

**DEVELOPMENT REVIEW COMMITTEE
MEETING
AUGUST 24, 2018**

MEMBERS PRESENT: David Hilston, Chairman
Randy Cole, Chief Building Official
Lisa Hannon, Zoning Official
Jennifer Molnar, Fire Marshal
Norman Nahra, Police Lieutenant
Linda Sposito, Senior Project Manager

MEMBERS ABSENT: Tom Jackson, Utilities Director

OTHERS PRESENT: Jennifer Daumann, Executive Assistant
Lloyd Smith, Walter LaCombe

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. September 14, 2018

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

- A. August 10, 2018
- Ms. Molnar MOVED, Ms. Hannon SECONDED approval of the August 10, 2018 minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. Event Permit: 18-149063; Fall Festival; October 13, 2018; First Church of the Nazarene Punta Gorda; 512 Allen Street
- Ms. Jennifer Daumann, Executive Assistant, displayed an overhead of the proposed site plan, as delineated in the agenda material, explaining any more than a single ten foot by ten foot tent would require a tent permit.
- Ms. Molnar confirmed this event did not require a tent permit or a Fire Department standby at this time.
- Mr. Lloyd Smith, representative, noted the event would be limited to the church's property. He opined attendance would be low as this was the first time the event would be held.
- Ms. Molnar MOVED, Ms. Sposito SECONDED approval of Event Permit #18-149063 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

- B. Event Permit: 18-149109; Annual Veteran's Appreciation Parade; November 3, 2018; from Charlotte High School down Taylor Street
- Ms. Daumann displayed an overhead of the proposed parade route, as delineated in the agenda material, requesting a copy of the Certificate of Insurance naming the City as additional insured and a letter of authorization from the property owner. She explained the event required a permit from the Florida Department of Transportation, noting vendors were not allowed along the parade route.
 - Mr. Nahra reviewed the parade route, confirming same would disband on West Retta Esplanade and Sullivan Street between West Retta Esplanade and West Marion Avenue. He requested Mr. Walter LaCombe, applicant, inform the business owners on Sullivan Street up to West Marion Avenue the area would be closed to parking.
 - Mr. LaCombe replied the Punta Gorda Waterfront Hotel and Suites was aware buses would be parked in the rear of their property. He noted he had communicated with the Charlotte Harbor Event and Conference Center regarding disbanding the parade.
 - Ms. Molnar MOVED, Ms. Hannon SECONDED approval of Event Permit #18-149109 contingent upon comments made this date. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

- Meeting Adjourned: 9:06 a.m.

David Hilston, Chairman

Sara Welch, Recording Secretary