DEVELOPMENT REVIEW COMMITTEE AGENDA
LAISHLEY COMMUNITY ROOM, 120 LAISHLEY COURT, PUNTA GORDA, FLORIDA 33950 **AMENDED**
OCTOBER 24, 2025, 9:00 AM

Robert Ruth, Utilities Department
Norman Nahra, Police Department
Rachel Barry, Zoning Official
Ronald Cohowcz, Building Official
TJ Smith, Fire Marshal
Bryan Clemons, Public Works Department

CALL TO ORDER
Roll Call
Next Meeting -

PUBLIC COMMENTS
Anyone wishing to address the Development Review Committee on any subject may do so at the appropriate time during the meeting. Those who choose to speak must state their name for the record. Each person will be allowed to speak up to a maximum of three minutes.

1. **APPROVAL OF MINUTES**

   1.a **October 10, 2025, Meeting Minutes.**

2. **PERMIT REVIEW**

   2.a **25-195582 - Lighting of the village at Fisherman's Village - November 15, 2025**

   2.b **25-195581 - NYE at Fisherman's Village - December 31, 2025**

   2.c ****25-195583 - Mr. Swindles - February 2nd-9th 2026 - Laishley Park**

3. **APPLICATION REVIEW**

   3.a **VR-01-2025 - Initial Determination of Vested Rights for those properties located at 297 E Virginia Avenue and 407 Wood Street**

STAFF COMMENTS

ADJOURNMENT

In accordance with the Americans with Disabilities Act and Florida Statute 286.26, the location of this public hearing is accessible to persons with disabilities. If you are a person with disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Interpreters for the hearing impaired (TTY 941-575-5013) or non-English speaking citizens, and any other special accommodations can be requested by contacting the Human Resources Manager/Non-Discrimination Coordinator whose address is 326 W. Marion Avenue, Punta Gorda, FL 33950, whose telephone number is (941) 575-3371, and whose email address is humres@cityofpuntagordafl.com, at least two (2) calendars days prior to the meeting.

DEVELOPMENT REVIEW COMMITTEE
CITY OF PUNTA GORDA
10/24/2025

APPROVAL OF MINUTES

Title: October 10, 2025, Meeting Minutes.

Funds: Not applicable

Recommended Action: For approval.

Summary: October 10, 2025, Meeting Minutes.

Department/Division: City Clerk

EXHIBITS:

1. October 10, 2025, Minutes

CITY OF PUNTA GORDA, FLORIDA
DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES
OCTOBER 10, 2025, 9:00 A.M.
120 LAISHLEY COURT
PUNTA GORDA, FL 33950

MEMBERS PRESENT: Carl Benge, Urban Design / Chair
Bryan Clemons, Public Works; Ronald Cohowcz, Building; Angelina Coleman, Fire; Norman Nahra, Police; Robert Ruth, Utilities

CITY STAFF PRESENT: Adrianna Gehrke, Planner; Interim City Attorney Leskovich; Alexandra Friend, Board Recorder

CALL TO ORDER

Chair Benge called the meeting to order at 9:00 a.m.

PUBLIC COMMENTS

There were none.

1) APPROVAL OF MINUTES

1.a September 26, 2025, Meeting Minutes.

Exhibits:
Cover Page
September 26, 2025, Minutes

Member Ruth **MOVED** to approve the minutes, **SECONDED** by Member Nahra.
MOTION CARRIED UNANIMOUSLY.

2) PERMIT REVIEW

2.a 25-195327 - 47th Annual Charlotte County Chamber Christmas Parade - December 13, 2025

Exhibits:
Cover Page
Application

Chair Benge reviewed the application.
Member Nahra confirmed the applicant was not present, noting the time of the parade needed to be confirmed.
Member Ruth **MOVED** to approve the application with the conditions identified this date, **SECONDED** by Member Clemons.
MOTION CARRIED UNANIMOUSLY.

2.b 25-195612 - The Salty Tarpon American Made Band, at the Salty Tarpon - October 25, 2025

Exhibits:

Cover Page
Application

Chair Benge reviewed the application, noting Urban Design approval required the information for the alcohol vendor.
Member Nahra confirmed the applicant was not present, stating a detail officer was required.
Member Clemons stated a maintenance of traffic plan was required.
Member Coleman stated a tent permit was required.
Member Ruth **MOVED** to approve the application with the conditions identified this date, **SECONDED** by Member Clemons.
MOTION CARRIED UNANIMOUSLY.

2.c 25-195620 - Neighborhood Fall Festival, at the Punta Gorda Charlotte Library, 401 Shreve Street - October 25, 2025

Exhibits:

Cover Page
Application

Chair Benge reviewed the application.
Member Nahra stated Police would provide in kind service.
Member Coleman stated a tent permit was required.
Member Clemons stated Shreve Street could not be used for parking during the event.
Alexandra Friend, Board Recorder, spoke briefly about the event, welcoming attendees and participants.
Member Ruth **MOVED** to approve the application with the conditions identified this date, **SECONDED** by Member Clemons.
MOTION CARRIED UNANIMOUSLY.

3) APPLICATION REVIEW

3.a DRC-01-2025 - 2530 Tamiami Trl

Exhibits:

Cover Page
DRC-01-2025 Plans
DRC Application Packet
DRC-01-2025 Staff Report_updated

Chair Benge reviewed the application.
Member Ruth provided the applicant a utilities layout.
Chair Benge reviewed next steps, confirming the applicant understood same.
Member Cohowcz stated Building approval was dependent on approved building permits.

3.b VR-01-2025 - Initial Determination of Vested Rights for those properties located at 297 E Virginia Avenue and 407 Wood Street

Exhibits:

Cover Page
Application
Survey, Site Plans, and Legal Desc.
DRC Staff Report
Progress Plans, Site Plans,1st and 2nd Floor Layout, Sewer Map

Chair Benge reviewed the application.
Jerry Waxler, attorney for representative, requested a continuance.
Consensus of the Committee was to table the application to the October 24, 2025, meeting.
Discussion ensued regarding vested rights determination and the legalities surrounding same.
Interim City Attorney Leskovich explained in order to establish vested rights the Committee should consider if the repeal of the Land Development Regulations (LDRs) had adversely impacted development plans that the applicant had been working towards.

STAFF COMMENTS

There were none.

ADJOURNMENT

The meeting adjourned at 9:24 a.m.

_____
Chair

_____
Board Recorder

DEVELOPMENT REVIEW COMMITTEE
CITY OF PUNTA GORDA
10/24/2025

PERMIT REVIEW

Title:	25-195582 - Lighting of the village at Fisherman's Village - November 15, 2025
Funds:	
Recommended Action:	For staff review.
Summary:	Annual lighting of the village - "Jingle and Jammies" theme! Over one million lights and themed holiday decorations lit shortly after 6pm. Proposing music, dance, food truck vendors and family fun activities. Official kick off of the festival of lights which runs until Dec. 31st 2025.
Department/Division:	Urban Design

EXHIBITS:

1. Application

CITY OF PUNTA GORDA

PARK RENTAL & EVENTS
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
ParkRental@CityofPuntaGordaFL.com
(941) 575-3367

EVENT PERMIT APPLICATION

The following information is required for all event permits issued by the City of Punta Gorda. Please be aware that approval does not exempt the applicant from any County, State or Federal criteria which may apply to such event or activity.

IMPORTANT: Applications for event permits must be submitted for processing at least sixty (60) days prior to the event.

Non-refundable application fee shall be paid at time of application or the application will be returned. Rental fees will be paid at approval of the event request. All questions must be answered, incomplete applications will be rejected. Signature **must** be notarized or application will be rejected. **For** further information, contact the Urban Design Division.

DATE RECEIVED: 9/03/2025	**PERMIT NO:** 25-195582
Application Fee: $50.00 (DUE AT TIME OF APPLICATION)	**DRC DATE:**
Name of Event	Fishermen's Village
Applicant or Organization	Kathy Burnam, Marketing & Events Manager
Event Date(s)	Lighting of the Village Sat November 15, 2025

Type: If event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged the for-profit rate. Attach copy of non-profit status with IRS certification or copy of the State of Florida tax exemption certificate.

☒ For profit ☐ Not-for-profit (type_____, provide IRS certification) ☒ Joint Event

Name of Responsible Party	Kathy Burnam			Title	Special Events & Community Outreach		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		
Description of Event	Annual Lighting of the Village – "Jingle and Jammies" theme! Over one million lights and themed holiday decorations lit shortly after 6 pm with festivities throughout the evening including Santa's arrival, music, dance, vendors, refreshments, visits with Santa Claus, family friendly activities. Food trucks may be considered for this event. Official kick off of the Festival of Lights which runs through December 31, 2025.						

Event Location:
Indicate all areas intending to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or a parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets and trash containers/ dumpsters as well as layout of event. In addition, an accessible route site plan is required and must include all elements outlined on the ADA Checklist provided in the event manual.

Gilchrist Park	Laishley Park	Ponce de Leon Park
☐ Open Space/Event Lawn ☐ Gazebo ☐ Large Shelter ☐ Small Shelter ☐ Exclusive Use (Specify) _____ ■ Other (Specify) Fishermen's Village	☐ Open Space ☐ Open Air Pavilion ☐ Gazebo ☐ Exclusive Use (Specify) _____ ☐ Other (Specify) _____	☐ Open Space ☐ Large Shelter ☐ Open Air Chapel ☐ Exclusive Use (Specify) _____ ☐ Other (Specify) _____

Set up Time			Event Time			Clean Up Time		
Date	From	To	Date	From	To	Date	From	To
11/15/25	3 pm	5 pm	11/15/25	5:00 pm	10:00 PM	11/15/25	10 PM	11 PM

Has this event been held in the Past?	☐ No ■ Yes – When 2024	In attendance 5,000+	
Anticipated Crowd Size for this event	5,000 +	Peak Hours 5-7 PM	
Will there be a charge for Parking	■ No ☐ Yes	Will off-site parking be provided	☒ No
Will any type of "shuttle" service from parking to entrance be provided?	☐ No ■ Yes –By whom Village Security - Golf Cart Transport If yes, will the shuttle equipped for those with disabilities? ☐ No ■ Yes		
Will there be amplified music or entertainment?	☐ No ■ Yes	Will any street(s) or sidewalk(s) be closed?	■ Yes ☐
Are off-premise directional signs or other types of advertising devices being requested?			■ No ☐ Yes
Will tents or canopies be used?	■ No ☐ Yes – How Many? _____ What Size? _____		
Will alcoholic beverages be sold or consumed on the premises?	☐ No ■ Yes – Alcoholic Beverage Permit Holder Village Restaurants		
Are Fireworks planned?	■ No ☐ Yes	Does the applicant own the property where the event is to be held?	☐ No ■ Yes
Will private security be provided to protect exhibits, equipment or facilities brought on-site for this event	■ No ☐ Yes – Name of Security Company _____		
Will food be cooked and/or catered on-site during this event?	☐ No By Village Restaurants ■ Yes – has the Health Department been contacted ☐ No ☐ Yes		
Will temporary sanitary facilities be provided?	■ No ☐ Yes	*Portable toilets and portable hand washing facilities are REQUIRED for ANY event serving/selling food and/or beverages. (Only exception is in Laishley Park)	

*If portable toilets are provided for use by event participants, **a minimum of five percent of all units, but never less than one unit, must be accessible.** Where clusters of portable units are provided at various locations around the event site, five percent of the units in each cluster should be accessible. They should be equipped with all the accessible elements required by the Standards such as maneuvering space, grab bars, toilet paper dispensers within reach, etc. In addition, when all units are not accessible, the International Symbol of Accessibility must be posted on the units that are.

Will disposable cardboard trash receptacles be provided?	■ No ☐ Yes
Will additional refuse containers/dumpsters be provided? (If serving food a dumpster is required)	■ No ☐ Yes – By whom? _____
Are live animals going to be part of this event?	☐XNo ☐ Yes – Type?_____ How Many? _____
Who is the event's designated ADA Coordinator responsible for ensuring event is accessible to those with disabilities?	Name: Patti Allen, GM Phone: [redacted] Email Address: [redacted]
Will Punta Gorda Personnel be Requested?	Police ☐ No ■ Yes; Fire ■ No ☐ Yes; Public Work ■ Yes ☐

Events on City Property. Please provide the City of Punta Gorda with a Certificate of Insurance for property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of $1,000,000 per occurrence and Property Damage liability as follows: ***$100,000 for Ponce de Leon; $500,000 for Gilchrist & Laishley Park****, must be provided prior to permit approval*

Do you have the appropriate insurance?	☐ No ☐ N/A ■ Yes	Is the City named as an additional insured?	☐ No ☐ N/A ■ Yes
Does this event require the use of Water?	☐ No ■ Yes	Does this event require the use of Electric?	☐ No ■ Yes

Telephone service shall be available on site of event for emergency purposes. Indicate the arrangements you have made for communications on-site during event. List the name of contact person responsible the day(s) of event

Name	Kathy Burnam			Title	Marketing & Events Manager		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		

During review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as set forth in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend and hold harmless the City of Punta Gorda, its agents, employees, officers and any and all other associates, from and against any and all actions, in law or in equity, from liability or claims for damages, demands or judgments to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

NOTARIAL CERTIFICATE - ACKNOWLEDGEMENT

Kathy Burnam
Signature

Fishermen's Village
Organization

Kathy Burnam, Marketing & Events Manager
Type or Printed Name & Title

8/21/25
Date

State of Florida
County of Charlotte

Notary Public State of Florida
Patricia Lynn Allen
My Commission HH 451883
Expires 10/5/2027

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization this day of August 21, 2025, by Patricia L. Allen, who is personally known to me or who has produced _____ as identification.

(Signature of Notary)

(Seal)

~~CITY OF PUNTA GORDA~~
ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
Zoning@CityofPuntaGordaFL.com

REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

Request for Temporary Closing Form MUST be submitted to the Punta Gorda Public Works Department a minimum of sixty (60) days prior to the event	DATE RECEIVED:

Name of Event	Fishermen's Village Lighting of the Village						
Applicant or Organization	Fishermen's Village						
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]	Email address	[redacted]				
Description of Event	Annual Celebration/Lighting of the Village to kick off Festival of Lights. Santa's Arrival, Lighting Ceremony, live music, family friendly activities						

Date of Event				Time of Event			
To	Sat, Nov. 15, 2025	From		Begin	5:00 pm	End	10:00 pm

Has this event been held in the Past?	☐ No ☐ XYes – When 2024
Proposed Road(s) to Close (Specific Locations – Include Map)	W. Henry / Shreve / E. Olympia
Proposed Detour Route (Include alternative road and map)	As determined by Police/Public Works Personnel (map route attached)
Additional Notes & Comments **Include ADA accessible route**	

Signature	Kathy Burnam (Printed Name)	8/25/25 (Date)

Office Use Only		
Punta Gorda Police ☐ Approved ☐ Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date
Punta Gorda Fire ☐ Approved ☐ Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date
Punta Gorda Public Works / Engineering ☐ Approved ☐ Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date

CITY OF PUNTA GORDA

FIRE DEPARTMENT
1410 TAMIAMI TRAIL
PUNTA GORDA, FL 33950
(941) 575-5529
CityofPuntaGordaFL.com

SPECIAL EVENT SAFETY CHECKLIST

Attention Event Permit Applicants & Participants:

The following fire safety requirements shall apply to all special events in the City of Punta Gorda.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ Use of electrical or gas powered equipment will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming and any flammable hazards will be required to have a State certified (state tagged) portable fire extinguisher mounted within the vendor area. All fire extinguishers will be a minimum size of 5 pounds, ABC type.
- ✓ All vendors cooking with oils or grease type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water and where they pass through pedestrian areas shall be secured, as to not cause trip hazards.

Jennifer J. Molnar,
Fire Marshal, PGFD

Event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above stated fire safety requirements that all event participants must abide by

All VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT

By signing this form the event coordinator insures that all participants/vendors of the event have received a copy of these listed requirements and clearly understands each applicable requirement listed.

