

**DEVELOPMENT REVIEW COMMITTEE
MEETING
SEPTEMBER 13, 2019**

MEMBERS PRESENT: David Hilston, Chairman
Randy Cole, Chief Building Official
David McCarty, Code Compliance Supervisor
Tim Smallwood, Utilities Department
Jennifer Molnar, Fire Marshal
Norman Nahra, Police Lieutenant
Linda Sposito, Senior Project Manager

OTHERS PRESENT: Jennifer Daumann, Executive Assistant
Terri Hughes, Edward Wotitzky, Matt Nemec,
Lisa Trejo, Rainer Ruhland

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. September 27, 2019

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

- A. August 23, 2019
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of the August 23, 2019 minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

NOTE: V- 03- 19 heard following Event Permit #19- 153968.

- A. V-03-19 Request by Edward L. Wotitzky, as authorized agent for Thomas W. and Annette H. Robertson, property owners, pursuant to Chapter 26, Section 16.10, Punta Gorda Code, to allow a side yard setback of 2.0 feet at its closest point instead of 6 feet as is required per Chapter 26, Section 10.3(h)(12), Punta Gorda Code, in order to construct an addition to the existing driveway for a single-family residence located in a General Single-family zoning district. Legal: Punta Gorda Isles Section 11, Block 103, Lot 25 A/K/A: 338 Palm Isles Court, Punta Gorda, Florida Charlotte County Parcel ID: 412212484001
- Mr. David McCarty, Code Compliance Supervisor, submitted the staff report in its entirety into the record, providing a brief review of the applicants' request denoted in the agenda material.

- Mr. Edward Wotitzky, authorized agent, displayed an overhead view of the subject property, explaining the requested driveway setback would allow for safer ingress to and egress from the property. He noted the applicant's hardship might be perceived as self-created; however, case law stated the self-inflicted hardship rule did not apply to situations in which the hardship arose from circumstances peculiar to the applicant's property. He concluded by asserting the impact to surrounding property owners would be minimal.
 - Mr. McCarty noted certain utilities infrastructure existed at the property's corner near the drive, explaining damage to same could impact the entire neighborhood. He then stated staff found the request did not meet the literal criteria of hardship; therefore, staff recommended denial of V-03-19.
 - Mr. Wotitzky commented the applicant had to drive through the area adjacent to the driveway whether or not same was paved.
- B. V-04-19 – Request by William Westvang, as authorized agent for Clipper Cove at Bal Harbor Master Association, Inc., property owner, pursuant to Chapter 26, Section 16.10, Punta Gorda Code, to allow a side yard setback of zero (0) feet at its closest point instead of five (5) feet as is required per Chapter 26, Section 10.3(h)(12), Punta Gorda Code, and to permit curb radii of thirty (30) feet and thirty-two (32) feet instead of twenty (20) feet as required per Chapter 26, Section 9.4(d), Punta Gorda Code, in order to construct an addition to an existing driveway for a multi-family condominium complex located in a general multi-family zoning district. Legal: Common Area for Clipper Cove at Bal Harbor, CLI 000 0000 COMM A/K/A: 2000 Bal Harbor Blvd, Punta Gorda, Florida Charlotte County Parcel ID: 412213701000
- Mr. McCarty provided a review of the applicant's request, along with a brief history of the subject property's development. He explained the Fire Marshal had determined the entrance driveway was not adequate for large emergency vehicles; therefore, staff recommended approval of the request.
 - Ms. Molnar stated she had met with the applicant's representative, reporting the current entrance's limited accessibility to emergency vehicles impacted more than 138 residences.
- C. Event Permit: 19-154460; Downtown Fall Bash; Taylor Street; November 2, 2019
- Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan from the agenda material, then requesting a copy of the alcoholic beverage license and a Certificate of Insurance naming the City as additional insured.
 - Ms. Molnar noted a tent permit was required two weeks prior to the event.
 - Mr. Nahra stated a one-officer detail was required.

- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154460 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. Event Permit: 19-154026; 15th Annual Punta Gorda Wine & Jazz Festival; February 21 & 22, 2020; Laishley Park
- Ms. Daumann requested a copy of the alcoholic beverage license, a Certificate of Insurance naming the City as additional insured and a completed Facilities Maintenance contract. She noted dumpsters were not permitted on the grass, suggesting the applicant contact the Facilities Maintenance Division regarding an appropriate dumpster location.
 - Ms. Molnar confirmed the applicant desired a Fire Department stand-by, adding a tent permit was required two weeks prior to the event.
 - Mr. Nahra stated a two-officer detail was required, with one officer scheduled from 8:00 a.m. to 6:00 p.m. and a second scheduled from 1:00 p.m. to 6:00 p.m.
 - Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154026 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- E. Event Permit: 19-154458; Great Tailgate; Laishley Park; November 30 - December 1, 2019
- Ms. Daumann requested a copy of the alcoholic beverage license and a Certificate of Insurance naming the City as additional insured as well as completed Off-duty Fire Department, Off-duty Police Officer, Facility Maintenance, and Laishley Park Rental contracts. She noted dumpsters were not permitted on the grass. She stated the City's Facilities and Maintenance Division required two weeks' notice to provide for electric and water needs, then advising the Harborwalk Condominium entrance must be staked or fenced a minimum of twenty-four hours prior to the event.
 - Mr. Matt Nemec, applicant, acknowledged staff's requirements.
 - Ms. Molnar noted a tent permit was required two weeks prior to the event.
 - Mr. Nahra stated a one-officer detail was required between 11:00 a.m. and 10:00 p.m., explaining the detail might be split into two shifts.
 - Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154458 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- F. Event Permit: 19-154455; Big Orange Music Festival; Laishley Park; October 25-27, 2019
- Ms. Daumann requested a copy of the alcoholic beverage license and a Certificate of Insurance naming the City as additional insured as well as completed Off-duty Police Officer, Off-duty Fire Department, Facilities Maintenance and Laishley Park Rental contracts. She noted dumpsters were not permitted on the grass. She stated the City's Facilities and Maintenance Division required two weeks' notice to provide for electric and water needs, then advising the Harborwalk Condominium entrance must be staked or

