

**DEVELOPMENT REVIEW COMMITTEE  
MEETING  
FEBRUARY 9, 2018**

**MEMBERS PRESENT:** Mitchell Austin, Acting 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 Captain

**OTHERS PRESENT:** Jennifer Daumann, Executive Assistant  
Robert Berntsson

**CALL TO ORDER/ANNOUNCEMENTS**

- A. Roll Call
- B. Next Scheduled Meeting
- 1. February 23, 2018

**CITIZENS COMMENTS ON AGENDA ITEMS ONLY**

- There were none.

**APPROVAL OF MINUTES**

- A. January 26, 2018
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of the January 26, 2018 minutes.  
MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Event Permit: 18-146180; Punta Gorda Pub Crawl; February 24, 2018; Leroy's Southern Kitchen
- Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a copy of the Certificate of Insurance which named the City as additional insured. She noted she received a letter of authorization from the property owner. She then explained this event required an extension of premises permit for alcoholic beverages sold on Sullivan Street, and same required Police detail. She stated the event organizer would need to work with the Public Works Department for the street closure request.
- Ms. Molnar confirmed there would be no tents on Sullivan Street, advising fire department equipment needed to remain unobstructed.
- Mr. Nahra stated a one officer detail was required from 1:30 p.m. to 7:30 p.m.
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #18-146180 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

- B. Event Permit; 18-146201; Food Truck Rally; March 24, 2018; Destination Powersports
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a plan which showed the proposed off-site parking along with a digital example of the proposed off-premises signage and list of locations for same. She noted the event required a tent permit application to be submitted through Fire Prevention.
  - Ms. Molnar noted as only one tent would be used, no tent permit was required at this time. She inquired as to the expected attendance.
  - Mr. Jeremy Defelice estimated 100 to 200 attendees were expected.
  - Mr. Nahra stated the requested one officer police detail was scheduled.
  - Ms. Hannon clarified the off-site parking would be at the shopping center across the street.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #18-146201 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- C. Event Permit; 18-146238; Punta Gorda Boat Show; February 5-16, 2018; City Marketplace
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a copy of the alcoholic beverage license. She advised the correct event dates were March 8-11, 2018.
  - Ms. Molnar clarified single day attendance was expected to be 800 people. She advised a tent permit was required.
  - Mr. Nahra confirmed a one officer detail was required.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #18-146238 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. Event Permit; 18-146241; Vendor & Craft Fair at Laishley Park; May 6, 2018
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a digital example of the proposed off-premises signage.
  - Ms. Molnar specified a tent permit was required.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #18-146241 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- E. SE-01-18 - A Special Exception request by Robert Berntsson, Agent for Eastern Oil Company, Inc., property owner, pursuant to Chapter 26, Section 16.8, Punta Gorda Code, to allow for a drive-through facility as is permitted by Special Exception per Chapter 26, Article 3, Section 3.9(f)(4), Punta Gorda Code; and subject to the conditions of Chapter 26, Article 4, Section 4.17, "Drive-Through Window Facilities", Punta Gorda Code, for the property addressed as 911 Tamiami Trail, Punta Gorda,

Florida, located in the City Center (CC) zoning district.

- Ms. Hannon provided an overview of the plans to develop the property as a bank and detached drive-through, noting the various requirements for same. She stated development plans were not yet submitted, adding this review was related to the use of the Special Exception.
  - Ms. Hannon MOVED, Ms. Molnar SECONDED to close the public hearing. MOTION CARRIED UNANIMOUSLY.
  - Mr. Robert Berntsson requested approval of the Special Exception for the drive-through facilities.
  - Ms. Hannon MOVED, Ms. Molnar SECONDED approval of SE-01-18. MOTION CARRIED UNANIMOUSLY.
- F. Alligator Creek Bridge – Plans Review
- Mr. Austin reviewed the status of the Alligator Creek Bridge plans, inquiring as to questions or comments regarding same.
  - Mr. Cole stated he reserved comment for the building permit.

**ADJOURNMENT**

- Meeting Adjourned: 9:13 a.m.

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Mitchell Austin, Acting Chairman

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Sara Welch, Recording Secretary