Name	Kathy Burnam			Title	Marketing & Events Manager		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]	[redacted]		Email address	[redacted]		
Event Name	Lighting of the Village	Event Date	Sat, Nov 15, 2025	Event Time	5:00 pm	to	10:00pm

Signature

Fishermen's Village
Organization

Kathy Burnam, Marketing & Events Manager
Type or Printed Name & Title

8/25/25
Date

Florida's Harborside Hometown

Punta Gorda

Off Duty Vendor Contract

CONDITIONS OF PERMIT

Extra-Duty Special Detail Standby Fire Department Related Services

The following are general conditions regarding standby Fire Department related services:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 7:30am-4:30pm), contact must be made with the Fire Marshal or Fire Chief by calling 941-575-5529.
2. Any Member who is engaged in any extra-duty employment is subject to On-Duty status (call-out) at any time.
3. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a firefighter/EMT/Paramedic, is in violation of State or Federal law or Office policy.
4. The rate charged an employer/vendor for extra-duty Fire and EMS related services shall be standardized hourly rate established by the City of Punta Gorda which shall include compensation of personnel, any applicable employment taxes, and any administrative costs to administer the special detail.
5. Payment for any services directly to the member is strictly prohibited. The City of Punta Gorda will be responsible for collecting such payment and making disbursement to the member.
6. Extra Duty/special detail services shall be performed within the boundaries and jurisdiction of City of Punta Gorda public safety services.
7. The person/vendor requesting the extra-duty Fire/EMS service will make payment in ADVANCE of the service being performed. Payment will be made to the City of Punta Gorda Fire Department and will accompany the application/contract for request of services.
8. Cancellations of services by the Permittee (person/vendor requesting service) MUST be made at least 48 hours in advance. Failure to do so will result in the City of Punta Gorda Fire Department billing permittee/vendor for two (2) hours minimum for administrative cost.
9. If the employment has been authorized as provided in this policy, liability and Worker's Compensation Insurance Coverage provided by the Fire Department will be in effect if the off-duty firefighter sustains an injury while the member is performing extra-duty fire/ems related employment. Any injuries sustained which are NOT incurred as a result of a fire/ems action, will be the responsibility of the employer/vendor requesting extra-duty fire/ems related employment to include workers compensation.
10. All permits must be obtained 10 days in advance. In emergent situations exceptions may be made by the program administrator/Fire Chief.

I have read, understand and agree to the above listed conditions.

Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail — Date: 8/25/25

CITY OF PUNTA GORDA

POLICE DEPARTMENT
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5533
CityofPuntaGordaFL.com

OFF DUTY VENDOR CONTRACT – POLICE DEPARTMENT

PERMITTEE							
Event Name	Lighting of the Village			Organization	Fishermen's Village		
Name of Permittee/Vendor	Kathy Burnam			Title	Special Events & Community Relations		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		

DATE(S) SERVICE IS NEEDED			
Hours	From: 11/15/2025 5pm-11 pm ❑ AM ❑ PM	TO: 11/15/25 7-10 pm ❑ AM ❑ PM	
Number of officers requested	X	Per hour for Officer (two hour minimum)	= Total Charge
three officers	X		= $

PAYMENTS WILL BE MADE WITHIN TEN (10) DAYS OF THE EVENT UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. IF THE PERMITTEE/VENDOR CANCELS THE DETAIL ON THE DAY OF THE EVENT, A TWO (2) HOUR MINIMUM PER OFFICER WILL BE CHARGED.

Description of service to be provided	Two officers for traffic control 5-11 pm and one officer for foot patrol 7-10 pm
Report to	Becca Heiland, Security Manager, 941 456-3883

I, Kathy Burnam as authorized representative of Fishermen's Village (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these condition in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Police Department and its member will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Signature Authorized Representative of Vendor — Date: 8/25/25

The above application for permit is hereby granted, and above application together with the attached "Conditions of Permit are hereby adopted, by reference, and are made part of and constitute terms and conditions of this permit.

Expiration date of this permit

Signature City Representative — Date — Permit Number

ALL PERMITS MUST BE OBTAINED 10 DAYS PRIOR TO THE EVENT DATE

Punta Gorda

Off Duty Vendor Contract
CONDITIONS OF PERMIT
Extra-Duty Law Enforcement/Security Related Services

The following are general conditions that the person/business requesting Extra-Duty Law Enforcement/Security:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 8:00am-4:30pm), contact must be made with the Operations Captain on duty by calling 941-575-5533.
2. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a law enforcement officer, is in violation of State or Federal law or Office policy.
3. The rate charged an employer for extra-duty law enforcement security related services shall be standardized hourly rate established by the City of Punta Gorda Police Department which shall include compensation of personnel, any applicable employment taxes, and any administrative costs to administer the program.
4. Payment for any services directly to the member is strictly prohibited. The City of Punta Gorda Police Department will be responsible for collecting such payment and making disbursement to the member.
5. Extra Duty law enforcement services shall be performed within the boundaries and jurisdiction of Punta Gorda.
6. The person/business making the request for Extra-Duty law enforcement services, may request a particular member to work the detail, however the City of Punta Gorda Police Department has final selection of all members who work extra-duty law enforcement details.
7. If no particular member is requesting to work the Extra-Duty law enforcement detail, the City of Punta Gorda Police Department reserves the right to forward the contract to the Charlotte County Sheriff's Office and the person/business holding the event will be billed at the Charlotte County Sheriff's Office current billing rate.
8. The person/business requesting the extra-duty law enforcement service will make payment within ten (10) days of the service being performed. Payment will be made to the City of Punta Gorda Police Department and will accompany the application for request of services.
9. Cancellations of service by the Permittee (person/business requesting service) MUST be made at least 48 hours in advance. Failure to do so will result in the City of Punta Gorda Police Department billing permittee for two (2) hours minimum for administrative cost.
10. If the employment has been sanctioned and authorized as provided in this policy, liability and Worker's Compensation Insurance Coverage provided by the Police Department will be in effect if the off-duty officer sustains an injury while enforcing the criminal, traffic or penal law of the State or City ordinances while the member is performing extra-duty law enforcement/security related employment.
11. All permits must be obtained 10 days in advance. In emergency situations, exceptions may be made by the program administrator.

I have read, understand and agree to the above listed conditions.

Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail — Date: 8/25/25

Florida's Harborside Hometown

CITY OF PUNTA GORDA

RIGHT-OF-WAY DIVISION
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5010
CityofPuntaGordaFL.com

PUBLIC WORKS DEPARTMENT VENDOR CONTRACT

PERMITTEE							
Event Name	Lighting of the Village			Organization	Fishermen's Village		
Name of Requestor/Applicant	Kathy Burnam			Title	Marketing & Events Manager		
Address	1200 W. Retta Esplanade			City	Punta Gorda	State FL Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		
STREET/SIDEWALK CLOSURE	W. Henry / Shreve / E. Olympia as determined by Public Works						
Event date	Saturday, November 15, 2025						
Event Hours	From: _____ ☐ AM 5 ☐ PM			TO: _____ ☐ AM 10 ☐ PM			

EVENT PERMITTEE MUST CONTACT PUBLIC WORKS PERSONNEL 5 DAYS PRIOR TO THE EVENT TO CONFIRM EVENT DETAILS FOR MAINTENANCE OF TRAFFIC (MOT). FAILURE TO DO SO MAY RESULT IN A MINIMUM OF A $250.00 EQUIPMENT RENTAL FEE.

I, Kathy Burnam as authorized representative

Of Fishermen's Village (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Facilities Maintenance Division and its employees will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Signature Authorized Representative — Date: 8/25/25

Punta Gorda

Off Duty Vendor Contract
CONDITIONS OF PERMIT
PUBLIC WORKS DEPARTMENT
Right-of-Way Division Personnel

The following are general conditions regarding Right-of-Way Division related services:

1. Applicant must complete and submit the Street Closure application with the event permit application a minimum of 60 days prior to the event date.
2. It is the applicant's responsibility to contact the Right-of-Way Division a minimum of 60 days prior to the event to discuss Maintenance of Traffic needs.
3. FDOT permit may be required.
4. The City of Punta Gorda Right-of-Way Division has final selection of all employees who work extra-duty details.
5. If a Maintenance of Traffic plan is provided by the City of Punta Gorda Right-of-Way Division, additional charges ***may*** apply.
6. Contractual services for Public Works personnel for MOT does NOT include any required Police or Fire personnel. Those services will include a separate contract for each department.
7. Payment is due within ten (10) days after the event date. Failure to submit payment within the ten (10) days, future event requests may be denied and could result in a legal collections process.
8. Cancelation of services by the Permittee (person/event requesting service) MUST be made at least five (5) days in advance. Failure to do so will result in the City of Punta Gorda Public Works Department billing permittee a $250.00 equipment rental fee.

I have read, understand and agree to the above listed conditions.

Signature of Permittee /Vendor/Employer Requesting Extra Duty Detail

8/25/25
Date

CITY OF PUNTA GORDA

ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
PGcode@CityofPuntaGordaFL.com

AMERICANS WITH DISABILITIES CHECKLIST

Attention Event Permit Applicants & Participants:

The following Americans with Disabilities Act (ADA) checklist requirements shall apply to all special events permitted by the City of Punta Gorda:

- ✓ All vendors have the name of the event's designated ADA Coordinator and procedures to handle requests for accommodations.
- ✓ An accessible route from site arrival points and an accessible entrance have been provided.
    - As much as possible, the accessible route should be the same route used by other participants.
    - Once a route has been mapped out, it must be identified with signs if it deviates from paths used by the general public. (Be at least 36 inches wide)
    - All vendors have received the event layout outlining the accessible route and are aware that it MUST be maintained at all times.
- ✓ The layout of the event should allow people with disabilities to attain goods and services and participate in activities without assistant.
    - Front-line staff at information and ticketing areas must have a thorough knowledge of accessible features and services offered by the event and a general sensitivity to disability issues.
- ✓ The entrance gate, main desk, or information booth must be accessible in the design and location of the space and in the information provided.
- ✓ Vendors MUST modify policies and procedures to ensure they do not discriminate against persons with disabilities. Vendors may:
    - be required to leave their booths briefly to assist someone with limited hand dexterity in reaching their money, or need to take items from an inaccessible area to an interested individual in order to allow the individual to evaluate and select merchandise or to participate in an activity offered.
- ✓ If there is a "no pet" policy it MUST be modified to allow service animals to assist persons with disabilities in performing one or more tasks related.
- ✓ If portable toilets are provided for use by event participants, a minimum of five percent of all units, but never less than one unit, must be accessible.
- ✓ Signage is needed to direct the public to the location of accessible parking spaces, passenger drop-off points and transit stops and accessible entrances and gates. Signs should include the international symbol of accessibility, use easy-to-read typefaces, and be large enough to be read from a distance.
- ✓ Accessible parking spaces must be level and adjoin an accessible route to entrances. Accessible parking spaces should be placed as close as possible to the accessible entrance served by the parking area to minimize the need for a person with a disability to travel long distances to merely arrive at the entrance.

Florida's Harborside Hometown

- If temporary parking lots, grass fields or dirt lots, etc. are going to be used as temporary parking areas, accessible spaces must be created and held in reserve for people with disabilities.

✓ If shuttles or other modes of transportation are made available at the event, the mode of transportation MUST also be available to those with disabilities.

✓ If the event provides seating, viewing, or assembly areas a designated section should be made available for those with disabilities.

Event organizer & ADA Coordinator shall provide a signed copy of this document to the Urban Design Division in acknowledgement and full understanding of the above stated ADA requirements that all event organizers must abide by.

For more information on planning for making temporary events accessible to people with disabilities visit https://adata.org/publication/temporary-events-guide

Event Name	Lighting of the Village	**Organization**	Fishermen's Village
Event Date(s)	November 15, 2025	**Event Time(s)**	5:00 - 10:00 p.m.

Name of Requestor/Applicant		**Designated ADA Coordinator**	
Name	Kathy Burnam	**Name**	Patti Allen
Title	Special Events & Community Relations	**Title**	General Manager
Phone #	[redacted]	**Phone #**	[redacted]
Email	[redacted]	**Email**	[redacted]
Address	1200 W. Retta Esplanade Punta Gorda FL 33950	**Address**	1200 W. Retta Esplanade Punta Gorda, FL 33950

I, Kathy Burnam as authorized representative hereby acknowledge that I ~~have read and understand the attached "Conditions~~ of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, ***by signing this form the event coordinator & ADA coordinator insures that all participants/vendors of the event have received a copy of ADA requirements and clearly understands each applicable requirement listed above.***

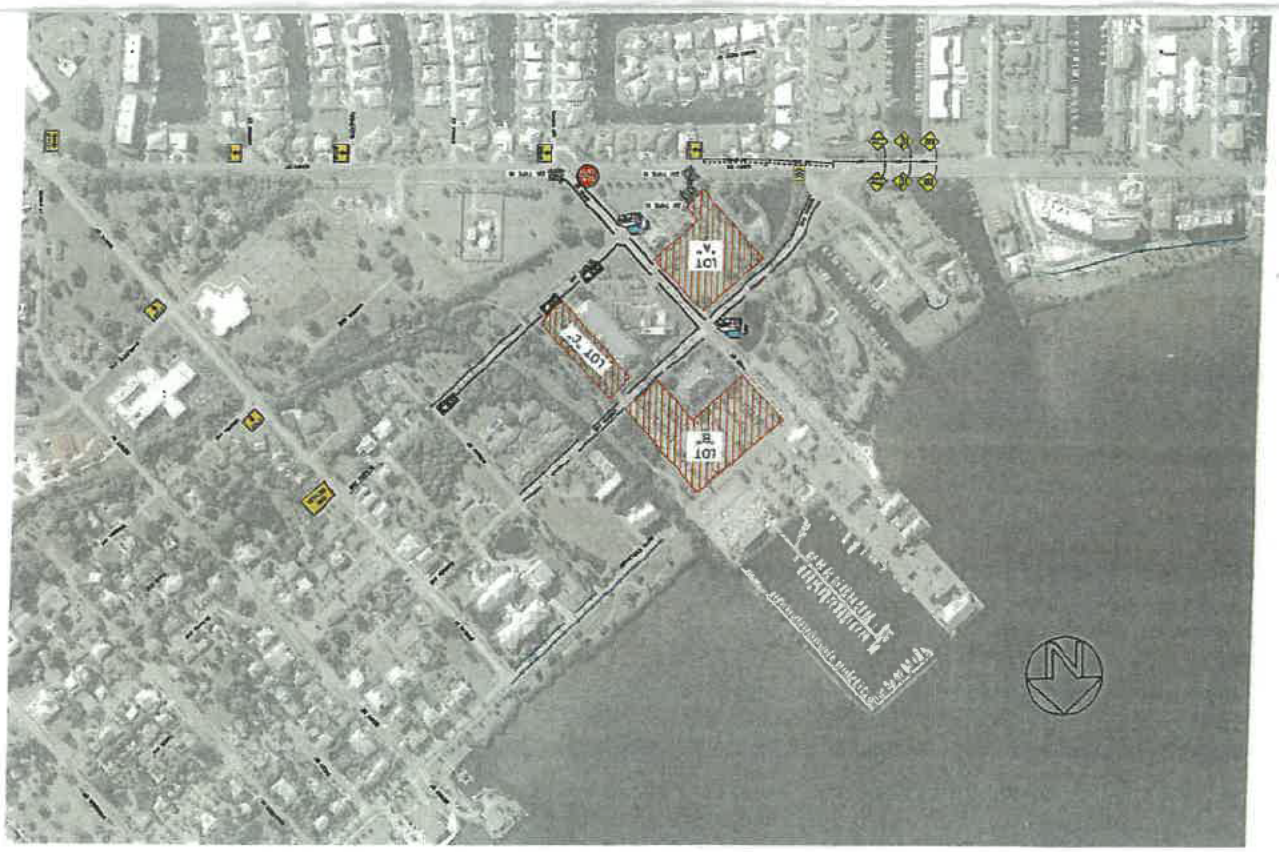
Signature Authorized Representative — Date: 8/25/25

Florida's Harborside Hometown

Street closures and detours for this event

Street closures are as follows, Olympia Ave between Henry St and Maud St, and Maud St between Olympia Ave and Henry St. Detours will be used where needed. Snow fence will be installed in the right of way where needed on Marion Ave, Olympia Ave and Maud St.

