

**DEVELOPMENT REVIEW COMMITTEE
MEETING
May 25, 2018**

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

MEMBERS ABSENT: Jennifer Molnar, Fire Marshal

OTHERS PRESENT: Jennifer Daumann, Executive Assistant
Linda Schultz, Tara Sullivan

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. June 8, 2018

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

- A. May 11, 2018
- Ms. Hannon MOVED, Ms. Sposito SECONDED approval of the May 11, 2018, minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. OD-03-18 – Brooklyn Joe’s Pizza; 1133 Bal Harbor Unit #1115 – Outdoor Dining Request
 - Ms. Hannon announced Ms. Molnar did not have any concerns, but requested maintenance of unobstructed forty-eight inch walkways between tables and pillars.
 - Ms. Linda Schultz, co-owner, stated the walkway measurements were in compliance.
 - Mr. Cole inquired as to the dining tables’ height.
 - Ms. Schultz responded they were approximately hip height.
 - Mr. Cole noted at least one low table was required for compliance with the Americans with Disabilities Act.
 - Ms. Hannon MOVED, Ms. Sposito SECONDED approval of OD-03-18 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. Event Permit: 18-147525; Out of the Darkness Suicide Prevention 5K Walk
 - Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a copy of the Certificate of Insurance naming the City as additional insured. 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.

- Ms. Hannon offered to email Ms. Tara Sullivan a map to assist with installation of fencing for the event.
- Mr. Nahra inquired as to anticipated attendance.
- Ms. Sullivan responded a maximum of 200 attendees.
- Ms. Hannon MOVED, Ms. Sposito SECONDED approval of Event Permit #18-147525 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- C. Event Permit: 18-147766; Fourth-Fest in Laishley Park; July 2-6, 2018; Exclusive Use Laishley Park & Pavilions
 - Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, announcing firework and tent permits were required as well as a Fire Department standby detail. She requested a copy of the alcoholic beverage license and Certificate of Insurance naming the City as additional insured, reminding 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.
 - Mr. Nahra announced in-kind services were being provided for this event.
 - Ms. Hannon MOVED, Ms. Sposito SECONDED approval of Event Permit #18-147766 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. Event Permit: 18-147714; Charlotte County Pride Fest 2019 & Parade; Laishley Park
 - Ms. Daumann questioned if the Committee wished to continue this item as the applicant was not present.
 - Consensus was to continue this item to the June 8, 2018,.

ADJOURNMENT

- Meeting Adjourned: 9:06 a.m.

David Hilston, Chairman

Sara Welch, Recording Secretary