

**DEVELOPMENT REVIEW COMMITTEE  
MEETING  
FEBRUARY 8, 2019**

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

**OTHERS PRESENT:** Stacy Calvino, Daniel Kain

**CALL TO ORDER/ANNOUNCEMENTS**

- A. Roll Call
- B. Next Scheduled Meeting
- 1. February 22, 2019

**CITIZENS COMMENTS ON AGENDA ITEMS ONLY**

- There were none.

**APPROVAL OF MINUTES**

- A. January 25, 2019
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of the January 25, 2019 minutes. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Event Permit: 19-151292; iHeart Media Peace River Seafood Festival; March 8-10, 2019; Laishley Park.
- Ms. Hannon requested the following: (1) a Certificate of Insurance naming the City as additional insured; (2) copy of the alcoholic beverage license; (3) an Off-duty Police contract; (4) a Fire contract; (5) a Facilities Maintenance contract; (6) a Public Works contract; (7) a digital example of proposed off-premises signage; (8) a written request for closure of the Harborwalk. She noted the request for closure of the Harborwalk would be presented for City Council's consideration on February 20, 2019.
- Ms. Molnar advised a Fire Department standby was required each day of the event and a tent permit was required.
- Mr. Kleiver stated a one-officer detail was scheduled for March 9, 2019, from 10:00 a.m. to 6:00 p.m. and on March 10, 2019, from 11:00 a.m. to 5:00 p.m.
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19-151292 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

- B. Event Permit 19–151378; Peace River National Art Festival, Laishley Park, March 16–17, 2019, Setup March 15.
- Ms. Hannon requested a copy of the alcoholic beverage license.
  - Ms. Stacy Calvino, representative, replied same had just been submitted.
  - Ms. Molnar advised a tent permit was required, confirming the anticipated attendance of 2,000 spanned two days.
  - Mr. Kleiver stated a one–officer detail was required on March 16, 2019, from 9:00 a.m. to 4:00 p.m. and on March 17, 2019, from 9:00 a.m. to 4:00 p.m.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19–151378 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- C. Event Permit 19–151395; TEAM Punta Gorda Pedal & Play in Paradise; Laishley Park; March 22–23, 2019.
- Ms. Hannon requested the following: (1) a Certificate of Insurance naming the City as Additional insured; (2) copy of the alcoholic beverage license; (3) an Off–duty Police contract; (4) a Fire contract; (5) a Facilities Maintenance contract.
  - Mr. Daniel Kain, representative, replied the Certificate of Insurance had been obtained.
  - Ms. Molnar advised a tent permit was required, noting two bike medics would be provided as an in–kind service on March 22, 2019, and March 23, 2019.
  - Mr. Kleiver stated two bike officers would be provided as an in–kind service for the guided ride on March 22, 2019, and four volunteers would be provided as an in–kind service on March 23, 2019. He explained a one–officer detail was also required at \$39 per hour.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19–151395 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. Event Permit: 19–151396; Harbor Walk for Hunger; March 23, 2019; Starts & Finishes at Fishermen's Village.
- Ms. Hannon requested the following: (1) a Certificate of Insurance naming the City as additional insured; (2) a digital example of proposed off–premises signage and list of locations for same; (3) a Special Event Safety Checklist.
  - Ms. Molnar advised more than a single canopy would require a permit.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19–151396 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- E. Event Permit: 19–151398; Mental Health Awareness Walk; May 18, 2019; Laishley Park.
- Ms. Hannon stated all paperwork was in order.
  - Ms. Molnar advised more than a single canopy would require a permit.

- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19-151398 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

#### **UNFINISHED BUSINESS**

- A. Event Permit: 19-151196; St. Patrick's Day; March 17-18, 2019; Celtic Ray Public House
  - Ms. Hannon requested the following: (1) Certificate of Insurance naming the City as additional insured; (2) copy of the alcoholic beverage license's extension of premises; (3) applicant coordinate with Mr. Dave Meyers, Traffic Control Technician, for maintenance of traffic; (4) payment of the \$50 application fee.
  - Ms. Molnar advised a tent permit was required, confirming peak anticipated attendance was between 300 and 500. She then requested the temporary fencing be installed behind the hydrant at the corner of East Marion Avenue and Nesbit Street.
  - Mr. Kleiver stated a one-officer detail was required on March 17, 2019, from 10:00 a.m. to 2:00 a.m., explaining same would be divided into multiple shifts.
  - Mr. Cole stated the Celtic Ray's final inspections must be passed prior to the event, requesting a copy of the Health Department's approval.
  - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #19-151196 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

#### **STAFF COMMENTS**

- A. Election of Chair & Vice Chair
  - Mr. Hilston stated elections were not required for Chair or Vice Chair.

#### **ADJOURNMENT**

- Meeting Adjourned: 9:12 a.m.

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David Hilston, Chairman

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Sara Welch, Recording Secretary