Please see map attached.



DEVELOPMENT REVIEW COMMITTEE
CITY OF PUNTA GORDA
10/24/2025

PERMIT REVIEW

Title: 25-195581 - NYE at Fisherman's Village - December 31, 2025

Funds:

Recommended Action: For staff review.

Summary: Annual Fisherman's Village NYE Celebration inside the village with family friendly festivities. Live music starting at 6pm continuing till midnight. Firework vendor hired "Explosive Touch Enterprises" (Ej Weppel) display to begin at 12pm ,barge set up in the Harbor on Dec. 30th. Food truck vendors maybe considered.

Department/Division: Urban Design

EXHIBITS:

1. Application

CITY OF PUNTA GORDA

PARK RENTAL & EVENTS
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
ParkRental@CityofPuntaGordaFL.com
(941) 575-3367

EVENT PERMIT APPLICATION

The following information is required for all event permits issued by the City of Punta Gorda. Please be aware that approval does not exempt the applicant from any County, State or Federal criteria which may apply to such event or activity.

IMPORTANT: Applications for event permits must be submitted for processing at least sixty (60) days prior to the event.

Non-refundable application fee shall be paid at time of application or the application will be returned. Rental fees will be paid at approval of the event request. All questions must be answered, incomplete applications will be rejected. Signature **must** be notarized or application will be rejected. **For** further information, contact the Urban Design Division.

DATE RECEIVED: 9/03/2025	**PERMIT NO:** 25-195581
Application Fee: $50.00 (DUE AT TIME OF APPLICATION)	**DRC DATE:**
Name of Event	Fishermen's Village New Year's Eve Celebration/Fireworks Display
Applicant or Organization	Fishermen's Village
Event Date(s)	Wednesday, December 31st, 2025

Type: If event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged the for-profit rate. Attach copy of non-profit status with IRS certification or copy of the State of Florida tax exemption certificate.

☒ For profit ☐ Not-for-profit (type_____, provide IRS certification) ☐ Joint Event

Name of Responsible Party	Kathy Burnam			Title	Marketing Manager		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		
Description of Event	Annual Fishermen's Village NYE Celebration inside Village with family friendly festivities and live music beginning at 6 pm and continuing until 12 midnight. Food Trucks may be considered for event. Fireworks display to begin at 12 midnight as part of celebration. Barge set up on Harbor on Dec. 30th. Explosive Touch Enterprises (EJ Weppel) is company presenting Fireworks' Display (same company we used for July 4th, 2025) Required application information from Explosive Touch is attached accordingly.						

Event Location:
Indicate all areas intending to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or a parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets and trash containers/ dumpsters as well as layout of event. In addition, an accessible route site plan is required and must include all elements outlined on the ADA Checklist provided in the event manual.

Gilchrist Park	Laishley Park	Ponce de Leon Park
☐ Open Space/Event Lawn ☐ Gazebo ☐ Large Shelter ☐ Small Shelter ☐ Exclusive Use (Specify) _____ ☒ Other (Specify) Fishermen's Village	☐ Open Space ☐ Open Air Pavilion ☐ Gazebo ☐ Exclusive Use (Specify) _____ ☐ Other (Specify) _____	☐ Open Space ☐ Large Shelter ☐ Open Air Chapel ☐ Exclusive Use (Specify) _____ ☐ Other (Specify) _____

Set up Time			Event Time			Clean Up Time		
Date	From	To	Date	From	To	Date	From	To
12/30/25	Barge arrives		1/1/26	12 am	12:20 am	1/1/26	12:30 am	2:30 am
12/31/25	Fireworks setup	9 – 11 am		Fireworks Display				

Has this event been held in the Past?	☐ No ☒ Yes – When 12/31/24 in attendance 4,000		
Anticipated Crowd Size for this event	3,000 - 4,000	Peak Hours 9 pm - 12:30 am	
Will there be a charge for Parking	☒ No ☐ Yes	Will off-site parking be provided	☐ No XX
Will any type of "shuttle" service from parking to entrance be provided?	☐ No ☒ Yes –By whom Village Security Personnel - golf carts If yes, will the shuttle equipped for those with disabilities? ☐ No ☒ Yes		
Will there be amplified music or entertainment?	☐ No ☒ Yes	Will any street(s) or sidewalk(s) be closed?	No ☒ Yes
Are off-premise directional signs or other types of advertising devices being requested?			☒ No ☐ Yes
Will tents or canopies be used?	☒ No ☐ Yes – How Many? _____ What Size? _____		
Will alcoholic beverages be sold or consumed on the premises?	☐ No ☒ Yes – Alcoholic Beverage Permit Holder Village Restaurants		
Are Fireworks planned?	☐ No ☒ Yes	Does the applicant own the property where the event is to be held?	☐ No ☒ Yes
Will private security be provided to protect exhibits, equipment or facilities brought on-site for this event	☒ No ☐ Yes – Name of Security Company _____		
Will food be cooked and/or catered on-site during this event?	☐ No Village Restaurants ☒ Yes – has the Health Department been contacted ☐ No ☐ Yes		
Will temporary sanitary facilities be provided?	☒ No ☐ Yes	*Portable toilets and portable hand washing facilities are REQUIRED for ANY event serving/selling food and/or beverages. (Only exception is in Laishley Park)	

*If portable toilets are provided for use by event participants, a minimum of five percent of all units, but never less than one unit, must be accessible. Where clusters of portable units are provided at various locations around the event site, five percent of the units in each cluster should be accessible. They should be equipped with all the accessible elements required by the Standards such as maneuvering space, grab bars, toilet paper dispensers within reach, etc. In addition, when all units are not accessible, the International Symbol of Accessibility must be posted on the units that are.

Will disposable cardboard trash receptacles be provided?	■ No ☐ Yes
Will additional refuse containers/dumpsters be provided? (If serving food a dumpster is required)	■ No ☐ Yes – By whom? _____
Are live animals going to be part of this event?	☐XNo ☐ Yes – Type?_____ How Many? _____

Who is the event's designated ADA Coordinator responsible for ensuring event is accessible to those with disabilities?	Name	Patti Allen, GM
	Phone	[redacted]
	Email Address	

Will Punta Gorda Personnel be Requested?	Police ☐ No ■ Yes	Fire ☐ No ■ Yes	Public Works ■ Yes ☐

Events on City Property. Please provide the City of Punta Gorda with a Certificate of Insurance for property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of $1,000,000 per occurrence and Property Damage liability as follows: ***$100,000 for Ponce de Leon; $500,000 for Gilchrist & Laishley Park****, must be provided prior to permit approval*

Do you have the appropriate insurance?	☐ No ☐ N/A ■ Yes	Is the City named as an additional insured?	☐ No ☐ N/A ■ Yes
Does this event require the use of Water?	☐ No ■ Yes	Does this event require the use of Electric?	☐ No ■ Yes

Telephone service shall be available on site of event for emergency purposes. Indicate the arrangements you have made for communications on-site during event. List the name of contact person responsible the day(s) of event

Name	Kathy Burnam			Title	Marketing Manager		
Address	1200 W. Retta Esplanade	City	Punta Gorda		State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		

During review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as set forth in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend and hold harmless the City of Punta Gorda, its agents, employees, officers and any and all other associates, from and against any and all actions, in law or in equity, from liability or claims for damages, demands or judgments to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

NOTARIAL CERTIFICATE - ACKNOWLEDGEMENT

Kathy Burnam
Signature

Fishermen's Village
Organization

Kathy Burnam, Marketing & Events Manager
Type or Printed Name & Title

8/21/25
Date

State of Florida
County of Charlotte

Notary Public State of Florida
Patricia Lynn Allen
My Commission HH 451883
Expires 10/5/2027

The foregoing instrument was acknowledged before me by means of [■] physical presence or [ ] online notarization this day of August 21, 2025, by Patricia L. Allen, who is personally known to me or who has produced_____as identification.

(Signature of Notary)

(Seal)

~~CITY OF PUNTA GORDA~~
ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
Zoning@CityofPuntaGordaFL.com

REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

Request for Temporary Closing Form MUST be submitted to the Punta Gorda Public Works Department a minimum of sixty (60) days prior to the event	DATE RECEIVED:

Name of Event	Fishermen's Village New Year's Eve Celebration / Fireworks Display						
Applicant or Organization	Fishermen's Village						
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		
Description of Event	FV annual New Year's Eve Celebration with Fireworks Display at 12 midnight. Music, family friendly activities, dancing.						

Date of Event				Time of Event			
To	December 31, 2025	December 31, 2025 - January 1, 2026 ☐ ☐		Begin	6 pm	End	12:30 am

Has this event been held in the Past?	No XXYes – When 2024
Proposed Road(s) to Close (Specific Locations – Include Map)	W. Henry / Shreve / E. Olympia As determined in advance by Police/Public Works Personnel
Proposed Detour Route (Include alternative road and map)	As determined by Police/Public Works Personnel (map provided)
Additional Notes & Comments **Include ADA accessible route**	

Signature	Printed Name	Date
[signature]	Kathy Burnam	8/25/25

Office Use Only

☐ ☐ Punta Gorda Police Approved Disapproved	Comment:		
Signature	Type or Printed Name & Title	Date	
☐ ☐ Punta Gorda Fire Approved Disapproved	Comment:		
Signature	Type or Printed Name & Title	Date	
☐ ☐ Punta Gorda Public Works / Engineering Approved Disapproved	Comment:		
Signature	Type or Printed Name & Title	Date	

CITY OF PUNTA GORDA

FIRE DEPARTMENT
1410 TAMIAMI TRAIL
PUNTA GORDA, FL 33950
(941) 575-5529
CityofPuntaGordaFL.com

SPECIAL EVENT SAFETY CHECKLIST

Attention Event Permit Applicants & Participants:

The following fire safety requirements shall apply to all special events in the City of Punta Gorda.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ Use of electrical or gas powered equipment will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming and any flammable hazards will be required to have a State certified (state tagged) portable fire extinguisher mounted within the vendor area. All fire extinguishers will be a minimum size of 5 pounds, ABC type.
- ✓ All vendors cooking with oils or grease type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water and where they pass through pedestrian areas shall be secured, as to not cause trip hazards.

Jennifer J. Molnar,
Fire Marshal, PGFD

Event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above stated fire safety requirements that all event participants must abide by

All VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT

By signing this form the event coordinator insures that all participants/vendors of the event have received a copy of these listed requirements and clearly understands each applicable requirement listed.

Name	Kathy Burnam			Title	Marketing Manager		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]		Email address	[redacted]			
Event Name	NYE Celebration/Fireworks Display	Event Date	12/31/25-1/1/26	Event Time	6 pm	to	12:30 am

Kathy Burnam
Signature

Fishermen's Village
Organization

Kathy Burnam, Marketing & Events Manager
Type or Printed Name & Title

12/5/25
Date

Florida's Harborside Hometown

CITY OF PUNTA GORDA

PUNTA GORDA FIRE DEPARTMENT
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5549
CityofPuntaGordaFL.com

OFF DUTY VENDOR CONTRACT – FIRE DEPARTMENT

PERMITTEE							
Event Name	NYE Fireworks Display			Organization	Fishermen's Village		
Name of Permittee/Vendor	Kathy Burnam			Title	Special Events & Community Relations		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		

DATE(S) SERVICE IS NEEDED			
Hours	From: 10 pm-12 a (2) 12/31/25 ❑ AM ❑ PM	TO: _____ ❑ AM ❑ PM	
Number of Fire Department personnel being requested		2 fire reps 12/31/25 10p-12a/ 2 fire reps 1/1/26 12-1 am	

PAYMENTS WILL BE MADE IN ADVANCE UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. IF OTHER ARRANGEMENTS HAVE NOT BEEN MADE, PAYMENT MUST BE RECEIVED 10 DAYS PRIOR TO THE EVENT DATE. FAILURE TO DO SO WILL RESULT IN PERMIT/DETAIL BEING CANCELLED. TWO (2) HOUR MINIMUM.

Description of service to be provided	NYE Fireworks display detail as required to oversee safety of fireworks display
Report to	Becca Heiland, Village Security Manager / Patti Allen, GM

I, Kathy Burnam as authorized representative of Fishermen's Village (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these condition in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Fire Department and its member will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Kathy Burnam
Signature Authorized Representative of Vendor

8/25/25
Date

The above application for permit is hereby granted, and above application together with the attached "Conditions of Permit are hereby adopted, by reference, and are made part of and constitute terms and conditions of this permit.

Expiration date of this permit | Pre-Payment Waive ☐ Yes ☐ No

Signature City Representative | Date | Permit Number

ALL PERMITS MUST BE OBTAINED 10 DAYS PRIOR TO THE EVENT DATE

Punta Gorda

Off Duty Vendor Contract

CONDITIONS OF PERMIT

Extra-Duty Special Detail Standby Fire Department Related Services

The following are general conditions regarding standby Fire Department related services:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 7:30am-4:30pm), contact must be made with the Fire Marshal or Fire Chief by calling 941-575-5529.
2. Any Member who is engaged in any extra-duty employment is subject to On-Duty status (call-out) at any time.
3. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a firefighter/EMT/Paramedic, is in violation of State or Federal law or Office policy.
4. The rate charged an employer/vendor for extra-duty Fire and EMS related services shall be standardized hourly rate established by the City of Punta Gorda which shall include compensation of personnel, any applicable employment taxes, and any administrative costs to administer the special detail.
5. Payment for any services directly to the member is strictly prohibited. The City of Punta Gorda will be responsible for collecting such payment and making disbursement to the member.
6. Extra Duty/special detail services shall be performed within the boundaries and jurisdiction of City of Punta Gorda public safety services.
7. The person/vendor requesting the extra-duty Fire/EMS service will make payment in ADVANCE of the service being performed. Payment will be made to the City of Punta Gorda Fire Department and will accompany the application/contract for request of services.
8. Cancellations of services by the Permittee (person/vendor requesting service) MUST be made at least 48 hours in advance. Failure to do so will result in the City of Punta Gorda Fire Department billing permittee/vendor for two (2) hours minimum for administrative cost.
9. If the employment has been authorized as provided in this policy, liability and Worker's Compensation Insurance Coverage provided by the Fire Department will be in effect if the off-duty firefighter sustains an injury while the member is performing extra-duty fire/ems related employment. Any injuries sustained which are NOT incurred as a result of a fire/ems action, will be the responsibility of the employer/vendorrequesting extra-duty fire/ems related employment to include workers compensation.
10. All permits must be obtained 10 days in advance. In emergent situations exceptions may be made by the program administrator/Fire Chief.

I have read, understand and agree to the above listed conditions.

Kathy Burnam — 8/25/25

Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail — Date

CITY OF PUNTA GORDA

POLICE DEPARTMENT
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5533
CityofPuntaGordaFL.com

OFF DUTY VENDOR CONTRACT – POLICE DEPARTMENT

PERMITTEE							
Event Name	NYE Celebration/Fireworks display			Organization	Fishermen's Village		
Name of Permittee/Vendor	Kathy Burnam			Title	Special Events & Community Relations		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]			Email address	[redacted]		

DATE(S) SERVICE IS NEEDED							
Hours	From: 12/31/25 9 pm-1 am	❑ AM	❑ PM	TO: 12/31/25 10 pm-1 am	❑ AM	❑ PM	
Number of officers requested		Per hour for Officer (two hour minimum)			Total Charge		
two officers	X		=	$			

PAYMENTS WILL BE MADE WITHIN TEN (10) DAYS OF THE EVENT UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. IF THE PERMITTEE/VENDOR CANCELS THE DETAIL ON THE DAY OF THE EVENT, A TWO (2) HOUR MINIMUM PER OFFICER WILL BE CHARGED.

