

**DEVELOPMENT REVIEW COMMITTEE
MEETING
FEBRUARY 12, 2021**

MEMBERS PRESENT: Lisa Hannon, Acting Chair
Randy Cole, Chief Building Official
Robert Ruth, Utilities Project Manager
Jennifer Molnar, Fire Marshal
Justin Davoult, Police Lieutenant

MEMBERS ABSENT: Linda Sposito, Public Works

OTHERS PRESENT: Terry Nichols, Executive Assistant
Kevin Doyle, Teresa Desguin, Jerry Cleffi

CALL TO ORDER/ANNOUNCEMENTS

- Ms. Hannon called the meeting to order at 9:00 a.m.
- A. Roll Call
- B. Next Scheduled Meeting
- 1. February 26, 2021

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- None.

APPROVAL OF MINUTES

- A. January 22, 2021
- Ms. Molnar MOVED, Mr. Cole SECONDED approval of the January 22, 2021, minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. 21-162140, St. Patrick's Day Celebration, March 17 & 18, 2021, Celtic Ray
- Ms. Hannon verified this request was for a one-day event with cleanup scheduled on March 18, 2021. She then briefly reviewed the associated agenda material, noting the following was required: tent permit from the Fire Department; collaboration with the Public Works Department for maintenance of traffic (MOT); copy of the alcoholic beverage license extension of premises permit when available; City Council approval; Certificate of Insurance naming the City as additional insured and as the certificate holder.
- Mr. Cole verified the Building Division had no comments regarding this request.
- Ms. Molnar reiterated an application for a tent permit was required two weeks in advance of the event date. She stated a minimum of two Fire Department stand-by details were required for the duration of the event, noting a third command officer would be discussed with the applicant closer to the event date as attendance was determined.

- Mr. Davoult stated multiple officers would be required throughout the day of the event and would be scheduled as follows: first officer from 10:00 a.m. to 6:00 p.m.; second officer from 11:00 a.m. to 6:00 p.m.; third officer from 1:00 p.m. to 1:00 a.m.; two additional officers from 6:00 p.m. to 1:00 a.m.
 - Mr. Ruth confirmed the Utility Department had no comments regarding this request.
 - Ms. Hannon reiterated the applicant should continue to work with Mr. Meyers for MOT.
 - Ms. Molnar MOVED, Mr. Cole SECONDED to move Event Permit #21-162140 forward for City Council consideration. MOTION CARRIED UNANIMOUSLY.
 - Ms. Hannon advised a representative for the event should attend the February 17, 2021, City Council meeting.
- B. 21-161965 - The Hibiscus Festival. April 30 through May 2, 2021, Gilchrist Park
- Ms. Hannon briefly reviewed the request and noted the following was required: tent permit from the Fire Department; copy of the alcoholic beverage license when available; off-duty Police Department and Fire Department contracts; Certificate of Insurance naming the City as additional insured and as the certificate holder.
 - Mr. Cole verified the Building Division had no comments for this request.
 - Ms. Molnar reiterated a tent permit was required, adding a Fire Department stand-by detail was not required so the Fire Department contract was not needed.
 - Mr. Davoult verified one officer was required each date of the event and would be scheduled as follows: April 30, 2021, from 4:00 p.m. to 10:00 p.m.; May 1, 2021, from 8:00 a.m. to 4:00 p.m.; May 2, 2021, from 9:00 a.m. to 2:00 p.m.
 - Mr. Ruth confirmed the Utility Department had no comments regarding this request.
 - Ms. Hannon expressed uncertainty regarding the schedule for construction at Gilchrist Park, noting same should be past the gazebo or tennis court. She believed there should not be issues relating to construction, adding the applicant would be notified if there was. She concluded the Harborwalk could not be blocked at any time.
 - Ms. Molnar MOVED, Mr. Cole SECONDED to approve Event Permit #21-161965. MOTION CARRIED UNANIMOUSLY.

NOTE: Item D was heard following Item B.

- C. 21-162169 - Healing Field of Honor, May 27 through June 1, 2021, Laishley Park Open Space
- Ms. Hannon briefly reviewed the request, noting the applicant was working with Facilities Maintenance regarding placement of flags so that same would not interfere with water or irrigation lines. She stated staff was working with the applicant on setup for the event, explaining setup would be on the Friday, May 28, 2021, before the Memorial Day Holiday and cleanup would be on Tuesday, June 2, 2021. She noted the Veteran's Run would

take place during and close to the event, indicating staff felt the event and run coincided with each other. She stated a representative for the event was not present this date, concluding members could continue the request or move forward with same.

- Ms. Molnar spoke in favor of moving forward with the request.
- Mr. Cole verified the Building Division had no comments regarding this request.
- Ms. Molnar confirmed a Fire Department stand-by detail and tent permit were not required.
- Mr. Davoult verified the Police Department had no issues with this request.
- Mr. Ruth confirmed the Utility Department had no comments regarding this request.
- Ms. Molnar MOVED, Mr. Cole SECONDED to approve Event #21-162169. MOTION CARRIED UNANIMOUSLY.

