

**DEVELOPMENT REVIEW COMMITTEE  
MEETING  
FEBRUARY 23, 2018**

**MEMBERS PRESENT:** Lisa Hannon, Acting Chairman  
Randy Cole, Chief Building Official  
Tom Jackson, Utilities Director  
Jennifer Molnar, Fire Marshal  
Norman Nahra, Police Lieutenant

**MEMBERS ABSENT:** David Hilston, Linda Sposito

**OTHERS PRESENT:** Jennifer Daumann, Executive Assistant  
Nick Nemec, Kelly Pomerville, Lowell Colvin

**CALL TO ORDER/ANNOUNCEMENTS**

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

**CITIZENS COMMENTS ON AGENDA ITEMS ONLY**

- There were none.

**APPROVAL OF MINUTES**

- A. February 9, 2018
- Ms. Molnar MOVED, Mr. Jackson SECONDED approval of the February 9, 2018 minutes.  
MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Event Permit #18-146417 - Funk Fest Punta Gorda  
March 2 & 3, 2018 - City Marketplace
- Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan, as delineated in the agenda material, noting the restroom facilities must be relocated. She requested a letter of authorization from the property owner and a copy of the alcoholic beverage license when available.
- Mr. Nahra stated a two officer detail was required on the first day of the event, with one officer scheduled from 4:00 p.m. to 11:30 p.m. and the second officer scheduled to arrive at 6:00 p.m. He added two officers were required for the second days well, with one scheduled from 11:00 a.m. to 11:30 p.m. and the second officer to work from 5:00 p.m. until conclusion of the event. He explained two Charlotte County Sheriff's Office (CCSO) Deputies would be needed if City Police Officers were not available due to the short advance notice, pointing out CCSO Deputies were compensated at \$6 more per hour.

- Ms. Molnar confirmed a Fire Department standby detail and a tent permit were required.
  - Mr. Nick Nemec, event organizer, confirmed the restroom facilities could remain at the proposed location if they were hidden behind banners, adding signage was being printed for such purpose.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-146417 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. Event Permit #18-146440 - Healthy Minds, Healthy Community Mental Health Awareness Walk  
May 19, 2018 - Laishley Park
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, noting all required paperwork had been submitted.
  - Ms. Kelly Pomerville, event organizer, expressed excitement for the event.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-146440. MOTION CARRIED UNANIMOUSLY.
- C. Event Permit - 18-145752 - Memorial Day Veteran's 10K & 5K Run  
May 28, 2018 - Laishley Park
- 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 further requested a digital example of the proposed off-premise signage when available. She advised the event organizer to work with the Public Works Department on a Maintenance of Traffic plan.
  - Mr. Nahra clarified two Police Officers and approximately four volunteers would be required.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-145752 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. DD-01-18 - Shorty's Place
- Ms. Hannon explained outdoor dining was already permitted at the subject location, adding the applicant was seeking approval of DD-01-18 in order to satisfy Health Department requirements.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of DD-01-18. MOTION CARRIED UNANIMOUSLY.
- E. DRC-01-16 - 1410 Park Beach Circle - DRC Extension Request
- Ms. Hannon stated the applicant was seeking an extension of their existing, approved permit due to market conditions.
  - Mr. Cole announced new Building Codes had been adopted in 2018. He explained as

the building no longer met elevation requirements, any future plans must adhere to the updated Codes.

- Mr. Lowell Colvin, applicant, voiced agreement with same.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of extension of DRC-01-16. MOTION CARRIED UNANIMOUSLY.
- F. DRC-03-18 - Gilchrist Park Restrooms
- Ms. Hannon provided an overview of the proposed site plans, entering the staff report into the record by reference.
  - Mr. Cole explained two sets of revised drawings were required to reflect the changes requested by the Building Division.
  - Mr. Jackson spoke regarding a request from the Utilities Department regarding the sanitary line.

**ADJOURNMENT**

- Meeting Adjourned: 9:11 a.m.

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Lisa Hannon, Acting Chairman

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Sara Welch, Recording Secretary