Number(s): 402215404017

Property Acreage: 0.25

Project Location or Address: 21350 Stillwater Ave. Port Charlotte, FL 33952

Legal Description of proposed property: PCH 080 2809 0015

Subdivision Name: Port Charlotte Section 80

Zoning District (current): OMI  
(Include overlay districts if applicable)

Future Land Use (current): Commercial  
(Include overlay districts if applicable)

Zoning District (proposed): OMI

Future Land Use (proposed): Commercial

No. of proposed buildings 1 No of proposed units 9 No. of Affordable Units 9

Percentage of Affordable Units 100% Average resident income: ☐ 60-80% AMI ☒ <60% AMI ☐ <30% AMI

If Rental, proposed rental rates: \$719 If Homeownership, proposed sales price: NA

Term of Affordability: ☐ Perpetuity ☐ 50 years ☐ 21-49 years ☒ 20 years ☐ Tied to sale of unit

Incentives Requested: ☒ Impact Fee Waiver ☒ Utility Fees ☒ Other Fees ☒ Density  
☐ Land Donation ☒ Local Gov. Contribution ☐ Other

See page 2 for additional required information.

*Incentives may be awarded, subject to available funding, on a pro rata basis for proposals meeting minimum, median or maximum incentive thresholds. Awards are based on AHAC and/or staff recommendation and Board of County Commissioner approval.*

Signature: *Philip J. Brack* Date: 11/9/23

## SHIP Non-Profit/Low-income/Special Needs Rental – Additional Required Information

### (Attach Additional Pages as Necessary)

#### Describe the scope of the project including all hurricane related Repairs:

The project involves the rehabilitation of 21350 Stillwater Ave. Port Charlotte, FL, to develop nine housing units for individuals experiencing homelessness, special needs, or disabling conditions. The scope of work encompasses various critical components, with the following overall budgets. We request \$400,000 of SHIP funding to assist with the funding of the project.

Firstly, electrical work totaling \$130,000 will address the restoration and enhancement of the building's electrical systems. Plumbing, with a budget of \$107,000, will focus on repairing and updating the plumbing infrastructure to meet current standards. Framing and sheetrock work, budgeted at \$42,000 and \$51,000 respectively, will contribute to the structural integrity and interior finishing of the units.

The HVAC system, allocated \$99,000, will be overhauled to provide efficient climate-controlled environments. Insulation work, with a budget of \$47,000, will enhance energy efficiency. New doors and windows, totaling \$90,000, will be installed to enhance security, energy efficiency, and hurricane mitigation methods. Additionally, tile and flooring work (\$82,000), kitchen cabinets with installation (\$50,000), bathroom vanities (\$20,000), railings (\$15,000), and exterior stucco and painting (\$37,000) will collectively contribute to the overall rehabilitation, ensuring the building meets modern living standards and provides a sanitary, safe, and habitable environment for its future occupants.

#### Outline Project Readiness (Site Control; Zoning; Construction Timeline; etc.):

Owner:		Property Location:					
COMMUNITY ASSISTED & SUPPORTED LIV 2911 FRUITVILLE RD SARASOTA, FL 34237		Property Address: 21350 STILLWATER AVE Property City & Zip: PORT CHARLOTTE 33952 Business Name:					
Ownership current through 11/3/2023							
General Parcel Information		Sales Information					
Taxing District:	114	Date	Book/Page	Instrument Number	Selling Price	Sales code	Qualification/Disqualification Code
In City of Punta Gorda:	NO	10/30/2020	4554/1051	2867616	\$0	IIAPPROVED	11
Current Use:	SINGLE FAMILY	7/28/2009	2405/1350	1067188	\$100	IIAPPROVED	11
Future Land Use (Comp. Plan):	Commercial	1/28/2008	3050/432	1240176	\$550,000	IIAPPROVED	51
Zoning Code:	OMI	1/27/2006	2942/365	1536370	\$100	IIAPPROVED	19
Market Area / Neighborhood / Subneighborhood:	01/73/50	6/16/2005	2774/323	1432261	\$100	IIAPPROVED	19
Map Number:	4A159	10/1/2004	258/1146	1238329	\$340,000	IIAPPROVED	59
Section/Township/Range:	15-40-22	9/1/2001	1543/1149	848078	\$245,000	IIAPPROVED	
SOH Base Year:	0	6/1/1992	1223/126	123584	\$300,000	IIAPPROVED	
Waterfront:	NO	10/1/1983	246/1182	1503074601187	\$79,500	IIAPPROVED	

Click on the book/page or the instrument number to view transaction document images on the Clerk of the Circuit Court's web site.  
Click on Qualification/Disqualification Code for a description of the code. Codes are not available prior to 2003.

CASL maintains site control of the property as the owner. The property is currently zoned as "OMI". We do not anticipate the need for re-zoning to be necessary for the completion of the rehabilitation project. The property received significant damage during Hurricane Ian. We have already begun the interior demolition of the property and are in progress with the re-roof of the property. We are in the process of securing funding for the interior rehabilitation. We are currently working with an architect to create the interior design of the building. We are in the process of finalizing the contractor with the final scope of work received from the architect. Once we have secured the final financing necessary for rehabilitation and issue a notice to proceed to the contractor, we anticipate construction completion within 18 months.

