

**DEVELOPMENT REVIEW COMMITTEE  
MEETING  
AUGUST 10, 2018**

**MEMBERS PRESENT:** Mitchell Austin, Acting Chairman  
Randy Cole, Chief Building Official  
Mark Gering, City Engineer  
Lisa Hannon, Zoning Official  
Tom Jackson, Utilities Director  
Jennifer Molnar, Fire Marshal  
Norman Nahra, Police Lieutenant

**OTHERS PRESENT:** Jennifer Daumann, Executive Assistant  
Tamsin Hayes, Geri Waksler, Nick Nemec  
Maria Lara, Barry Schroyer, Gloria Riley,  
Canon Sandor

**CALL TO ORDER/ANNOUNCEMENTS**

- A. Roll Call
- B. Next Scheduled Meeting
- 1. August 24, 2018

**CITIZENS COMMENTS ON AGENDA ITEMS ONLY**

- There were none.

**APPROVAL OF MINUTES**

- A. July 27, 2018
- Ms. Molnar MOVED, Mr. Jackson SECONDED approval of the July 27, 2018 minutes.  
MOTION CARRIED UNANIMOUSLY.

**QUASI-JUDICIAL PUBLIC HEARINGS**

- Mr. Austin noted Items A and B were presented for technical review by staff this date.
- A. V-02-18 – 1609 Montia Court
- Ms. Hannon announced the applicant was seeking to construct a new screened enclosure on an existing non-conforming pool deck, which would encroach on the required setback. She concluded staff recommended denial as the request did not meet the literal criteria of hardship as required by Punta Gorda Code.
- Ms. Tamsin Hayes, representative, announced the enclosure would not intrude any further into the setback than the pool, suggesting her clients faced hardship in that same could not be relocated to be in compliance; therefore, the cage must be within the setback. She asserted a screen enclosure was medically necessary as Mr. Campbell had an allergy to hornets as well as diabetes, which made him more susceptible to mosquito-borne illnesses.
- Ms. Hannon confirmed the applicant's attorney had received the staff report.

- Ms. Hannon MOVED, Mr. Jackson SECONDED to recommend denial of V-02-18. MOTION CARRIED UNANIMOUSLY.
- B. PD-02-18 – 24420 Airport Road
  - Ms. Hannon announced the applicant was seeking to amend the westerly half of Lot 15 in the conceptual site plan for 24420 Airport Road, which was previously adopted as Ordinance #1801-14. She stated concerns regarding the building’s size and ingress/egress had been addressed in the draft ordinance, concluding staff recommended approval.
  - Mr. Jackson noted only forcemain sewer access was available in the area; therefore, the applicant must work with the Utilities Department regarding same.
  - Ms. Geri Waksler, applicant’s attorney, stated she would inform Mr. Todd Rebol, project engineer, of same.
  - Ms. Hannon MOVED, Mr. Jackson SECONDED to recommend approval of PD-02-18. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Event Permit: 18-148540; Blackwater Country Jam; September 21-23, 2018; Laishley Park
  - Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting copies of the Certificate of Insurance naming the City as additional insured and the alcoholic beverage license as well as completed contracts with the Facilities Maintenance Division as well as the Fire and Police Departments. She advised the site must be fenced or staked a minimum of 24 hours prior to the event, and the Facilities Maintenance Division required two weeks’ notice to provide for electrical and water needs. She noted the request for closure of the Harborwalk must be submitted in writing.
  - Mr. Nahra questioned the anticipated attendance.
  - Mr. Nick Nemecek, representative, voiced uncertainty regarding same.
  - Mr. Nahra stated current numbers required a two officer police detail, explaining more officers would be needed if anticipated attendance increased significantly.
  - Ms. Molnar noted a tent permit was required, requesting the applicant keep the Fire Department informed of anticipated attendance to determine if a Fire Department standby would be needed.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148540 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. Event Permit; 18-148546; Big Orange Music Festival; November 2-4, 2018; Laishley Park

- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting copies of the Certificate of Insurance naming the City as additional insured and the alcoholic beverage license as well as completed contracts with the Facilities Maintenance Division as well as the Fire and Police Departments. She advised the site must be fenced or staked a minimum of 24 hours prior to the event, and the Facilities Maintenance Division required two weeks' notice to provide for electrical and water needs. She noted the request for closure of the Harborwalk must be submitted in writing.
  - Ms. Molnar stated a tent permit would be required.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148546 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- C. Event Permit: 18-148671; Zirkus Circus and the Flippin Spectacular; City Marketplace
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, advising circuses required City Council approval. She requested a letter of authorization from the property owner and a copy of the alcoholic beverage license. She noted circuses had specific insurance and deposit requirements, inquiring as to the use of carnival rides.
  - Mr. Nemecek, representative, explained slow-moving rides for children, midway games and a train were planned.
  - Ms. Hannon advised same constituted carnival rides and required City Council approval, explaining the circus would be included on the August 22, 2018 Council agenda. She noted City Council had the right to waive bond requirements, requesting a representative's presence at the meeting.
  - Ms. Daumann inquired as to the "circus rig" on the site plan.
  - Mr. Nemecek responded same was a spherical enclosure and a piece of equipment for aerial acts, explaining the area around each would be cordoned for safety.
  - Ms. Molnar requested clarification of anticipated attendance once same was determined, inquiring if the rigs would be under canvas.
  - Mr. Nemecek replied in the negative, then stating he would not have a firm attendance estimate prior to the event.
  - Ms. Molnar noted a tent permit was required, confirming there would be no fire acts.
  - Mr. Nahra stated a one officer police detail was required, explaining a second officer could be brought in if needed.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148671 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- D. Event Permit: 18-148674; Caribbean Music Festival; Laishley Park

- Ms. Daumann announced this event had been cancelled.

- E. Event Permit: 18-148810; 3rd Annual Latin Festival of Punta Gorda; September 15, 2018; Laishley Park
- 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 in addition to copies of the Certificate of Insurance naming the City as additional insured, the alcoholic beverage license and documentation of the applicant's 501(c)3 status. She advised the site must be fenced or staked a minimum of 24 hours prior to the event.
  - Ms. Maria Lara, representative, replied the Punta Gorda Chamber of Commerce would hold the alcoholic beverage license, clarifying the State approved the tax exemption, but she had not yet received a hardcopy of same.
  - Mr. Nahra announced a two officer police detail was required.
  - Ms. Molnar stated a tent permit would be required if more than a single ten foot by ten foot tent was used.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148810 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- F. Event Permit: 18-148835; Black Widow Harley Davidson Bike Night; August 29, 2018; Peace River Beer Company
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a location map for and digital example of the proposed off-premises signage. She explained the event would be held at the Peace River Beer Company on Steadley Avenue.
  - Mr. Nahra questioned if the event would be held inside or outside.
  - Mr. Barry Schroyer, representative, replied both, noting two ten foot by ten foot tents would be used.
  - Mr. Nahra inquired as to the intended location of the motorcycles.
  - Mr. Schroyer responded the entire area fronting Steadley Avenue and along the side of Boca Grande, noting parking was also available near the food trucks and tents.
  - Mr. Nahra questioned the anticipated attendance.
  - Mr. Schroyer replied 50 to 75 people.
  - Mr. Nahra confirmed the event would be confined to the Peace River Beer Company property, stating current attendance did not require the presence of an officer.
  - Ms. Molnar stated a tent permit would be required, requesting updates regarding anticipated attendance.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148835 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS**

- A. Event Permit: 18-148752; 2018 Amateur Athletic Union Outdoor Pickleball Championship; Charlotte High School Pickleball & Tennis Courts
- Ms. Daumann displayed an overhead of the proposed site plan, as delineated in the agenda material, requesting a digital copy of the proposed off-premises signage and a letter of authorization from the property owner.
  - Ms. Gloria Riley, representative, requested a police officer's presence.
  - Mr. Nahra offered to work with Ms. Riley regarding same.
  - Ms. Molnar questioned the anticipated attendance.
  - Ms. Riley replied 300 to 500 people throughout the course of the event.
  - Ms. Molnar stated a tent permit was required, confirming neither an Emergency Medical Services nor Fire Department standby was requested for the event.
  - Ms. Molnar MOVED, Mr. Jackson SECONDED approval of Event Permit #18-148752 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.
- B. DRC-04-16 - 1228 Tamiami Trail - Waffle House
- Ms. Hannon announced the project's engineers and developers had contacted the City, clarifying the plans were being reviewed as a courtesy. She noted the building would be flood-proofed so the site plan could remain unchanged.
  - Mr. Cole stated a new permit application and documentation of the building's flood proofing were required.
  - Mr. Canon Sandor, engineer, questioned the requirement for a new permit.
  - Ms. Hannon explained the previously approved DRC and permit had expired.
  - Mr. Jackson MOVED, Ms. Hannon SECONDED to reinstate DRC-04-16 contingent upon all current and previous comments. MOTION CARRIED UNANIMOUSLY.

**ADJOURNMENT**

- Meeting Adjourned: 9:33 a.m.

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Mitchell Austin, Acting Chairman

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Sara Welch, Recording Secretary