Description of service to be provided	One officer for traffic control 10 pm-1 am and one officer for foot patrol 9 pm-1 am
Report to	Becca Heiland Village Security Manager, 941 456-3883

I, Kathy Burnam as authorized representative of Fishermen's Village (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these condition in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Police Department and its member will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Kathy Burnam
Signature Authorized Representative of Vendor

9/25/25
Date

The above application for permit is hereby granted, and above application together with the attached "Conditions of Permit are hereby adopted, by reference, and are made part of and constitute terms and conditions of this permit.

Expiration date of this permit

Signature City Representative | Date | Permit Number

ALL PERMITS MUST BE OBTAINED 10 DAYS PRIOR TO THE EVENT DATE

Punta Gorda

Off Duty Vendor Contract
CONDITIONS OF PERMIT
Extra-Duty Law Enforcement/Security Related Services

The following are general conditions that the person/business requesting Extra-Duty Law Enforcement/Security:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 8:00am-4:30pm), contact must be made with the Operations Captain on duty by calling 941-575-5533.
2. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a law enforcement officer, is in violation of State or Federal law or Office policy.
3. The rate charged an employer for extra-duty law enforcement security related services shall be standardized hourly rate established by the City of Punta Gorda Police Department which shall include compensation of personnel, any applicable employment taxes, and any administrative costs to administer the program.
4. Payment for any services directly to the member is strictly prohibited. The City of Punta Gorda Police Department will be responsible for collecting such payment and making disbursement to the member.
5. Extra Duty law enforcement services shall be performed within the boundaries and jurisdiction of Punta Gorda.
6. The person/business making the request for Extra-Duty law enforcement services, may request a particular member to work the detail, however the City of Punta Gorda Police Department has final selection of all members who work extra-duty law enforcement details.
7. If no particular member is requesting to work the Extra-Duty law enforcement detail, the City of Punta Gorda Police Department reserves the right to forward the contract to the Charlotte County Sheriff's Office and the person/business holding the event will be billed at the Charlotte County Sheriff's Office current billing rate.
8. The person/business requesting the extra-duty law enforcement service will make payment within ten (10) days of the service being performed. Payment will be made to the City of Punta Gorda Police Department and will accompany the application for request of services.
9. Cancellations of service by the Permittee (person/business requesting service) MUST be made at least 48 hours in advance. Failure to do so will result in the City of Punta Gorda Police Department billing permittee for two (2) hours minimum for administrative cost.
10. If the employment has been sanctioned and authorized as provided in this policy, liability and Worker's Compensation Insurance Coverage provided by the Police Department will be in effect if the off-duty officer sustains an injury while enforcing the criminal, traffic or penal law of the State or City ordinances while the member is performing extra-duty law enforcement/security related employment.
11. All permits must be obtained 10 days in advance. In emergency situations, exceptions may be made by the program administrator.

I have read, understand and agree to the above listed conditions.

Kathy Burnam — 8/25/25

Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail — Date

CITY OF PUNTA GORDA

RIGHT-OF-WAY DIVISION
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5010
CityofPuntaGordaFL.com

PUBLIC WORKS DEPARTMENT VENDOR CONTRACT

PERMITTEE							
Event Name	NYE Celebration/Fireworks Display			Organization	Fishermen's Village		
Name of Requestor/Applicant	Kathy Burnam			Title	Special Events & Community Relations		
Address	1200 W. Retta Esplanade	City	Punta Gorda	State	FL	Zip	33950
Phone #'s	[redacted]		[redacted]	Email address	[redacted]		
STREET/SIDEWALK CLOSURE Marion Avenue / Olympia/ Maud Street – as determined by public works personnel							
Event date	December 31, 2025 – January 1, 2026						
Event Hours	From: as determined by Public Works Dept. ☐ AM 6 ☐ PM			TO: 12:30 ☐ AM ☐ PM			

EVENT PERMITTEE MUST CONTACT PUBLIC WORKS PERSONNEL 5 DAYS PRIOR TO THE EVENT TO CONFIRM EVENT DETAILS FOR MAINTENANCE OF TRAFFIC (MOT). FAILURE TO DO SO MAY RESULT IN A MINIMUM OF A $250.00 EQUIPMENT RENTAL FEE.

I, Kathy Burnam _____ as authorized representative

Of Fishermen's Village _____ (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Facilities Maintenance Division and its employees will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

_____ 8/25/25

Signature Authorized Representative Date

Punta Gorda

Off Duty Vendor Contract
CONDITIONS OF PERMIT
PUBLIC WORKS DEPARTMENT
Right-of-Way Division Personnel

The following are general conditions regarding Right-of-Way Division related services:

1. Applicant must complete and submit the Street Closure application with the event permit application a minimum of 60 days prior to the event date.
2. It is the applicant's responsibility to contact the Right-of-Way Division a minimum of 60 days prior to the event to discuss Maintenance of Traffic needs.
3. FDOT permit may be required.
4. The City of Punta Gorda Right-of-Way Division has final selection of all employees who work extra-duty details.
5. If a Maintenance of Traffic plan is provided by the City of Punta Gorda Right-of-Way Division, additional charges ***may*** apply.
6. Contractual services for Public Works personnel for MOT does NOT include any required Police or Fire personnel. Those services will include a separate contract for each department.
7. Payment is due within ten (10) days after the event date. Failure to submit payment within the ten (10) days, future event requests may be denied and could result in a legal collections process.
8. Cancelation of services by the Permittee (person/event requesting service) MUST be made at least five (5) days in advance. Failure to do so will result in the City of Punta Gorda Public Works Department billing permittee a $250.00 equipment rental fee.

I have read, understand and agree to the above listed conditions.

Kathy Burnam _____ 8/25/25

Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail — Date

CITY OF PUNTA GORDA

ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
PGcode@CityofPuntaGordaFL.com

AMERICANS WITH DISABILITIES CHECKLIST

Attention Event Permit Applicants & Participants:

The following Americans with Disabilities Act (ADA) checklist requirements shall apply to all special events permitted by the City of Punta Gorda:

- ✓ All vendors have the name of the event's designated ADA Coordinator and procedures to handle requests for accommodations.
- ✓ An accessible route from site arrival points and an accessible entrance have been provided.
    - o As much as possible, the accessible route should be the same route used by other participants.
    - o Once a route has been mapped out, it must be identified with signs if it deviates from paths used by the general public. (Be at least 36 inches wide)
    - o All vendors have received the event layout outlining the accessible route and are aware that it MUST be maintained at all times.
- ✓ The layout of the event should allow people with disabilities to attain goods and services and participate in activities without assistant.
    - o Front-line staff at information and ticketing areas must have a thorough knowledge of accessible features and services offered by the event and a general sensitivity to disability issues.
- ✓ The entrance gate, main desk, or information booth must be accessible in the design and location of the space and in the information provided.
- ✓ Vendors MUST modify policies and procedures to ensure they do not discriminate against persons with disabilities. Vendors may:
    - o be required to leave their booths briefly to assist someone with limited hand dexterity in reaching their money, or need to take items from an inaccessible area to an interested individual in order to allow the individual to evaluate and select merchandise or to participate in an activity offered.
- ✓ If there is a "no pet" policy it MUST be modified to allow service animals to assist persons with disabilities in performing one or more tasks related.
- ✓ If portable toilets are provided for use by event participants, a minimum of five percent of all units, but never less than one unit, must be accessible.
- ✓ Signage is needed to direct the public to the location of accessible parking spaces, passenger drop-off points and transit stops and accessible entrances and gates. Signs should include the international symbol of accessibility, use easy-to-read typefaces, and be large enough to be readfrom a distance.
- ✓ Accessible parking spaces must be level and adjoin an accessible route to entrances. Accessible parking spaces should be placed as close as possible to the accessible entrance served by the parking area to minimize the need for a person with a disability to travel long distances to merely arrive at the entrance.

Florida's Harborside Hometown

- If temporary parking lots, grass fields or dirt lots, etc. are going to be used as temporary parking areas, accessible spaces must be created and held in reserve for people withdisabilities.

✓ If shuttles or other modes of transportation are made available at the event, the mode of transportation MUST also be available to those with disabilities.

✓ If the event provides seating, viewing, or assembly areas a designated section should be made available for those with disabilities.

Event organizer & ADA Coordinator shall provide a signed copy of this document to the Urban Design Division in acknowledgement and full understanding of the above stated ADA requirements that all event organizers must abide by.

For more information on planning for making temporary events accessible to people with disabilities visit https://adata.org/publication/temporary-events-guide

Event Name	NYE Celebration/Fireworks Display	**Organization**	Fishermen's Village
Event Date(s)	12/31/25 – 1/1/26	**Event Time(s)**	6 pm until 12:30 a.m.

Name of Requestor/Applicant		**Designated ADA Coordinator**	
Name	Kathy Burnam	**Name**	Patti Allen
Title	Special Events & Community Relations	**Title**	General Manager
Phone #	[redacted]	**Phone #**	[redacted]
Email	[redacted]	**Email**	[redacted]
Address	Fishermen's Village 1200 W. Retta Esplanade Punta Gorda, FL 33950	**Address**	Fishermen's Village 1200 W. Retta Esplanade Punta Gorda, FL 33950

I, Kathy Burnam as authorized representative hereby acknowledge that I ~~have read and understand the attached "Conditions of Permit"~~ and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, ***by signing this form the event coordinator & ADA coordinator insures that all participants/vendors of the event have received a copy of ADA requirements and clearly understands each applicable requirement listed above.***

Kathy Burnam — Signature Authorized Representative

8/25/25 — Date

Street closures and detours for this event

Street closures are as follows, Olympia Ave between Henry St and Maud St, and Maud St between Olympia Ave and Henry St. Detours will be used where needed. Snow fence will be installed in the right of way where needed on Marion Ave, Olympia Ave and Maud St.

Please see map attached.



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives

Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To	ATF - Chief, FELC 244 Needy Road Martinsburg, WV 25405-9431	License/Permit Number	**1-FL-061-23-5L-01157**
Chief, Federal Explosives Licensing Center (FELC)	Mamie Howard	Expiration Date	**November 1, 2025**

Name
ANGRY UNICORN IMPORTS

Premises Address (Changes? Notify the FELC at least 10 days before the move.)
4260 AMELIA PLANTATION COURT
VERO BEACH, FL 32967-

Type of License or Permit
23-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement
The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)
EXPLOSIVE TOUCH ENTERPRISES LLC
ANGRY UNICORN IMPORTS
4260 AMELIA PLANTATION COURT
VERO BEACH, FL 32967-

EJ Weppel	President/Owner
Licensee/Permittee/Responsible Person Signature	Position/Title
E.J Weppel IV	11/1/2022
Printed Name	Date

Previous Edition is Obsolete EXPLOSIVE TOUCH ENTERPRISES LLC 4260 AMELIA PLANTATION COURT 32967-1-FL-061-23-5L-01157 November 1, 2025 23-IMPORTER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address *(27 CFR 555.54(a)(1))*. Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. **(The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)**

Right of Succession *(27 CFR 555.59)*. (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here ✂

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: **EXPLOSIVE TOUCH ENTERPRISES LLC**

Business Name: **ANGRY UNICORN IMPORTS**

License/Permit Number: **1-FL-061-23-5L-01157**

License/Permit Type: **23-IMPORTER OF EXPLOSIVES**

Expiration: **November 1, 2025**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

EXPLOSIVE TOUCH ENTERPRISES

Product List for Fisherman's Village NYE 2026 Fireworks Display:

