

**DEVELOPMENT REVIEW COMMITTEE
MEETING
May 11, 2018**

MEMBERS PRESENT: David Hilston, Chairman
Randy Cole, Chief Building Official
Lisa Hannon, Zoning Official
Tom Jackson, Utilities Director
Jennifer Molnar, Fire Marshal
Linda Sposito, Senior Project Manager
Norman Nahra, Police Lieutenant

OTHERS PRESENT: Jennifer Daumann, Executive Assistant
Ellison Haddock, Kyle Morel, Geri Waksler,
Sonia Owens

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. May 25, 2018

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

- A. April 27, 2018
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of the April 27, 2018 minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. Event Permit: 18-147520; Charlotte County First Friday Fun Festival; Laishley Park; Multiple Dates
- Mr. Hilston announced this item would be heard at the end of New Business.
- Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan, as delineated in the agenda material, suggesting selection of the approved Laishley Park location map for signage. She requested a copy of the Certificate of Insurance naming the City as additional insured as well as documentation of the applicant's 501(c)3 status, if applicable. She reminded the applicant the Facilities and Maintenance Division required two weeks' notice to provide for electrical and water needs and the site must be fenced or staked a minimum of twenty-four hours prior to the event, offering a map to assist with same.
- Ms. Molnar stated a tent permit would be required if more than a single ten foot by ten foot canopy was used.
- Mr. Hilston questioned if a dry run had been completed at Laishley Park.

- Reverend Ellison Haddock replied in the negative, stating his intention to hold the event quarterly.
- Ms. Molnar MOVED, Mr. Cole SECONDED approval of Event Permit #18-147520 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. DRC-04-18 – 911 Tamiami Trail – Proposed Bank & Drive-Thru (Chase Bank)
 - Ms. Hannon provided an in depth review of comments and requirements from the staff report, as delineated in the agenda material, requesting documentation regarding the spandrel glass windows, landscaping and location map.
 - Ms. Sposito inquired as to permitting through the Florida Department of Transportation (FDOT) and the Southwest Florida Water Management District (SWFWMD).
 - Mr. Kyle Morel, Bohler Engineering, stated applications had been submitted for FDOT and SWFWMD permits, estimating FDOT’s review would be received in two weeks.
 - Ms. Sposito requested a copy of FDOT’s responses. She then questioned if the applicant possessed an easement between the Sacred Heart Church’s pond and the Trabue Block 81 plat.
 - Mr. Morel replied in the negative.
 - Ms. Hannon clarified same was a City right-of-way, noting the City had agreed it could be used as ingress/egress.
 - Ms. Sposito requested a detail of the retaining wall and slopes no greater than a four-to-one ratio.
 - Mr. Jackson announced he had signed the approval sheet.
 - Mr. Cole, Ms. Molnar and Mr. Nahra confirmed they were ready to sign the approval sheet.
 - Ms. Hannon advised the applicant had three months to obtain all the required signatures, recommending they work with each department directly to avoid a continuance.
- C. Z-02-18 – An Ordinance of the City Council of the City of Punta Gorda, Florida, rezoning .90 acres, Units 1 through 12, of Isles Colony Condominium Apts No. II, a condominium, according to the declaration of condominium recorded in O.R. book 182, Page 418, and all exhibits and amendments thereof, Public Records Of Charlotte County, Florida; from General Multi-Family 15 Units Per Acre (GM-15) to Neighborhood Center (NC); providing for conflict and severability; and providing an effective date.
 - Ms. Hannon explained rezoning the subject property to NC would provide for construction of mixed-use commercial office and retail space at the corner of Jamaica Way and single-family homes to the rear of the property. She concluded the Urban Design Division recommended approval.

- Ms. Hannon MOVED, Mr. Jackson SECONDED to recommend approval of this request to City Council. MOTION CARRIED UNANIMOUSLY.
- D. PD-01-18 - An Ordinance of the City of Punta Gorda, Florida, rezoning properties generally described as 900 W Marion Avenue, Punta Gorda, Florida, and more particularly described as all of Block 13, City of Punta Gorda, according to the map or plat thereof as recorded in Plat Book 1, Page 1 and 23, Public Records of Charlotte County, Florida, from its current zoning classification of Neighborhood Residential (NR-15) 15 Units Per Acre to Planned Development Neighborhood (PDN); providing for conflict and severability; and providing an effective date.
- Ms. Hannon announced this rezoning request would allow mixed-use residential and commercial development at the previous Improved Management Productivity And Control University site, noting its vacancy in recent years. She concluded the Urban Design Division recommended approval.
- Mr. Hilston stated the final site plan would be submitted for review at a later date.
- Ms. Geri Waksler pointed out the only proposed construction was an internal driveway connection.
- Ms. Hannon MOVED, Mr. Jackson SECONDED to recommend approval of this request to City Council. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

- Event Permit: 18-147023; Caribbean Jerk and Cultural Festival; September 29, 2018; Laishley Park. Continued from April 27, 2018
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting an example of the proposed off-premises signage as well as copies of the alcoholic beverage license and Certificate of Insurance naming the City as additional insured. She noted the applicant selected Map Number One for location of signage, as delineated in the City's Event Manual, questioning if closure of the Harborwalk was requested.
- Ms. Sonia Owens replied in the negative.
- Ms. Daumann confirmed the applicant would clean the event site on September 30, 2018. She reminded the applicant the Facilities and Maintenance Division required two weeks' notice to provide for electrical and water needs and the Laishley Park event site must be fenced or staked a minimum of twenty-four hours prior to the event, offering a map to assist with same. She announced the correct anticipated attendance at peak hours was 1,800.
- Ms. Molnar confirmed tent permits were required.

- Mr. Nahra stated a two officer police detail was required, announcing payment for same was due in advance.
- Ms. Daumann noted a new form regarding payment was required.
- Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-147023 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

- Meeting Adjourned: 9:16 a.m.

David Hilston, Chairman

Sara Welch, Recording Secretary