fenced a minimum of twenty-four hours prior to the event. She noted City Council would consider the applicant's request for closure of the Harborwalk on September 18, 2019.

- Ms. Molnar stated she would work with the applicant to determine whether a Fire Department stand-by was required, adding a tent permit was required two weeks prior to the event.
- Mr. Nahra noted a two-officer detail was required, with one officer scheduled from 12:00 p.m. to 10:00 p.m. and a second scheduled from 3:00 p.m. to 10:00 p.m.
- Mr. Nemec, applicant, inquired as to where the dumpster could be placed.
- Ms. Daumann pointed out a location recommended by the Facilities Maintenance Division, suggesting the applicant speak to the Facilities Maintenance Division regarding same.
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154455 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

G. Event Permit: 19-154451; Food Truck Festival; Laishley Park; October 18-20, 2019

- Ms. Daumann requested a copy of the alcoholic beverage license and a Certificate of Insurance naming the City as additional insured as well as a completed Off-duty Police Officer contract. She stated the City's Facilities and Maintenance Division required two weeks' notice to provide for electric and water needs, then advising the Harborwalk Condominium entrance must be staked or fenced a minimum of twenty-four hours prior to the event. She noted a dumpster was required; however, same was not permitted on the grass.
- Ms. Lisa Trejo, applicant, stated a map indicating the proposed dumpster location was provided to staff.
- Ms. Molnar noted a tent permit was required two weeks prior to the event.
- Mr. Nahra stated a one-officer detail was required.
- Ms. Trejo clarified the event's name was "Food Truck Festival."
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154451 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

H. Event Permit: 19-154491; Healthy You, Healthy Planet 5k; Laishley Park; February 1, 2020

- Ms. Daumann requested completed Facilities Maintenance and Laishley Park Rental contracts as well as an example of the proposed off-premises signage. She stated the City's Facilities and Maintenance Division required two weeks' notice to provide for electric and water needs, then advising the Harborwalk Condominium entrance must be staked or fenced a minimum of twenty-four hours prior to the event.
- Ms. Molnar advised more than a single canopy would require a permit.

- Mr. Nahra clarified the event route, confirming a police detail was not required.
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154491 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- I. Event Permit: 19-154452; Sandra's Oktober Fest; Sandra's Restaurant; October 4-5, 2019
 - Ms. Daumann requested a Certificate of Insurance naming the City as additional insured, a copy of the alcoholic beverage license's extension of premises and a road closure form. She further requested the applicant coordinate with Mr. Dave Meyers, Traffic Control Technician, for closure of the alleyway.
 - Mr. Rainer Ruhland, applicant, stated two ten-foot by ten-foot canopies would be used on the stage.
 - Ms. Molnar replied she would coordinate with the applicant regarding the tent permit.
 - Mr. Nahra stated a one-officer detail was required each day.
 - Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-154452 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

NOTE: Event Permit #19- 153968 heard following Approval of Minutes.

- A. Event Permit: 19-153968; Fishbowl Fiesta 5k Fun Run, Charlotte High School; January 11, 2020
 - Ms. Daumann requested an example of the proposed off-premises signage in digital format as well as a Certificate of Insurance naming the City as additional insured. She stated the event organizer needed to coordinate with Mr. Meyers for traffic maintenance and road closures.
 - Ms. Molnar advised more than a single canopy would require a permit.
 - Mr. Nahra noted an officer was required for traffic control.
 - Ms. Terri Hughes, applicant, confirmed a School Resource Officer could perform traffic control, then requesting Officer Dean Irving do so.
 - Mr. Nahra replied he would speak with Officer Dean Irving regarding his availability.
 - Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-153968 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. Event Permit: 19-153966; Charlotte Harbor Nature Festival; Laishley Park; November 16, 2019
 - Ms. Daumann requested an example of proposed off-premises signage in digital format, a completed Fire Safety Checklist and completed Facilities Maintenance and Laishley Park Rental contracts. She stated the City's Facilities and Maintenance Division required two weeks' notice to provide for electric and water needs, then advising the Harborwalk

Condominium entrance must be staked or fenced a minimum of twenty-four hours prior to the event. She noted a dumpster was required; however, same was not permitted on the grass. She confirmed the applicant could close the event's entrance so long as emergency responders were provided access.

- Ms. Molnar stated she would work with the applicant to determine whether a Fire Department stand-by was required, adding a tent permit was required two weeks prior to the event.
- Mr. Nahra stated anticipated attendance of 1,000 required a one-officer detail, requesting the applicant contact him regarding same closer to the event.
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #19-153966 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

CITIZENS' COMMENTS

- There were none.

ADJOURNMENT

- Meeting Adjourned: 9:36 a.m.

David Hilston, Chairman

Leah Pues, Recording Secretary