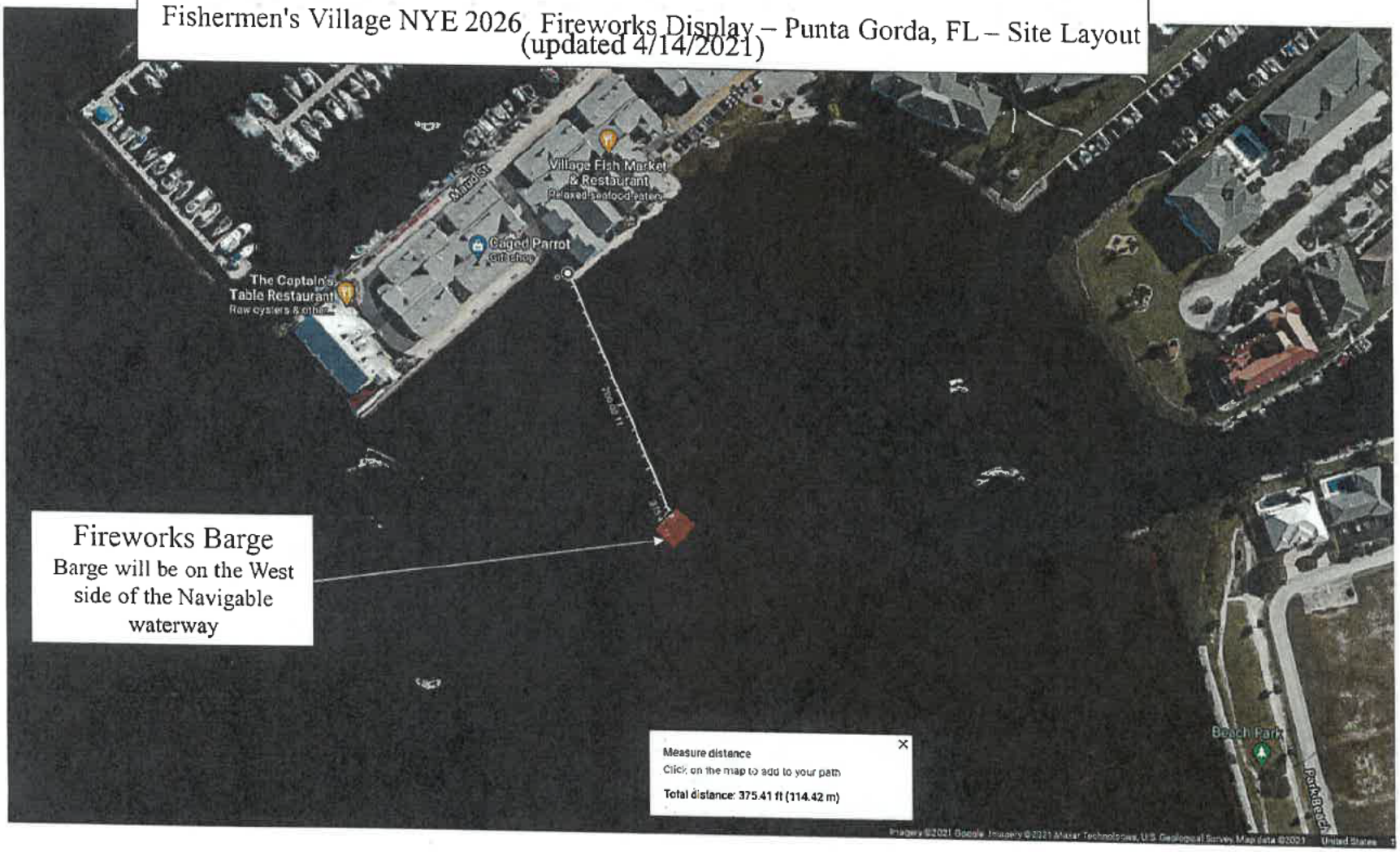
3,500- 1-2" Aerial Cake Shots

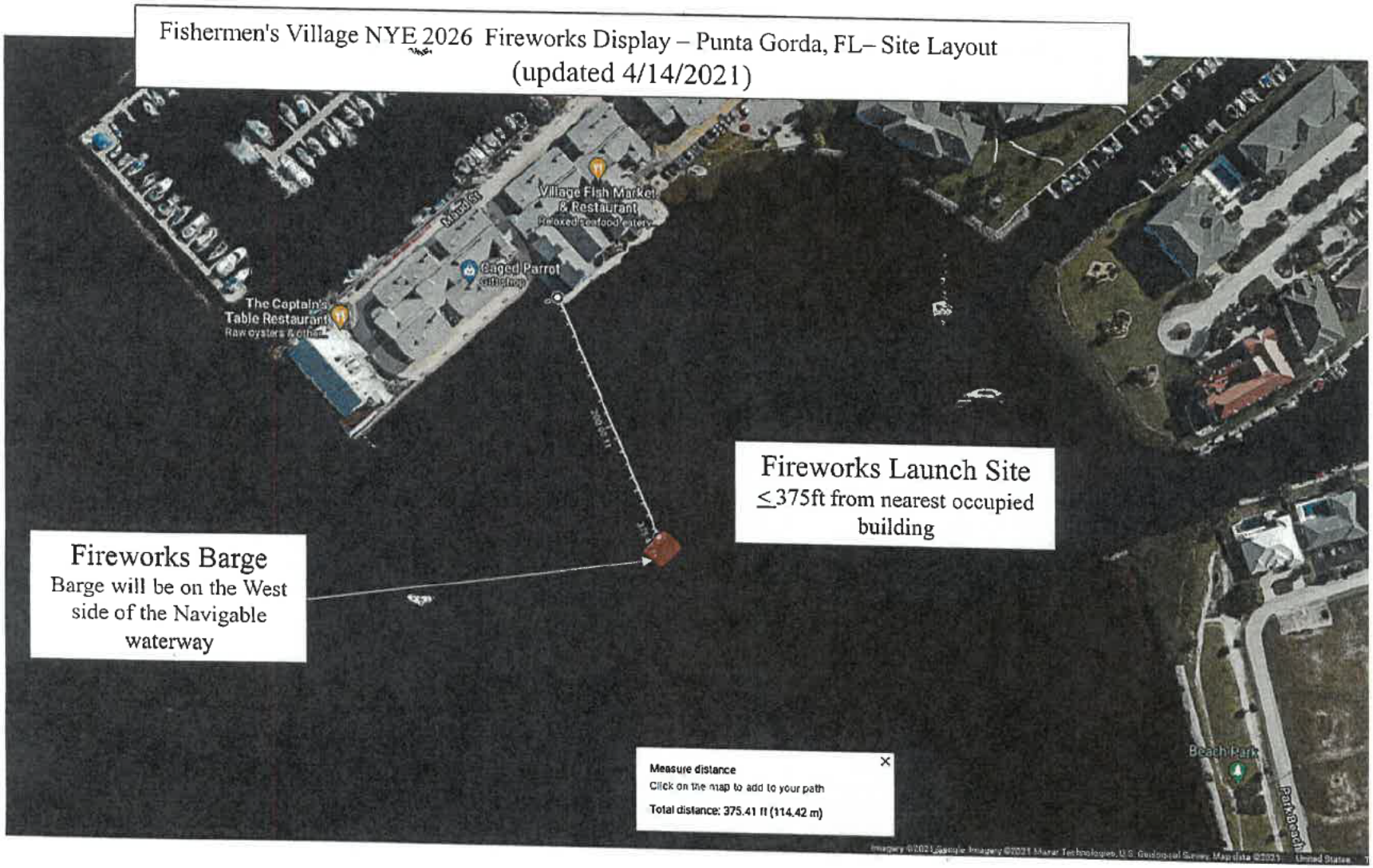
240- 2.5" Display Shells

600- 3" Display Shells

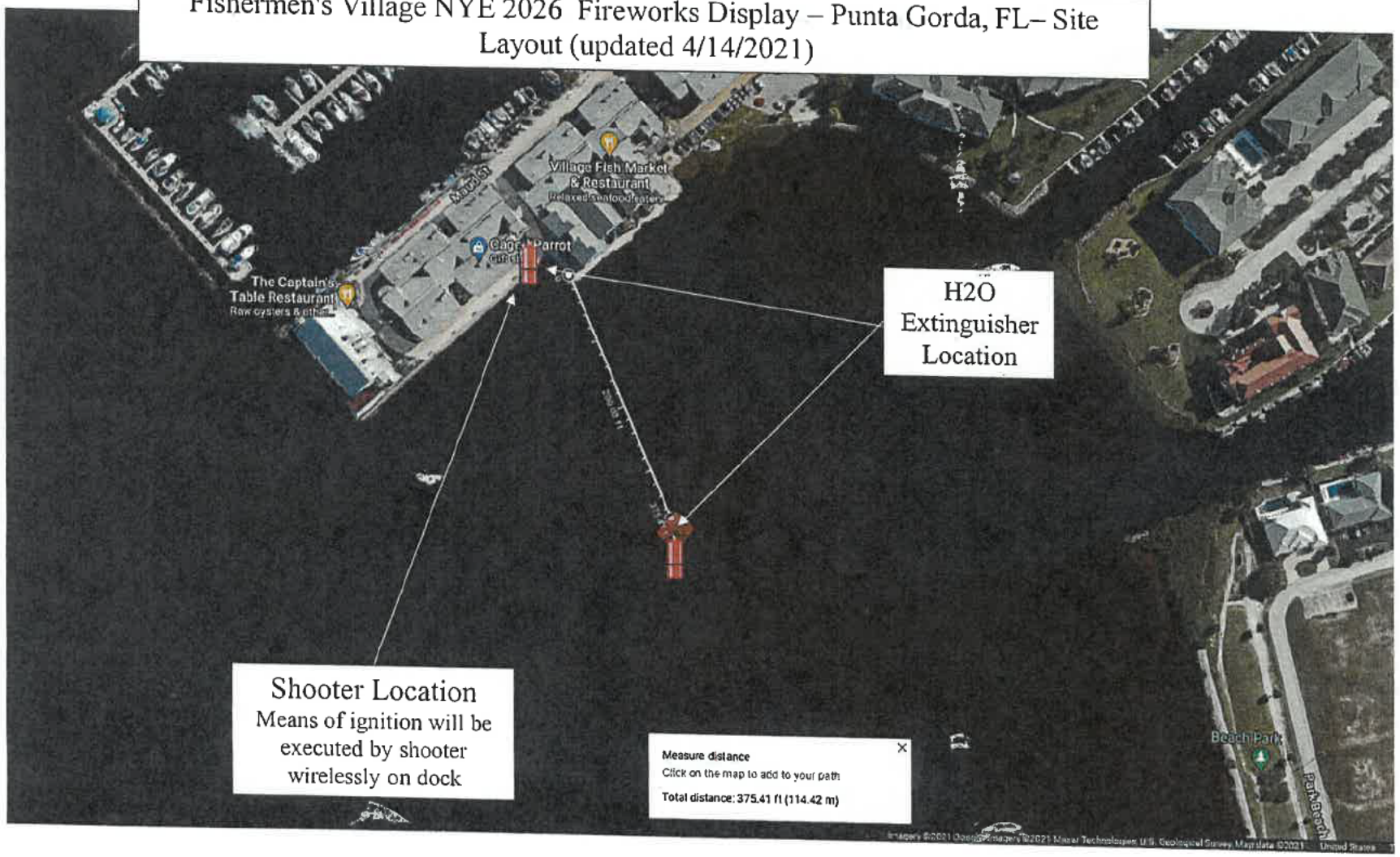
ALL DEVICES WILL BE LAUNCHED VIA ELECTRIC IGNITERS!

Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL – Site Layout (updated 4/14/2021)

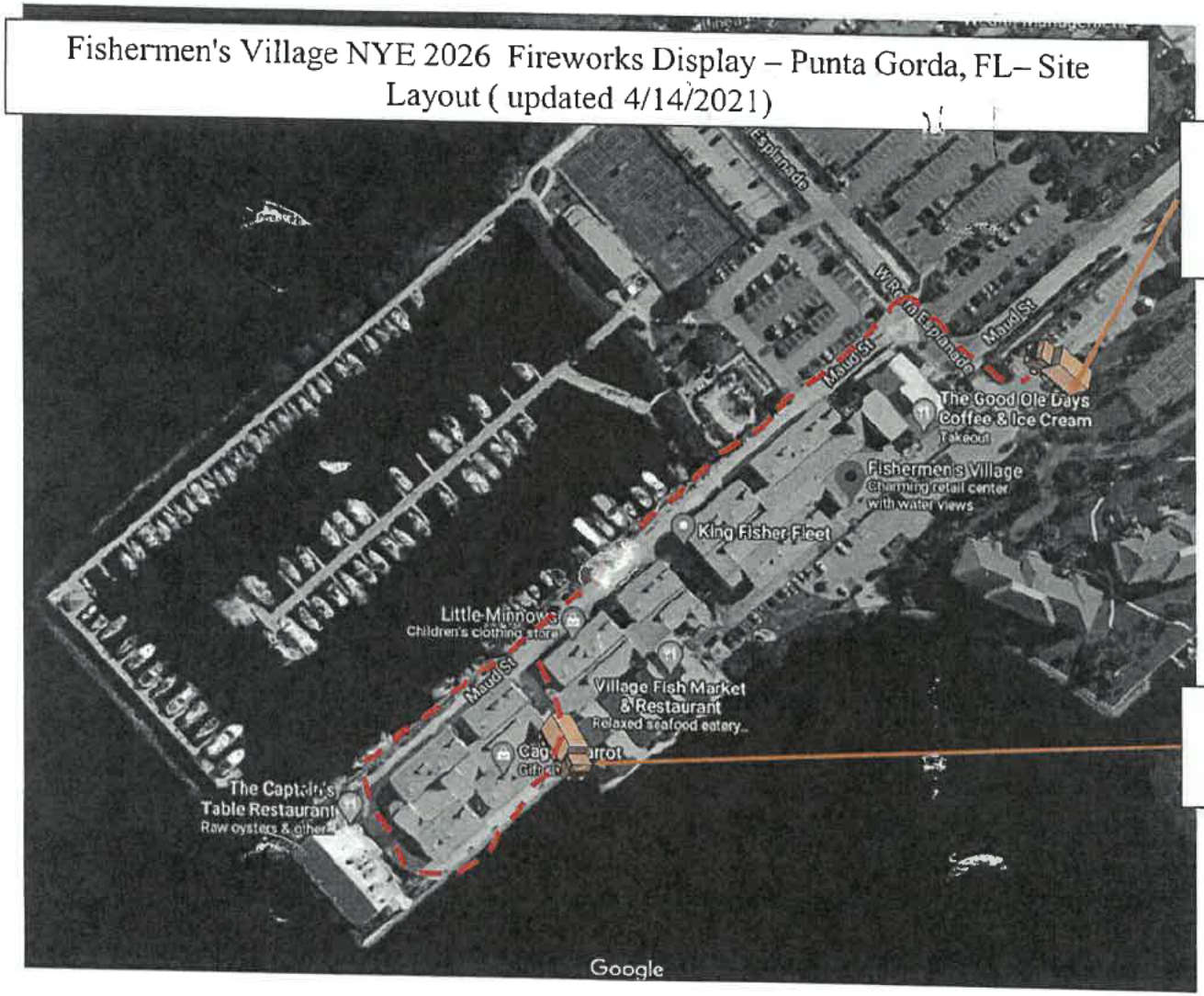



Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout
(updated 4/14/2021)
Village Fish Market & Restaurant
Caged Parrot
The Captain's Table Restaurant
Raw oysters & other
Fireworks Launch Site
≤375ft from nearest occupied building
Fireworks Barge
Barge will be on the West side of the Navigable waterway
Measure distance
Click on the map to add to your path
Total distance: 375.41 ft (114.42 m)
Beach Park
Park Beach

Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



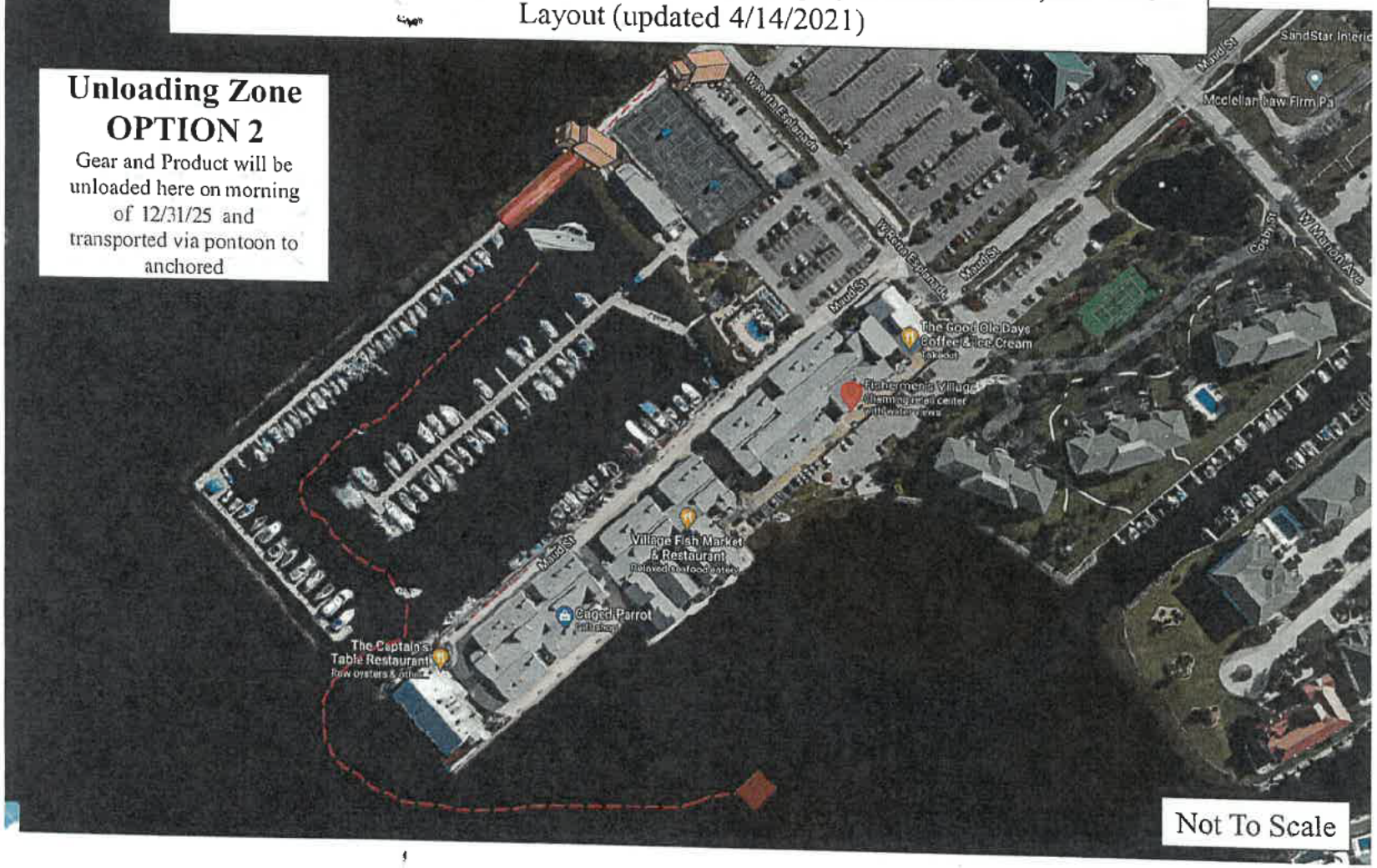
Empty Truck Location
Once unloaded truck will be parked in parking lot