Identify other funding sources for the project (insurance, FEMA, Loans, Grants, etc.). Provide settlement letters, if applicable. Provide detailed explanation if no settlement received.:

We have received \$30K in insurance proceeds and have already expended these funds to address the interior demolition of the property. We are in the process of identifying other federal and state grant funding to leverage to rehabilitate the property.

**Disclose any existing liens, mortgages, or other encumbrances attached to the subject property:**

Not Applicable.

**Describe property development/management experience:**

CASL is a 501c3 corporation formed in 1998 for the purpose of providing housing and supportive services. Over the past 23 years, we have served over 2,700 individuals. In 2022, we served over 600 clients. To date, our housing inventory covers 7 counties in FL and includes 101 single family/duplex homes, 175 multifamily units, four group homes, and a 56-bed assisted living facility. Our annual operating budget is over \$6m with a staff of 66.

Recently CASL and our development partner, Blue Sky Communities, opened Jacaranda Place. Jacaranda Place is an 88-unit affordable housing apartment development serving special needs populations. Additionally, we met with Punta Gorda Housing Authority, Jewish Family and Children's Services of the Gulf Coast, Charlotte County Homeless Coalition and Jesus Loves You, to ensure that CoC referrals were prioritized for open units.

CASL's experience in managing/owning PSH includes, Cypress Village ("CV"), a 95-unit Homeless/Disabling Condition community in Fort Myers. The property obtained the certificate of occupancy in late October 2021 and was fully leased by the end of December 2021. The current waiting list is 1,099. To date, 86 units are leased to Homeless and/or Disabling Condition individuals which exceeds the FHFC requirement of 48 units. Forty-five (45) of these units received rental vouchers and over half of the units were furnished through CASL's collaborative partnerships. The level of Outreach prior to construction completion in conjunction with weekly meetings between Carteret, CASL, CoC and Lee County agencies all contributed to Cypress Village exceeding expectations. Sixty (60) residents are currently engaged in supportive service through Hope Clubhouse and others.

Another example of CASL's experience, Arbor Village ("AV") is an 80-unit Homeless/Disabling Condition community in Sarasota and continues to be a success after leasing up in 2020 during a national pandemic. The current waiting list is 378 and the resident retention rate is 92% from initial occupancy. Application fees, security deposits, furniture and rental assistance were coordinated through CASL. Over the past year, more than 70 residents have engaged in supportive services.

**Describe any past or present litigation involving any properties managed, including outcome(s), if applicable:**

Not Applicable

**Services and program offered to resident, if applicable:**

CASL has a team of dedicated professionals who will offer intensive case management services to clients. Our case managers are geared to assist residents with self-sufficiency, behavioral health and wellness and integration in the community, we tailor service programs based on the individuals' specific needs.

Case Managers will assist individuals with completing a psychosocial assessment to develop Individualized Service Plans ("ISP"), and regularly scheduled screening tools as part of our measurement-based care initiative. These assessments are clinical tools which provide data to identify and document an individual's level of cognitive and behavioral functioning over time. These assessments serve as the road map for addressing individuals' physical wellness, medical care, psychiatric care, and therapeutic counseling. Residents will have access to a full array of supportive services that are free, voluntary, comprehensive, and customized. At move-in, residents will be encouraged to participate in their overall wellbeing and stability as established on their ISP.

Services will include free on-site case management, coordination of mainstream and government benefits, community referral services, life skills training, and community integration services. Our community partnerships will assist with any specialized off-site medical equity or resources needed to ensure our clients become stable in independent living. Transportation to needed partner services will be part of the services offered. CASL will also make a Peer Recovery Specialist available who will offer recovery support. Our approach to serving residents is to ensure comprehensive infrastructure and wrap around services are present to address residents' specific needs assisting clients throughout the housing process.

**Describe plan for tenant relocation during rehab/construction or plan for timely lease-up of vacant unit(s):**

The units are currently vacant. We are the largest provider of permanent supportive housing for persons who are homeless or have disabling conditions within Southwest Florida. CASL has an extensive history working closely with the CoC and other member agencies to include Punta Gorda Housing Authority, Jewish Family and Children's Services of the Gulf Coast, Charlotte County Homeless Coalition, and St. Vincent DePaul.

Often, we provide these entities with access to CASL's housing for their referrals. With CASL being a Central Florida Behavioral Health Network provider, it ensures direct linkage with other network providers to include Charlotte Behavioral Health Care, which gives access to mental health and/or substance use treatment services for indigent clients.

For those clients who have insurance, they have the option to access CBHC or engage with Elite DNA. CASL also works closely with the Virginia B. Andes Volunteer Community Clinic for access to medical care for our clients and ensure improved health outcomes.

Once the rehabilitation of the property is completed, we anticipate a quick lease up period based on the number of individual referrals we have received for housing for persons who are homeless or have disabling conditions.

**Other information (including special needs criteria, if applicable):**

CASL is a permanent supportive housing provider, that offers housing to persons with disabling conditions, generally mental illness, substance abuse, or co-occurring disorders. All our clients have a disabling condition and are generally chronically homeless when referred to our organization. As a provider of housing, CASL is the end point for persons moving into permanent housing. CASL is committed to the continued development of permanent supportive housing to address the needs of Charlotte County.

We also provide access to case management which helps support individuals to maintain stably housed. CASL's approach to serving persons who suffer from homelessness is to ensure that there is a comprehensive infrastructure of wrap around supports and services present to address a person's specific needs. CASL's model has generated a reduction in recidivism in excess of 80% and a reduction of re-admission to acute care systems exceeding 90%.

