

**DEVELOPMENT REVIEW COMMITTEE
MEETING
MARCH 26, 2021**

MEMBERS PRESENT: Lisa Hannon, Acting Chair
Randy Cole, Chief Building Official
Steve Adams, Utilities Engineer Manager
Jennifer Molnar, Fire Marshal
Norman Nahra, Police Lieutenant
Linda Sposito, Public Works

OTHERS PRESENT: Terry Nichols, Executive Assistant
Scherrie Carr, Bill Kinney, Than Tyke

CALL TO ORDER/ANNOUNCEMENTS

- Ms. Hannon called the meeting to order at 9:05 a.m.
- A. Roll Call
- B. Next Scheduled Meeting
- 1. April 9, 2021

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- None.

APPROVAL OF MINUTES

- A. March 5, 2021
- Mr. Nahra MOVED, Mr. Cole SECONDED approval of the March 5, 2021, minutes. MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. 21-162580 - East Side Home Town Reunion, June 19, 2021, Mary Street, Showalter Avenue, East Helen Avenue, Ida Avenue
- Ms. Terry Nichols, Executive Assistant, briefly reviewed the request from the agenda material, noting the following: a tent permit from the Fire Department was required; the event organizer must work with Mr. David Meyers, Public Works Supervisor, for the partial street closures; the applicant provided the Certificate of Insurance which named the City as additional insured; the event required City Council approval and would be heard at their April 21, 2021, meeting.
- Mr. Cole noted the Building Division had no comments regarding this request.
- Ms. Molnar reiterated a tent permit was required from the Fire Department.
- Mr. Nahra verified one officer was requested from 12:00 p.m. to 6:00 p.m.
- Ms. Sposito confirmed the Public Works Department had no comments for this request.
- Mr. Adams verified the Utilities Department had no issues with this request.

- Ms. Molnar MOVED, Ms. Sposito SECONDED to move Event Permit 21-162580 forward to City Council for review and approval. MOTION CARRIED UNANIMOUSLY.
- B. 21-162900 - Punta Gorda Spring Craft Show, April 17 & 18, 2021, City Marketplace
- Ms. Nichols stated this event was scheduled from 10:00 a.m. to 5:00 p.m., explaining setup would be on April 16, 2021, from 9:00 a.m. to 5:00 p.m. with cleanup on April 18, 2021, from 5:00 p.m. to 7:00 p.m. She briefly reviewed the associated agenda material, concluding a tent permit was required from the Fire Department.
 - Mr. Cole verified the Building Division had no comments regarding this request.
 - Ms. Molnar advised any tents larger than 10' x 10' would require a tent permit.
 - Mr. Nahra stated one officer would be scheduled for each date of the event, explaining a previous event hosted by the applicant had a much larger attendance than what had been implied.
 - Mr. Bill Kinney, applicant, indicated this event would be smaller than the previous one. He then noted some of the guidelines Paragon Festivals established in response to the COVID-19 pandemic, including the reduction of advertisement to reduce event attendance.
 - Mr. Nahra reiterated one officer would be scheduled each date of the event. He requested Mr. Kinney contact him closer to the event date to determine the attendance size, noting the one-officer detail could be cancelled if needed.
 - Ms. Sposito verified the Public Works Department had no comments for this request.
 - Mr. Adams confirmed the Utilities Department had no issues with this request.
 - Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit 21-162900 contingent the applicant work directly with the Police Department to ensure an officer detail was obtained if needed. MOTION CARRIED UNANIMOUSLY.
- C. OD-01-2021 - Mint Asian Cuisine
- Ms. Hannon stated this request was an amendment to the approved site plan; however, a recent photograph of the subject property showed the tables were not configured according to the proposed site plans. She indicated the tables were obstructing the sidewalk, emphasizing same was not permitted in any manner.
 - Mr. Than Tyke, applicant, inquired as to what his options would be.
 - Ms. Hannon replied a forty-eight inch clearance was required between the building and the tables, advising the tables needed to be uniform so there would be a clear pedestrian pathway.
 - Ms. Molnar clarified forty-eight inch spacing was not required on both sides of the table. She indicated the diagram provided in the application met the spacing requirements for

the tables; however, the photograph showed the forty-eight inch clearance was not maintained and required some adjustments.

- Ms. Hannon suggested tables not be placed between the post and Olympia Avenue as there would be no protection for outdoor diners if there were a traffic accident.
- Mr. Tyke indicated he would send photographs to staff of the adjustments made to ensure placement of the tables was permitted.
- Ms. Molnar recommended the tables remain closer to the red painted concrete on the sidewalk, with the tables and chairs located closer to the building.
- Mr. Tyke agreed.
- Mr. Cole stated the Building Division was satisfied with the recommendations made this date.
- Mr. Nahra verified the Police Department had no comments regarding this request.
- Ms. Sposito confirmed the Public Works Department had no comments for this request.
- Mr. Adams stated the Utilities Department had no issues with this request.
- Ms. Hannon concluded the approved application would be sent to the applicant once the revised site plans were received.
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of OD-01-2021 contingent the applicant provide revised site plans with the tables and chairs outside of the forty-eight inch required minimum width walkway. MOTION CARRIED UNANIMOUSLY.

D. Harborwalk Phase IIB - 90% Plans

- Ms. Hannon distributed the sign off sheet for the Harborwalk Phase IIB - 90% plans (Plans), noting comments on same would be forwarded to the Engineer of Record (EOR).
- Mr. Cole indicated the current amount of parking spaces met the legal requirements; however, he suggested an accessible parking space be provided for disbursement near the proposed boat expansion by the floating docks.
- Ms. Molnar verified the Fire Department had no issues with the Plans; however, she experienced technical difficulties during review of same.
- Mr. Nahra confirmed the Police Department had no issues with the Plans, indicating he had technical difficulties during review as well.
- Ms. Sposito stated the Engineering Division provided comments for the EOR.
- Mr. Adams noted the Utilities Department reviewed a print out of sheet 5 of the Plans, concluding a plan approval letter was issued to Weiler Engineering Corporation and the Utilities Department was approving the project this date.
- Ms. Sposito inquired whether members could review a large print of the Plans since all members indicated they experienced technical difficulties during review.
- Ms. Molnar spoke in favor of doing so.

- Ms. Hannon stated those comments would be provided to the Urban Design staff, concluding a motion was not required at this time and comments on the Plans would move forward to the EOR.

UNFINISHED BUSINESS

- No Items.

STAFF COMMENTS

- None.

COMMITTEE/BOARD COMMENTS

- None.

CITIZENS' COMMENTS

- None.

ADJOURNMENT

- Meeting Adjourned: 9:20 a.m.

Lisa Hannon, Acting Chair

Leah Pues, Recording Secretary