Unloading Zone
Gear and Product will be unloaded at dock location

Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



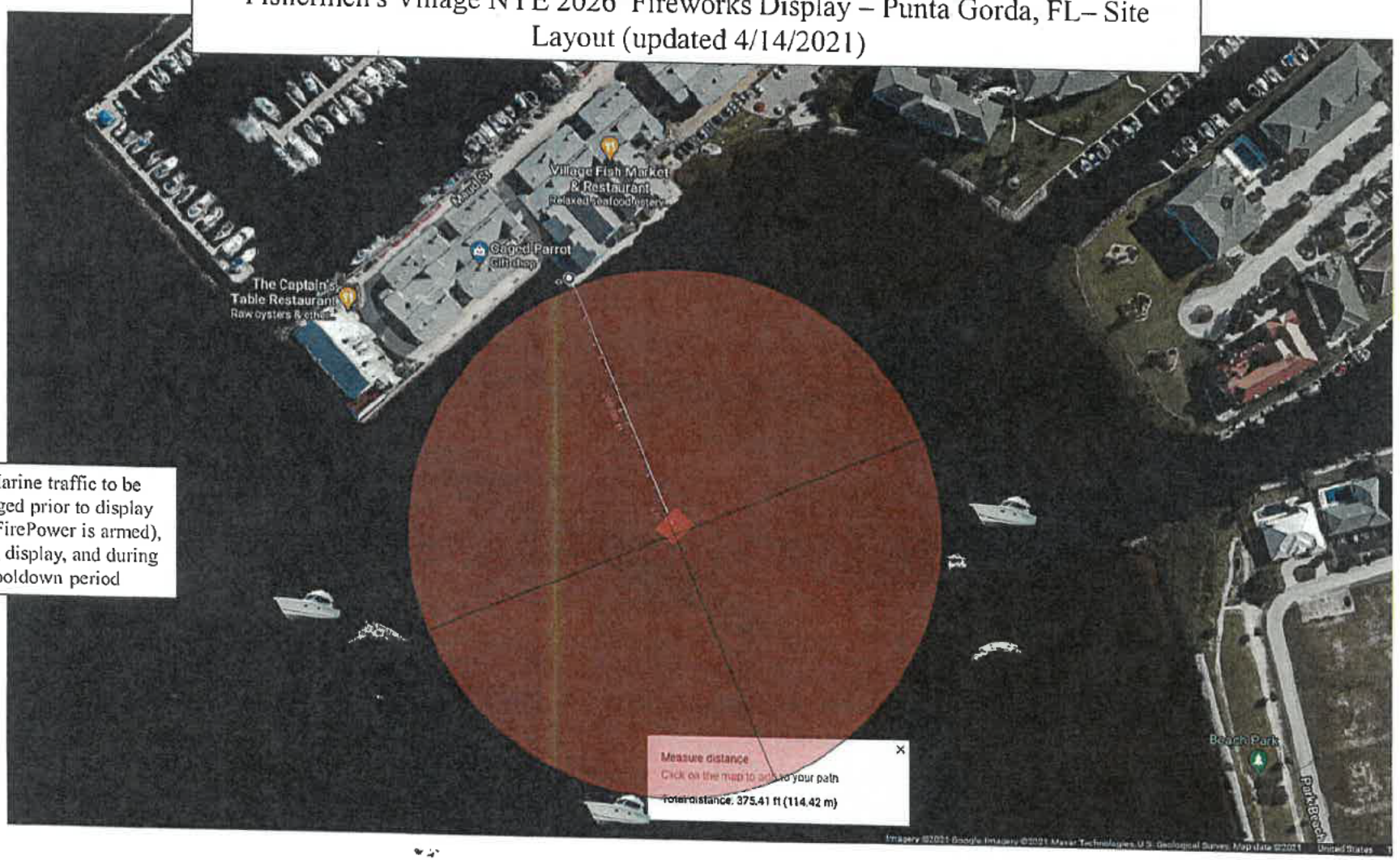
Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



Fishermen's Village NYE 2026 Fireworks Display – Punta Gorda, FL– Site Layout (updated 4/14/2021)



**Marine traffic to be managed prior to display (once FirePower is armed), during display, and during cooldown period

EXPLOSIVE TOUCH ENTERPRISES

Material Safety Data Sheet

Date Prepared: **10/31/2018**
Prepared By: EJ Weppel

From: **Explosive Touch Enterprises, LLC.**
4260 Amelia Plantation Court
Vero Beach, FL 32967

Telephone: 772-924-0940
Emergencies: **Chem-Tel Inc.**
1-800-255-3924

Display Fireworks 1.3G UN0335

Section 1- Hazardous Ingredients/ Identity Information

Contains Pyrotechnic Compositions that are mixtures of solid oxidizers and fuels that are contained in paper and cardboard containers. No Hazard exists during normal handling and storage.
OSHA PEL- N/A
ACGIH TLV- N/A
OTHER LIMITS- N/A

Section 2- Physical/ Chemical Characteristics

Boiling Point: N/A

Specific Gravity: N/A

Vapor Pressure: N/A

Melting Point: N/A

Vapor Density: N/A

Evaporation Point: N/A

Solubility in Water: N/A

Appearance and Odor: Pyrotechnic Compositions are contained in paper or cardboard casings. These casings may be shaped as cylinders, balls or tubes. Odor is not apparent.

Section 3- Fire & Explosion Hazard Data

Flash Point: N/A

Flammable Limits: N/A

LEL: N/A

UEL: N/A

Extinguishing Methods: Deluge with large quantities of water ASAP. This should be performed with a FIRE HOSE from a PROTECTED location. Materials are self-oxidizing.

Special Fire Fighting Procedures: Do not attempt to fight a fire in the immediate area of 1.3G Fireworks. **Evacuate the area immediately.**

Unusual Fire & Explosion Hazards: Display Fireworks 1.3G may MASS EXPLODE in a fire. Do not allow fireworks to get wet as hazardous decomposition may result in a fire or explosion.

Section 4- Reactivity Data

Stability: Stable

Conditions to Avoid: Open Flames, Sparks, High Temperatures, Friction or Impact.

Incompatibility: Do not allow fireworks to get wet.

Hazardous Decomposition or Byproducts: Decomposition does not occur under normal circumstances. Smoke generated by fireworks may contain gasses that are irritating to the eyes or mucous membranes. Prolonged exposure and inhalation of smoke may cause shortness of breath or more serious problems when a chronic respiratory condition exists.

Hazardous Polymerization: Will not occur.

Conditions to Avoid: Storage in High Temperatures, moist & wet conditions. Keep away from open flame or sparks.

Section 5- Health Hazard Data

Route(s) of Entry: N/A **Inhalation: N/A** **Skin: N/A** **Ingestion: N/A**

Health Hazards (Acute & Chronic): N/A

Carcinogenicity: N/A **NTP: N/A** **IARC Monographs: N/A**

OSHA regulated: NO

Signs and Symptoms of Exposure: Prolonged exposure to smoke that is generated during normal use of fireworks may cause irritation to eyes and to mucous membranes.

Medical Conditions generally aggravated by exposure: Eye sensitivity, respiratory conditions.

Emergency and First Aid Procedure: Eyes should be flushed with water. Move to fresh air and avoid additional inhalation of smoke.

Section 6- Precautions for Safe Handling and Use

Steps to be taken in case material is released or spilled: If fireworks are spilled, carefully pick up the material and place in a cardboard carton. Keep OPEN FLAMES and sparks away in addition to No Smoking.

Waste Disposal Method: Fireworks that fail to go off should be soaked in a bucket of water and returned to the source where it was obtained. Dry components or powder should be carefully swept up and placed in cardboard container and then soaked in water. **Burning of fireworks waste must be performed in compliance with local and state laws.**

Precautions in Handling & Storing: Keep from OPEN FLAMES, NO SMOKING; AVOID IMPACT of MATERIALS AND CONTAINERS OF MATERIALS. STORE FIREWORKS IN A

COOL AND DRY ENVIRONMENT. DISPLAY FIREWORKS 1.3G MUST BE STORED AND TRANSPORTED IN COMPLIANCE WITH ALL FEDERAL, STATE & LOCAL LAWS.

Other Precautions: Display Fireworks 1.3G UN0335 can cause SERIOUS INJURY OR DEATH. They should only be handled by properly trained and qualified personnel. When shooting these fireworks, PERSONNEL SHOULD WEAR PROPER EYE PROTECTION, HEAD PROTECTION AND NON-SYNTHETIC CLOTHING.



Section 7- Control Measures

Respiratory Protection: N/A

Ventilation: N/A **Local Exhaust: N/A** **Special: N/A**

Mechanical: N/A **Other: N/A**

Protective Gloves: N/A **Eye Protection:** When shooting Display Fireworks 1.3G

Other Protective Clothing or Equipment: Protective Head Gear and Non-Synthetic clothing should be worn when shooting Display Fireworks 1.3G.

Work/ Hygienic Practices: Store Fireworks in a Cool, Dry & Well Ventilated Area. Protect against Physical damage and moisture. Fireworks should be isolated from all heat sources, sparks & open flames. No Smoking

Material Safety Data Sheet
May be used to comply with OSHA's Hazard Communication Standard, 29 CFR 1910 1200. Standard must be consulted for specific requirements.

U.S. Department of Labor
Occupational Safety and Health Administration
(Non-Mandatory Form)
Form Approved
OMB No. 1218-0072

IDENTITY
Consumer Fireworks 1.4G

Note: Blank spaces are not permitted. If any item is not applicable or no information is available, the space must be marked to indicate that.

Section I

Manufacturer's name	Emergency Telephone Number
Jiangxi Panda Fireworks Co., Ltd.	1-800-255-3924(CONTRACT NUMBER: MIS0005713)
Address *(Number, Street, City, State and ZIP Code)*	Telephone Number for Information
	86-731-8361-6669
No. 271 Liuyang Avenue, Liuyang	Date Prepared 03/12/2009
Hunan, 410300 China	Signature of Preparer *(optional)*

Section II—Hazardous Ingredients/Identity Information

Hazardous Components (Specific Chemical Identity, Common Name(s))	OSHA PEL	ACGIH TLV	Other Limits Recommended	% (optional)
1.4G UN0336 PG II				
Contains pyrotechnic composition- a solid mixture oxidizer and fuel that will burn if ignited. These items are classified as 1.4G explosive by DOT.				

Section III—Physical/Chemical Characteristics

Boiling Point	n/a	Specific Gravity (H_20 = 1)	n/a
Vapor Pressure (mm Hg)	n/a	Melting Point	n/a
Vapor Density (AIR = 1)	n/a	Evaporation Rate (Butyl Acetate = 1)	n/a

Solubility in Water

Appearance and Odor All pyrotechnic composition is contained in a cardboard casing.

Section IV—Fire and Explosion Hazard Data

Flash Point (Method Used) n/a	Flammable Limits n/a	LEL n/a	UEL n/a

Extinguishing Media Flood with water if a small amount of fireworks is involved.

Special Fire Fighting Procedures Do not sue suffocation methods- devices contain their own oxygen.

If a large amount of fireworks are involved, allow them to burn and prevent spread of fire.

Unusual Fire and Explosion Hazards Fireworks will burn rapidly in the event of fire.

(Reproduce locally) OSHA 174 Sept. 1985

Section V—Reactivity Data

Stability			Conditions to Avoid
	Unstable	☐	
	Stable	☒	

Incompatibility *(Materials to Avoid)* Exposure to water may cause items to deteriorate

Hazardous Decomposition or Byproducts Smoke, nitrogen oxides and sulfur oxides may be produced in a fire.

Hazardous Polymerization			Conditions to Avoid
	May Occur	☐	
	Will Not Occur	☒	

Section VI—Health Hazard Data

Route(s) of Entry Inhalation? ☐ Skin? ☐ Ingestion? ☐

Health Hazards *(Acute and Chronic)* Exposure to finished items does not pose any health hazard.

Carcinogenicity No NTP? No IARC Monographs? No OSHA Regulated? No

Signs and Symptoms of Exposure n/a

Medical Conditions Generally Aggravated by Exposure n/a

Emergency and First Aid Procedures n/a

Section VII—Precautions for Safe Handling and Use

Steps to Be Taken in Case Material Is Released or Spilled

No smoking or open flames in vicinity of spilled material. Carefully pickup and place spilled items in cardboard cartons. Sweep up any exposed chemical composition with a natural fiber brush.

Waste Disposal Method

In accordance with local, state, and federal regulations.

Precautions to Be Taken in Handling and Storing

Avoid open flames, smoking, and high temperatures (above 120 F). Keep shipping cartons cool and dry.

Other Precautions

None.

Section VII—Control Measures

Respiratory Protection *(Specify Type)* None required when handling finished items.

Ventilation			
	Local Exhaust n/a	Special n/a	
	Mechanical *(General)* n/a	Other n/a	

Protective Gloves None required Eye Protection n/a

Other Protective Clothing or Equipment n/a

Work/Hygienic Practices No smoking in vicinity of fireworks.

U.S.G.P.O.: 1986-491-529/45775

Permit Application for the Use of Pyrotechnic Displays

30 Calendar Days Advance Notice Required

Please print to fill in all sections except those underlined as office use only.

Date of show starting: January 1st, 2026	Date of show ending: January 1st, 2026
Show Name: Fishermens Village NYE 2026 NYE 2024	
Show Address: 1200 W Retta Esplanade Pundta Gorda, FL 33950	
Name of Contact: Kathy Burnam	
Ceiling Height (ft): 300'	Minimum distances to audience provided (ft): 210'

Pyrotechnic Vendor (Applicant):

Business Name: Explosive Touch Enterprises, LLC.	
Business Address: 4260 Amelia Plantation Court Vero Beach, FL 32967	
Telephone #: 1-800-590-7929 or 407-234-0270	Fax #:
Email: info@explosivetouch.com	

Operator's Name: Ryan Richards	
Permanent Address: 12856 Strode Lane Windermere, FL 34786	
Telephone #: [redacted]	Drivers Lice[redacted]
Age: [redacted]	Date of Birth[redacted]
Federal License #: 1-FL-061-23-5L-01157	
Board Certificate Insurance in the amount of: $1,000,000.00	

All applicants may be subject to background checks at the discretion of the permitting authority.

☐ Check here if Additional Operators and Assistants will be present at the show and attach Form A with the required information. Proof of Identification will be required at the time of arrival and set-up for all Operators and Assistants. Only those pre-approved on the applications will be permitted on site.

Checklist of attachments to be provided with this request:

Fill in all sections except those underlined as Office use only.

Applicant to check each provided	Attachments	This colum for Office Use: Approved	Disapproved
☑	Copy of valid ATF and\or State Explosives License.	☐	☐
☑	Copy of Valid Drivers Licenses for all operators and assistants.	☐	☐
☑	Detailed overall site diagram with seating configuration and information outlined in the Guidelines. Include building features, exits, scale, requested staging areas etc.	☐	☐
☑	Stage Plot with device positioning and number, fall out zones, extinguisher locations, controls, etc. Detail minimum distances to performers and audience.	☐	☐

Applicant to check each provided	Attachments Continued	This colum for Office Use	
		Approved	Disapproved
☑	Proof of fire retardancy for all proposed stage scenery, backdrops, and clothing (to be obtain from sponsor to attach here)	☐	☐
☑	Timeline schedule and Que List for the day of event for delivery, set-up, discharge, and clean up.	☐	☐
☑	At least 2 letters of reference from recent events.	☐	☐
☑	MSDS's for all proposed effects.	☐	☐
☑	Details for means of ignition and location control points.	☐	☐
☑	Details for delivery, storage, security, and safety precautions.	☐	☐
☑	Details for site inspection after display and clean-up of debris or remaining material.	☐	☐
☑	Details on the number, type and location of fire extinguisher provided by the Applicant.	☐	☐
☑	Proof of General Liability Insurance for the pyrotechnics display in an amount not less than $1,000,000 per occurrence. The Board of Trustees, The Florida Division of State Fire Marshal Bureau of Fire Prevention, and the State of Florida shall be listed as additionally insured including other sponsors or entities such as and individual facility management companies as needed.	☐	☐
☐	Other:	☐	☐
☐	Other:	☐	☐

Additional Operators and Assistants:

Operator's \ Assistant's Name: Molly Watson	
Permanent Address: [redacted]	[redacted]
Telephone #: [redacted]	Drivers License #: [redacted]
Age: 32	Date of Birth: [redacted]
Federal License #:	

Operator's \ Assistant's Name: PJ Rossi	
Permanent Address: [redacted]	
Telephone #: [redacted]	Drivers License #: [redacted]
Age: 44	Date of Birth: [redacted]
Federal License #:	

Operator's \ Assistant's Name:	
Permanent Address:	
Telephone #:	Drivers License #:
Age:	Date of Birth:
Federal License #:	

Operator's \ Assistant's Name:	
Permanent Address:	
Telephone #:	Drivers License #:
Age:	Date of Birth:
Federal License #:	

Operator's \ Assistant's Name:	
Permanent Address:	
Telephone #:	Drivers License #:
Age:	Date of Birth:
Federal License #:	

Operator's \ Assistant's Name:	
Permanent Address:	
Telephone #:	Drivers License #:
Age:	Date of Birth:
Federal License #:	

Operator's \ Assistant's Name:	
Permanent Address:	
Telephone #:	Drivers License #:
Age:	Date of Birth:
Federal License #:	

Proof of Identification will be required at the time of arrival and set-up for all Operators and Assistants. Make additional copies of this page as needed.



