

**CITY OF PUNTA GORDA, FLORIDA
DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES
FEBRUARY 25, 2022, 9:00 A.M.**

MEMBERS PRESENT: Hannon, Chair
Croteau, Building Division; Molnar, Fire Department; Nahra, Police Department; Ruth, Utilities Department; Sposito, Public Works Department

OTHERS PRESENT: David McCarty, Code Compliance Supervisor; Sammy Sorrentino, Executive Assistant; Edward Wotitzky; Geri Waksler

CALL TO ORDER

Ms. Hannon called the meeting to order at 9:00 a.m.

PUBLIC COMMENTS

None.

1) APPROVAL OF MINUTES

1.a February 11,2022 Meeting Minutes

Exhibits:

Cover Page

02-11-2022 Minutes

Ms. Molnar **MOVED** to approve the February 11, 2022, minutes, **SECONDED** by Ms. Sposito.

MOTION UNANIMOUSLY CARRIED.

2) PERMIT REVIEW

2.a [Event Permit: 22-168785 - The Hibiscus festival, Gilchrist Park, April 30 - May 2, 2022](#)

Exhibits:

Cover Page

The Hibiscus Festival Application

Ms. Hannon stated the applicant was not present this date, noting members could move forward with review of the request if desired.

Ms. Molnar spoke in favor of reviewing the request.

Ms. Hannon then briefly reviewed the request, noting the following was required: Certificate of Insurance naming the City as additional insured and as the Certificate holder; tent permits; alcoholic beverage license; standby detail from the Police Department.

Ms. Sposito stated the Public Works Department had no comments regarding the event.

Ms. Molnar verified the Fire Department would work with the applicant to secure tent permits.

Mr. Nahra indicated clarification was needed from the applicant regarding the hours alcohol would be served, adding an officer detail would not be required during the time alcohol was not being served.

Mr. Ruth confirmed the Utilities Department had no comments.

Ms. Hannon concluded City Council prohibited the closure of the Harborwalk and same needed to remain open at all times.

Ms. Molnar **MOVED** to approve Event Permit 22-168785 contingent the applicant address staff's comments and work with the Police Department to secure the police officer detail, **SECONDED** by Ms. Sposito.

MOTION UNANIMOUSLY CARRIED.

3) APPLICATION REVIEW

- 3.a SV-03-2021- A Resolution of the City Council of the City of Punta Gorda, Florida, vacating all of that certain 10 foot wide alley lying in Block 120, Davis Addition to Punta Gorda, a Subdivision according to the plat thereof as recorded in Plat Book 1, Page 20, of the Public Records of Charlotte County, Florida; and being further bounded and described in Exhibit "A" attached hereto and incorporated herein; and providing an effective date.

Exhibits:

Cover Page

SV-03-2021 - Application

Resolution to Vacate

Sketch and Description Alley

Ms. Hannon reviewed the street vacation request from the agenda material, noting same was for a 10-foot wide alleyway between Taylor Street and Elizabeth Street. She stated the applicant owned more than 60% of the properties within the subject location, adding an easement agreement was being implemented for the two properties (Lots 13 and 14) not owned by the applicant. She indicated the applicant had made improvements and was maintaining the alleyway, concluding the Urban Design Division recommended approval of the request.

Ms. Sposito read the following comments on behalf of the City Engineer: (1) an agreement must be established for sanitation services to utilize and access the roadway/driveway and the City and contractors must not be held responsible for damages to or maintenance of the roadway/driveway; (2) the roadway/driveway shall remain open from Taylor Street to Elizabeth Street for sanitation services; (3) if items 1 and 2 were not observed, sanitation services would be from McKenzie Street, Taylor Street, Elizabeth Street and Ann Street; (4) the current one-way, westerly traffic pattern shall be maintained unless the City approved otherwise; (5) the current and future property owners shall be responsible for any permitting of existing and future improvements within the vacated alleyway.

Ms. Croteau confirmed the Building Division had no comments.

Ms. Molnar stated the Fire Department was working with the applicant to secure access for emergency services.

Mr. Nahra verified the Police Department had no issues with the request.

Mr. Ruth indicated the Utilities Department had no comments.

Mr. Edward Wotitzky, authorized agent, anticipated the property owners of Lots 13 and 14 would execute the easement agreement as well.

Ms. Molnar **MOVED** to move SV-03-2021 forward to the Planning Commission and to City Council for review, **SECONDED** by Ms. Sposito.
MOTION UNANIMOUSLY CARRIED.

- 3.b SRC-03-2021 A Resolution of the City Council of the City of Punta Gorda, Florida, approving the final plat to subdivide a parcel of land containing 15,860 +/- square feet, (0.364+/- acres) into three (3) single-family residential lots, in order to create a subdivision to be called "805 West Marion Subdivision" for the property at 805 West Marion Avenue, replat of F. Quednau's Subdivision of Block 26, City of Punta Gorda, Florida, in Plat Book 4, Page 56, as recorded in the Public Records of Charlotte County, Florida; and being more particularly described on Exhibit "A" attached to this Resolution; authorizing the Mayor and City Clerk to execute the plat; authorizing the City Clerk to forward this Resolution and the original Final Plat to the Clerk of the Circuit Court for recording at the applicant's expense; and providing an effective date.

Exhibits:

Cover Page

SRC-03-2021 Application

SRC-03-2021 Plat

Easement Dedication

Ms. Hannon reviewed the request from the agenda material, noting the utility easement and dedication were added to the plat and same was currently in review by a third party.

Ms. Sposito stated the Public Works Department had no comments.

Ms. Croteau verified the Building Division had no comments.

Ms. Molnar confirmed the Fire Department had no issues with the request.

Mr. Nahra indicated the Police Department had no issues.

Mr. Ruth clarified the City would be responsible for the utilities in the right-of-way, but not within the utility easement.

Ms. Geri Waksler, authorized agent, stated there were uncertainties regarding the requirements for the drainage easements, including to whom same should be dedicated.

Ms. Hannon indicated she would clarify same with the Legal Division and the City Engineer.

Ms. Molnar **MOVED** to move SRC-03-2021 forward to the Planning Commission and to City Council for review, **SECONDED** by Ms. Sposito.

MOTION UNANIMOUSLY CARRIED.

STAFF COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 9:12 a.m.

Chair

Recording Secretary