NOTE: Unfinished Business followed Item C.

D. 21-162361 LoCash VIP Concert, March 6, 2021, City Marketplace

- Ms. Hannon briefly reviewed the request, noting a tent permit was required along with a copy of the alcoholic beverage license
- Mr. Cole verified the Building Division had no comments regarding this request.
- Ms. Molnar reiterated a tent permit was required. She stated a Fire Department stand-by detail was not required at this time; however, she would work with the applicant to monitor attendance.
- Mr. Jerry Cleffi, applicant's representative, confirmed a maximum of 300 people would be in attendance, adding the event would be seated and spaced. He verified there would be no ticket sales at the gate entrance and tickets would need to be purchased in advance.
- Ms. Molnar confirmed a Fire Department stand-by detail was not required for this event.
- Mr. Davoult verified one officer would be required from 6:00 p.m. to 11:00 p.m.
- Mr. Ruth stated the Utility Department had no comments regarding this request.
- Mr. Cleffi verified a small portion of West Retta Esplanade would be used for placement of the tent.
- Ms. Hannon questioned whether there would be social distancing at the event.
- Mr. Cleffi replied each table would be 6 feet apart with a total of 48 tables, adding a maximum of 6 people would be permitted at each.
- Ms. Molnar MOVED, Mr. Cole SECONDED to approve Event Permit #21-162169. MOTION CARRIED UNANIMOUSLY.

- E. 21-162362 - Punta Gorda Boat Show, March 11 through 14, 2021 from 10am to 5pm, City Marketplace
- Ms. Hannon briefly reviewed the request, noting a tent permit was required along with a copy of the alcoholic beverage license.
 - Mr. Cole verified the Building Division had no comments regarding this request.
 - Ms. Molnar reiterated a tent permit was required and a Fire Department stand-by detail was not required for the event.
 - Mr. Davoult confirmed the officer detail would be scheduled as follows: March 11, 2021, from 10:00 a.m. to 5:00 p.m.; March 12, 2021, from 10:00 a.m. to 5:00 p.m.; March 13, 2021, from 10:00 a.m. to 5:00 p.m.; March 14, 2021, from 10:00 a.m. to 4:00 p.m.
 - Mr. Ruth verified the Utility Department had no comments regarding this request.
 - Ms. Hannon stated any comments received from the Public Works Department would be forwarded to the applicant. She then inquired whether protocol for the COVID-19 pandemic was in place.
 - Mr. Cleffi replied hand washing and sanitizing stations would be available throughout the property and the majority of the event would occur outdoors; additionally, staff would wear masks and sneeze guards would be placed at the gate entrance and bar.
 - Ms. Hannon questioned whether there would be signs indicating a six foot distance should be maintained.
 - Mr. Cleffi responded spacing should not be an issue, indicating there would be many precautionary signs posted throughout the area.
 - Ms. Molnar MOVED, Mr. Cole SECONDED to approve Event Permit #21-162362. MOTION CARRIED UNANIMOUSLY.
- F. 21-162364 - Harbor Social Live Entertainment, March 20, 2021 from 3pm to 11pm
- Ms. Hannon briefly reviewed the request, noting an alcoholic beverage license extension of premises permit along with a copy of the alcoholic beverage license were required and the applicant would work with Mr. Meyers for MOT. She stated the event required approval by City Council and would be heard at their February 17, 2021, meeting, emphasizing Councilmembers approved a one-time street closure in the original event permit. She indicated staff had no recommendations for the street closure as same would be for Councilmembers to decide. She concluded a Certificate of Insurance naming the City as additional insured and as the certificate holder was required.
 - Mr. Cleffi questioned the reason for approval of a one-time street closure.
 - Ms. Hannon clarified the original request from Harbor Social Live Entertainment included one street closure per month, explaining Councilmembers decided to approve one street

closure for one event for that request. She expressed uncertainty as to whether the decision was based on objections received from surrounding businesses on Sullivan Street or members of the community, noting the minutes from the City Council meeting would be published soon.

- Mr. Cole verified the Building Division had no comments regarding this request.
- Ms. Molnar confirmed a tent permit would be required if the request was approved.
- Mr. Davoult verified a one-officer detail would be required from 3:00 p.m. to 11:00 p.m. if the request was approved.
- Mr. Ruth confirmed the Utility Department had no comments regarding this request.
- Ms. Hannon indicated the applicant worked with Mr. Meyers for MOT. She then advised businesses along Sullivan Street and the adjacent alleyway should be notified.
- Ms. Molnar MOVED, Mr. Cole SECONDED to move Event Permit #21-162364 forward to City Council for consideration. MOTION CARRIED UNANIMOUSLY.

NOTE: Item C was heard following Item F.

UNFINISHED BUSINESS

- No Items.

STAFF COMMENTS

- None.

COMMITTEE/BOARD COMMENTS

- None.

CITIZENS' COMMENTS

- None.

ADJOURNMENT

- Meeting Adjourned: 9:25 a.m.

Lisa Hannon, Acting Chair

Leah Pues, Recording Secretary