DEVELOPMENT REVIEW COMMITTEE
CITY OF PUNTA GORDA
10/24/2025

PERMIT REVIEW

Title:	**25-195583 - Mr. Swindles - February 2nd-9th 2026 - Laishley Park
Funds:	
Recommended Action:	For staff review.
Summary:	A 90 minute theatrical performance held under a tent featuring artist from all over the world. Two performances will be held daily.
Department/Division:	Urban Design

EXHIBITS:

1. Application

CITY OF PUNTA GORDA
~~PARK RENTAL & EVENTS~~
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
ParkRental@CityofPuntaGordaFL.com
(941) 575-3367

EVENT PERMIT APPLICATION

IMPORTANT: Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Punta Gorda. Please be aware that approval does not exempt the applicant from any County, State or Federal criteria which may apply to such event or activity. Non-refundable application fee shall be paid at time of application or the application will be returned. Rental fees will be paid at approval of the event request. All questions must be answered, incomplete applications will be rejected. Signature must be notarized or application will be rejected. For further information, contact the Urban Design Division.

EVENTS REQUESTING TO CLOSE THE HARBORWALK FOR AN EVENT, REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED AND LISTED IN THE EVENT APPLICATION PACKAGE. IF THE EVENT IS APPROVED TO CLOSE THE HARBORWALK, THE EVENT ORGANIZER MUST PLACE DETOUR SIGNS A MINIMUM OF 24 HOURS PRIOR TO CLOSURE INFORMING THE PUBLIC OF THE CLOSURE OF HARBORWALK AND OFFERING A DETOUR TO THE ROUTE. EVENT ORGANIZER *MUST* SUPPLY THEIR OWN DETOUR SIGNS, AFTER SUBMITTING A DIGITAL COPY OF THE SIGN, AND SIGN LOCATION PLACEMENT FOR APPROVAL.

DATE RECEIVED: 9/24/2025	**PERMIT NO:** 25-195583
Application Fee: $50.00 (DUE AT TIME OF APPLICATION)	**DRC DATE:**

Name of Event	The Great Mr. Swindle's Traveling Peculiarium®
Applicant or Organization	Salto Entertainment, LLC
Event Date(s)	February 2-9, 2026

Type: If event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged the for-profit rate. Attach copy of non-profit status with IRS certification or copy of the State of Florida tax exemption certificate.

☐ For profit ☐ Not-for-profit (type _____, provide IRS certification) ☒ Joint Event

Name of Responsible Party	Allison Blei			Title	EVP		
Address	[redacted]	City	Englewood	State	Florida	Zip	34223
Phone #'s	[redacted]			Email address	[redacted]		
Description of Event	A 90-minute theatrical performance held under a tent featuring artists from all over the world. Two performances will be held daily.						

Event Location:
Indicate all areas intending to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or a parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets and trash containers/ dumpsters as well as layout of event. In addition, an accessible route site plan is required and must include all elements outlined on the ADA Checklist provided in the event manual.

Gilchrist Park	Laishley Park	Ponce de Leon Park
☐ Open Space/Event Lawn ☐ Gazebo ☐ Large Shelter ☐ Small Shelter ☐ Exclusive Use (Specify) _____ ☐ Other (Specify)_____	☒ Open Space ☐ Open Air Pavilion ☐ Gazebo ☐ Exclusive Use (Specify) _____ ☐ Other (Specify)_____	☐ Open Space ☐ Large Shelter ☐ Open Air Chapel ☐ Exclusive Use (Specify) _____ ☐ Other (Specify)_____

Set up Time			Event Time			Clean Up Time		
Date	From	To	Date	From	To	Date	From	To
2/2/26	8:00am	10:00pm	2/5/26	3:30pm	9:00pm	2/8/26	5:00pm	10:00pm
2/3/26	8:00am	10:00pm	2/6 & 2/7	3:30pm	9:00pm	2/9/26	8:00am	8:00pm
2/4/26	8:00m	10:00pm	2/8/26	11:00am	5:00pm			

Has this event been held in the Past?	☐ No ☒ Yes – When 2019,2020,2023,2024,2025 In attendance 370 per performance		
Anticipated Crowd Size for this event	370 per performance	Peak Hours 4pm	
Will there be a charge for Parking	☑ No ☐ Yes	Will off-site parking be provided	☐ No ☑ Yes
Will any type of "shuttle" service from parking to entrance be provided?	☒ No ☐ Yes –By whom_____ If yes, will the shuttle equipped for those with disabilities? ☐ No ☐ Yes		
Will there be amplified music or entertainment?	☐ No ☑ Yes	Will any street(s) or sidewalk(s) be closed?	☑ No ☐ Yes
Are off-premise directional signs or other types of advertising devices being requested?			☐ No ☑ Yes
Will tents or canopies be used?	☐ No ☒ Yes – How Many? 2 What Size? 23 meters & 30'x60'		
Will alcoholic beverages be sold or consumed on the premises?	☐ No ☒ Yes – Alcoholic Beverage Permit Holder Kiwanis Club of Punta Gorda		
Are Fireworks planned?	☑ No ☐ Yes	Does the applicant own the property where the event is to be held?	☑ No ☐ Yes
Will private security be provided to protect exhibits, equipment or facilities brought on-site for this event	☒ No ☐ Yes – Name of Security Company _____		
Will food be cooked and/or catered on-site during this event?	☐ No ☑ Yes – has the Health Department been contacted ☐ No ☑ Yes		
Will temporary sanitary facilities be provided?	☐ No ☑ Yes	*Portable toilets and portable hand washing facilities are REQUIRED for ANY event serving/selling food and/or beverages. (Only exception is in Laishley Park)	

*If portable toilets are provided for use by event participants, a minimum of five percent of all units, but never less than one unit, must be accessible. Where clusters of portable units are provided at various locations around the event site, five percent of the units in each cluster should be accessible. They should be equipped with all the accessible elements required by the Standards such as maneuvering space, grab bars, toilet paper dispensers within reach, etc. In addition, when all units are not accessible, the International Symbol of Accessibility must be posted on the units that are.

Will disposable cardboard trash receptacles be provided?	☐ No ☒ Yes
Will additional refuse containers/dumpsters be provided? (If serving food a dumpster is required)	☐ No ☒ Yes – By whom? Salto Entertainment
Are live animals going to be part of this event?	☑ No ☐ Yes – Type? _____ How Many? _____
Who is the event's designated ADA Coordinator responsible for ensuring event is accessible to those with disabilities?	Name: Allison Blei Phone: [redacted] Email Address: [redacted]
Will Punta Gorda Personnel be Requested?	Police ☐ No ☑ Yes; Fire ☒ No ☐ Yes; Public Works ☐ No ☒ Yes

Events on City Property. Please provide the City of Punta Gorda with a Certificate of Insurance for property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of $1,000,000 per occurrence and Property Damage liability as follows: ***$100,000 for Ponce de Leon; $500,000 for Gilchrist & Laishley Park****, must be provided prior to permit approval*

Do you have the appropriate insurance?	☐ No ☐ N/A ☒ Yes	Is the City named as an additional insured?	☐ No ☐ N/A ☒ Yes
Does this event require the use of Water?	☐ No ☒ Yes	Does this event require the use of Electric?	☐ No ☒ Yes

Telephone service shall be available on site of event for emergency purposes. Indicate the arrangements you have made for communications on-site during event. List the name of contact person responsible the day(s) of event

Name	Allison Blei			Title	EVP		
Address	[redacted]	City	Englewood	State	FL	Zip	34223
Phone #'s	[redacted]			Email address	[redacted]		

During review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as set forth in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend and hold harmless the City of Punta Gorda, its agents, employees, officers and any and all other associates, from and against any and all actions, in law or in equity, from liability or claims for damages, demands or judgments to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

NOTARIAL CERTIFICATE - ACKNOWLEDGEMENT

Signature: [signature] Organization: Salto Entertainment, LLC

Type or Printed Name & Title: Allison Blei, EVP Date: 9/12/25

State of Florida
County of ~~Charlotte~~ Sarasota

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization this day of Sept 12th, 20 25, by Allison Blei, who is personally known to me or who has produced Driver License as identification.

[signature]
(Signature of Notary)

BETH STIFFEL
Commission # HH 379081
Expires July 26, 2027

CITY OF PUNTA GORDA

ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
Zoning@CityofPuntaGordaFL.com

OFF PREMISES SIGN PERMIT APPLICATION

DATE RECEIVED:	PERMIT NO:
Application Fee: $25.00 (DUE AT TIME OF APPLICATION)	DRC DATE:

Event Name	Mr. Swindle's Traveling Peculiarium			Event Date(s)	Feb 2-9, 2026		
Name of Requestor	Allison Blei			Title	EVP		
Address	954-445-7309 [redacted]	City	Englewood	State	Florida	Zip	34223
Phone #'s	[redacted]			Email address	[redacted]		
Total number of signs being requested	8			Dimension of Signs	18" x 24"		
What Map Location will be used?	☑ Map #1	☐ Map #2	☐ Map #3	☐ Map #4			
Date(s) signs are requested	Feb 2-9, 2026						
Description of Event	A 90-minute theater production under a big top tent.						

Event Location:
Indicate all areas intending to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or a parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets and trash containers/ dumpsters as well as layout of event

Gilchrist Park	Laishley Park	Ponce de Leon Park
☐ Open Space/Event Lawn ☐ Gazebo ☐ Large Shelter ☐ Small Shelter ☐ Exclusive Use (Specify) _____ ☐ Other (Specify)_____	☑ Open Space ☐ Open Air Pavilion ☐ Gazebo ☐ Exclusive Use (Specify) _____ ☐ Other (Specify)_____	☐ Open Space ☐ Large Shelter Open Air ☐ Chapel Exclusive Use ☐ (Specify) _____ ☐ Other (Specify)_____

Set up Time		
Date	From	To
Feb 2-9, 2026	8am	9pm

Telephone service shall be available on site of event for emergency purposes. Indicate the arrangements you have made for communications on-site during event. List the name of contact person responsible the day(s) of event

Name	Allison Blei		Title	EVP	
Address	[redacted]		State	FL	Zip 34223
Phone #'s	[redacted]	Email address	[redacted]		

During review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as set forth in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend and hold harmless the City of Punta Gorda, its agents, employees, officers and any and all other associates, from and against any and all actions, in law or in equity, from liability or claims for damages, demands or judgments to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

NOTARIAL CERTIFICATE - ACKNOWLEDGEMENT

[signature]
Signature

Salto Entertainment, LLC
Organization

Allison Blei, EVP
Type or Printed Name & Title

9/12/25
Date

State of Florida
County of ~~Charlotte~~ Sarasota

The foregoing instrument was acknowledged before me by means of [X] physical presence or [ ] online notarization this day of Sept 12th, 20 25, by Allison Blei, who is personally known to me or who has produced dr. lic. license as identification.

[signature]
(Signature of Notary)

BETH STIFFEL
Commission # HH 379081
Expires July 26, 2027

CITY OF PUNTA GORDA

FIRE DEPARTMENT
1410 TAMIAMI TRAIL
PUNTA GORDA, FL 33950
(941) 575-5529
CityofPuntaGordaFL.com

SPECIAL EVENT SAFETY CHECKLIST

Attention Event Permit Applicants & Participants:

The following fire safety requirements shall apply to all special events in the City of Punta Gorda.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ Use of electrical or gas powered equipment will be required to have a fire retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming and any flammable hazards will be required to have a State certified (state tagged) portable fire extinguisher mounted within the vendor area. All fire extinguishers will be a minimum size of 5 pounds, ABC type.
- ✓ All vendors cooking with oils or grease type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water and where they pass through pedestrian areas shall be secured, as to not cause trip hazards.

Jennifer J. Molnar,
Fire Marshal, PGFD

Event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above stated fire safety requirements that all event participants must abide by

All VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT

By signing this form the event coordinator insures that all participants/vendors of the event have received a copy of these listed requirements and clearly understands each applicable requirement listed.

Name	Allison Blei			Title	EVP		
Address	[redacted]			State	Florida	Zip	34223
Phone #'s	[redacted]		Email address	[redacted]			
Event Name	Mr. Swindle's Traveling Peculiarium	Event Date	Feb 2-9, 2026	Event Time	3:30pm to 9pm		

Signature

Allison Blei
Type or Printed Name & Title

Salto Entertainment, LLC
Organization

9/12/25
Date

Florida's Harborside Hometown

CITY OF PUNTA GORDA

ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
Zoning@CityofPuntaGordaFL.com

LAISHLEY PARK RENTAL CONTRACT

Levels of sound, music, and noise produced at the authorized event shall not exceed levels which are unreasonably loud, raucous, jarring, or disturbing, to a reasonable person of ordinary sensibilities as determined by City of Punta Gorda law enforcement officers. If at any time a City of Punta Gorda law enforcement officer determines that this standard has been violated, said officer shall have the authority to require the Event Organizer, or any agent thereof, to take all necessary and appropriate actions to prevent further violations of this standard. If, the Event Organizer, or any agent thereof, fails to obey the orders of the law enforcement officer, Event Organizer will be required to present any future events to City Council for review prior to approval.

The event organizer has been informed that all events at Laishley Park, including nonmusical events, must be completely closed by 10:00 pm. If any event wishes to continue past 10:00 pm, Special Council Approval is required.

The event organizer has been informed that either snow fencing or sufficient ribbon and stakes must be placed along both sides of the entrance to Harborwalk Condominiums by the event organizer or his/her designee, a minimum of 24-hours prior to the event to prevent vehicles from parking in that area.

EVENTS REQUESTING TO CLOSE THE HARBORWALK FOR AN EVENT, REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED AND LISTED IN THE EVENT APPLICATION PACKAGE. IF THE EVENT IS APPROVED TO CLOSE THE HARBORWALK, THE EVENT ORGANIZER MUST PLACE DETOUR SIGNS A MINIMUM OF 24 HOURS PRIOR TO CLOSURE INFORMING THE PUBLIC OF THE CLOSURE OF HARBORWALK AND OFFERING A DETOUR TO THE ROUTE. EVENT ORGANIZER *MUST* SUPPLY THEIR OWN DETOUR SIGNS, AFTER SUBMITTING A DIGITAL COPY OF THE SIGN, AND SIGN LOCATION PLACEMENT FOR APPROVAL.

Name	Salto Entertainment, LLC - Allison Blei			Title	EVP		
Address	[redacted]	City	Englewood	State	Florida	Zip	34223
Phone #'s	[redacted]		Email address	[redacted]			
Event Name	Mr. Swindle's Traveling Peculiarium	Event Date	Feb 2-9, 2026	Event Time	Various to		

NOTARIAL CERTIFICATE – ACKNOWLEDGEMENT

I, the undersigned, being first duly sworn, testify and say that I hereby agree to all conditions and regulation set forth in the event manual, application and contract as adopted by City Council.

ABlei
Signature of Owner or Authorized Agent

Print Name Allison Blei

Date 9/12/25

State of Florida
County of ~~Charlotte~~ Sarasota

The foregoing instrument was acknowledged before me by means of [X] physical presence or [ ] online notarization this day of Sept 12th, 2025, by Allison Blei, who is personally known to me or who has produced Driver license as identification.

(Signature of Notary) Beth Stiffel

BETH STIFFEL
Commission # HH 379081
Expires July 26, 2027
(Seal)

CITY OF PUNTA GORDA

POLICE DEPARTMENT
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-5533
CityofPuntaGordaFL.com

OFF DUTY VENDOR CONTRACT – POLICE DEPARTMENT

PERMITTEE							
Event Name	Mr. Swindle's Traveling Peculiarium	Organization	Salto Entertainment, LLC				
Name of Permittee/Vendor	Allison Blei	Title	EVP				
Address	[redacted]	City	Florida	State	Florida	Zip 34223	
Phone #'s	[redacted]			Email address	[redacted]		

DATE(S) SERVICE IS NEEDED							
Hours	From: See Schedule	☐ AM	☐ PM	TO: See Schedule	☐ AM	☐ PM	

Numberofofficersrequested		Per hour for Officer (two hour minimum)		TotalCharge
1	X	See Schedule	=	$

ALL FEES WILL BE PAID PER THE CURRENT CITY'S CALCULATED RATE FOR THE CITY EMPLOYEE AT THE TIME OF THE EVENT. PLEASE CONTACT EACH DEPARTMENT FOR THE CURRENT CITY'S CALCULATED RATE.

PAYMENTS WILL BE MADE WITHIN TEN (10) DAYS OF THE EVENT UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. IF THE PERMITTEE/VENDOR CANCELS THE DETAIL ON THE DAY OF THE EVENT, A THREE (3) HOUR MINIMUM PER OFFICER WILL BE CHARGED.

Description of service to be provided	Patroling area both inside + outside tent. Please Check in on box office at arrival/ to receive
Report to	Allison Blei 954-445-7309

I, Allison Blei as authorized representative of Salto Entertainment (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these condition in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Police Department and its member will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Signature Authorized Representative of Vendor — Date: 9/12/25

The above application for permit is hereby granted, and above application together with the attached "Conditions of Permit are hereby adopted, by reference, and are made part of and constitute terms and conditions of this permit. Expiration date of this permit

Signature City Representative — Date — Permit Number

ALL PERMITS MUST BE OBTAINED 10 DAYS PRIOR TO THE EVENT DATE

Punta Gorda

Off Duty Vendor Contract
CONDITIONS OF PERMIT
Extra-Duty Law Enforcement/Security Related Services

The following are general conditions that the person/business requesting Extra-Duty Law Enforcement/Security:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 8:00am-4:30pm), contact must be made with the Operations Captain on duty by calling 941-575-5533.
2. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a law enforcement officer, is in violation of State or Federal law or Office policy.
3. The rate charged an employer for extra-duty law enforcement security related services shall be standardized hourly rate established by the City of Punta Gorda Police Department which shall include compensation of personnel, any applicable employment taxes, and any administrative costs to administer the program.
4. Payment for any services directly to the member is strictly prohibited. The City of Punta Gorda Police Department will be responsible for collecting such payment and making disbursement to the member.
5. Extra Duty law enforcement services shall be performed within the boundaries and jurisdiction of Punta Gorda.
6. The person/business making the request for Extra-Duty law enforcement services, may request a particular member to work the detail, however the City of Punta Gorda Police Department has final selection of all members who work extra-duty law enforcement details.
7. If no particular member is requesting to work the Extra-Duty law enforcement detail, the City of Punta Gorda Police Department reserves the right to forward the contract to the Charlotte County Sheriff's Office and the person/business holding the event will be billed at the Charlotte County Sheriff's Office current billing rate.
8. The person/business requesting the extra-duty law enforcement service will make payment within ten (10) days of the service being performed. Payment will be made to the City of Punta Gorda Police Department and will accompany the application for request of services.
9. Cancellations of service by the Permittee (person/business requesting service) MUST be made during normal business hours (Monday through Friday 7:30 a.m. to 4:00 p.m.) at least 2 full business days before the scheduled event. No cancellations will be accepted on weekends, holidays, or after 4:00 p.m. Notification of cancellations must be made via email to: nnahra@cityofpuntagordafl.com and jdavoult@cityofpuntagordafl.com. For the unforeseen issues after normal business hours, call our Communications Center at 941-639-4111. Failure to do so will result in the City of Punta Gorda Police Department billing permittee for three (3) hours minimum for administrative cost.
10. If the employment has been sanctioned and authorized as provided in this policy, liability and Worker's Compensation Insurance Coverage provided by the Police Department will be in effect if the off-duty officer sustains an injury whileenforcingthecriminal,trafficorpenallawoftheStateorCityordinances while the member is performing extra-duty law enforcement/security related employment.
11. All permits must be obtained 10 days in advance. In emergency situations, exceptions may be made by the program administrator.

I have read, understand and agree to the above listed conditions.

PUNTA GORDA POLICE DEPARTMENT

A State Accredited Excelsior Law Enforcement Agency

December 4, 2024

To: Extra Duty Police Officer Hiring Entities

Based on the Collective Bargaining Agreement, there have been changes made to the Punta Gorda Police Department's Extra Duty Police Officer hiring program. These changes will be effective December 4, 2024. This will include a rate increase to hire off duty police officers. Below is a list of the changes.

Revised rates:

Regular Security Events: **$70 per hour** (three hour minimum)

Regular Security Events Supervisor* **$80 per hour** (three hour minimum)

*Supervisor is required when five or more officers are requested or required for an event

Traffic Control Details where primary responsibility is to cross pedestrians or direct vehicles: **$78 per hour** (three hour minimum)

Holiday/Last Minute Details (details not providing three full business days notice): **$89 per hour** (three hour minimum)

Holidays include:	New Year's Eve	New Year's Day	Martin Luther King Day
	President's Day	Easter Sunday	Memorial Day
	Independence Day	Labor Day	Veterans Day
	Thanksgiving Day	Black Friday (Day after Thanksgiving)	
	Christmas Eve	Christmas Day	

Cancellation of service: must be made during normal business hours (Monday through Friday 7:30 a.m. to 4:00 p.m.) at least two full business days before the scheduled event. No cancellations will be accepted on weekends, holidays, or after 4:00 p.m. Notification of cancellations must be made via email to: nnahra@cityofpuntagordafl.com and jdavoult@cityofpuntagordafl.com. For unforeseen issues after normal business hours, call our Communications Center at 941-639-4111.

	9/12/25
Signature of Permitee/Vendor/Employer Requesting Extra Duty Detail	Date

CITY OF PUNTA GORDA

FACILITIES MAINTENANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
Facilities Supervisor(941) 575-5041
CityofPuntaGordaFL.com

FACILITIES MAINTENANCE DIVISION VENDOR CONTRACT

PERMITTEE							
Event Name	Mr. Swindle's Traveling Peculiarium			Organization	Salto Entertainment, LLC		
Name of Requestor/Applicant	Allison Blei			Title	EVP		
Address	[redacted]			State	Florida	Zip	34223
Phone #'s	[redacted]			Email address	[redacted]		

DATE(S) SERVICE IS NEEDED							
Hours	From: 2/2/26	☑ AM	☐ PM	TO: 2/9/26	☑ AM	☐ PM	

PERMITTEE REQUIRED TO CONTACT FACILITIES A ***MINIMUM*** OF 2 WEEKS PRIOR TO DISCUSS SERVICES NEEDED FOR WATER & ELECTRICITY AND IN WHAT AREAS/LOCATION.

Water	Describe Need	Water for dressing room trailers and concession area.
	Area/Location	Laishley Park
Electricity	Describe Need	Electrical power for LED lights, concession machines, and dressing room trailers.
	Area/Location	Laishley Park

FACILITIES MAINTENANCE DIVISION WILL MEET WITH EVENT PERMITTEE 24-48 HOURS PRIOR TO THE EVENT TO TRANSFER KEYS, CODES AND COMBINATIONS FOR UTILITES ACCESS. FAILURE TO DO SO MAY RESULT IN A MINIMUM OF TWO (2) HOURS OVERTIME CHARGE OF $50.00 PER HOUR

I, Allison Blei as authorized representative

Of Salto Entertainment, LLC (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, that Punta Gorda Facilities Maintenance Division and its employees will not be held liable for damages or injuries by Permittee that may be caused be a third party in connection with services provided under this permit.

Signature Authorized Representative

9/12/25
Date

Punta Gorda

Off Duty Vendor Contract

CONDITIONS OF PERMIT Facilities Division Related Services

The following are general conditions regarding Facilities Division related services:

1. It is the applicant's responsibility to contact the Facilities Maintenance Division a ***minimum*** of 2 weeks (10 business days) prior to the event to discuss water & electric needs and service availability.
2. Facilities Maintenance Division will meet with the applicant 24-48 hours prior to the event, during normal business hours (M-F 7:00am-3:30pm), to transfer keys, codes, and utility access to the applicant.
3. If City restroom facilities are being used, it is the responsibility of the applicant clean and restock all paper products – Facilities Maintenance will provide the necessary supplies.
4. It is the applicant's responsibility to remove all trash related to the event.
5. It is the applicant's responsibility to return any keys to Facilities Maintenance Division within 24 hours after the event.
    a. Failure to return key(s) within 24 hours may result in a forfeiture of a portion of the damage deposit
    b. If key(s) are lost or damaged the applicant will be required to pay a replacement fee of $50.00
6. If you require assistance from a Facilities Employee after normal business hours (M-F 7:00am-3:30pm), contact must be made with the after-hours employee by calling 941-637-3299.
7. Facilities Employee(s) will, with-in reason, after being contacted, be onsite to restore/repair utilities/services.
8. Any employee called out to restore/repair utilities/services due to damage (not normal wear and tear) shall charge the rental/event permittee for time dispatched until the employees' returns.
9. The City of Punta Gorda Facilities Division has final selection of all employees who work extra-duty details.
10. Cancellation of services by the Permittee (person/event requesting service) MUST be made at least 48 hours in advance. Failure to do so will result in the City of Punta Gorda Facilities Department billing permittee for two (2) hours minimum for administrative cost.

I have read, understand and agree to the above listed conditions.

Signature of Public or Private Permittee

9/12/25

Date

CITY OF PUNTA GORDA

ZONING & CODE COMPLIANCE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
PGcode@CityofPuntaGordaFL.com

AMERICANS WITH DISABILITIES CHECKLIST

Attention Event Permit Applicants & Participants:

The following Americans with Disabilities Act (ADA) checklist requirements shall apply to all special events permitted by the City of Punta Gorda:

- ✓ All vendors have the name of the event's designated ADA Coordinator and procedures to handle requests for accommodations.
- ✓ An accessible route from site arrival points and an accessible entrance have been provided.
    - As much as possible, the accessible route should be the same route used by other participants.
    - Once a route has been mapped out, it must be identified with signs if it deviates from paths used by the general public. (Be at least 36 inches wide)
    - All vendors have received the event layout outlining the accessible route and are aware that it MUST be maintained at all times.
- ✓ The layout of the event should allow people with disabilities to attain goods and services and participate in activities without assistant.
    - Front-line staff at information and ticketing areas must have a thorough knowledge of accessible features and services offered by the event and a general sensitivity to disability issues.
- ✓ The entrance gate, main desk, or information booth must be accessible in the design and location of the space and in the information provided.
- ✓ Vendors MUST modify policies and procedures to ensure they do not discriminate against persons with disabilities. Vendors may:
    - be required to leave their booths briefly to assist someone with limited hand dexterity in reaching their money, or need to take items from an inaccessible area to an interested individual in order to allow the individual to evaluate and select merchandise or to participate in an activity offered.
- ✓ If there is a "no pet" policy it MUST be modified to allow service animals to assist persons with disabilities in performing one or more tasks related.
- ✓ If portable toilets are provided for use by event participants, a minimum of five percent of all units, but never less than one unit, must be accessible.
- ✓ Signage is needed to direct the public to the location of accessible parking spaces, passenger drop-off points and transit stops and accessible entrances and gates. Signs should include the international symbol of accessibility, use easy-to-read typefaces, and be large enough to be read from a distance.
- ✓ Accessible parking spaces must be level and adjoin an accessible route to entrances. Accessible parking spaces should be placed as close as possible to the accessible entrance served by the parking area to minimize the need for a person with a disability to travel long distances to merely arrive at the entrance.

- If temporary parking lots, grass fields or dirt lots, etc. are going to be used as temporary parking areas, accessible spaces must be created and held in reserve for people with disabilities.

✓ If shuttles or other modes of transportation are made available at the event, the mode of transportation MUST also be available to those with disabilities.

✓ If the event provides seating, viewing, or assembly areas a designated section should be made available for those with disabilities.

Event organizer & ADA Coordinator shall provide a signed copy of this document to the Urban Design Division in acknowledgement and full understanding of the above stated ADA requirements that all event organizers must abide by.

For more information on planning for making temporary events accessible to people with disabilities visit https://adata.org/publication/temporary-events-guide

Event Name	Mr. Swindle's Traveling Peculiarium	**Organization**	Salto Entertainment, LLC
Event Date(s)	Feb 2-10, 2026	**Event Time(s)**	See Schedule

Name of Requestor/Applicant		**Designated ADA Coordinator**	
Name	Allison Blei	**Name**	Allison Blei
Title	EVP	**Title**	EVP
Phone #	[redacted]	**Phone #**	[redacted]
Email		**Email**	
Address		**Address**	

I, Allison Blei as authorized representative hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued at a result of this application. In addition, ***by signing this form the event coordinator & ADA coordinator insures that all participants/vendors of the event have received a copy of ADA requirements and clearly understands each applicable requirement listed above.***

Signature Authorized Representative

9/12/25
Date

FLAME RETARDANT

Fabric Registration

LICENSE NUMBER: F-044408

PRECONTRAINT 702 BLACKOUT

Product Marketed by:

SERGE FERRARI
ZONE INDUSTRIELLE BP54 38352 LA TOUR DU PIN
CEDEX
, ,

Issue Date : 05/19/2025
Expiration Date : 06/30/2026

This product meets the minimum requirements of flame resistance established by the California State Fire Marshal for products identified in Section 13115, California Health and Safety Code. The scope of the approved use of this product is provided in the current edition of the CALIFORNIA APPROVED LIST OF FLAME RETARDANT CHEMICALS AND FABRICS, GENERAL AND LIMITED APPLICATIONS CONCERNS published by the California State Fire Marshal.

CWalker

Issued By Cortney Walker
Fire Engineering License Manager
Fire Engineering & Investigations Division

Reviewed and Approved By Patricia Setter
Program Coordinator
Fire Engineering & Investigations Division

OFFICE OF THE STATE FIRE MARSHAL

Please visit uatcalfire.govmotus.org for more information on Licensing and Permitting with CAL FIRE

THE GREAT MR. SWINDLE'S TRAVELING PECULIARIUM & DRINK-ORY GARDEN®

A SALTO ENTERTAINMENT, LLC PRODUCTION

Event Details Dated: August 1, 2025
Location: Laishley Park, 100 Nesbit Street, Punta Gorda, FL
Note: The requirements herein are subject to change.

Head Office:
1811 Englewood Rd, #234
Englewood, FL 34223
941-445-7309

www.mrswindles.com
info@mrswindles.com

EVENT DETAILS

Dates:
See Exhibit A.

Tents:

TENT USE	SIZE	DETAILS
Performance Tent	23 Meters	See Exhibit B
Foyer Tent	30' x 60'	

ONSITE EQUIPMENT:

Generator	100KW	Generator for the HVAC units. Rented from Sunbelt Rentals and placed more than 10' from the tent wall,
HVAC Units	(2) 25 Ton Units	Two 25 ton units will be used to cool the tent. The units are rented from Sunbelt Rentals
Tent Heaters	170,000 Btu/h per unit	Two (2) LB White Tent Heaters will be for the performance tent and placed 10' from the tent wall and ducted in.
*Restroom Trailer	1 Trailer	1 Restroom Trailer, minimum 4 men, 4 women and 1 ADA compliant will be placed onsite.
Dumpster	One unit	Event will bring a Dumpster.
Trash Cans	10 units	Ten (10) trash cans will be placed inside the "drink-ory garden" area
Dressing Rooms	2 Units	The event will have two Self Contained Dressing Room Trailers parked backstage for the performers.
Semi-Trailer & Flat Bed	2 Units	The event will have one 53' trailer and one 53' flat bed parked backstage.
Tables, Seating, Benches	Various	Various tables, chairs and benches will be placed inside the "drink-ory garden" area for guests.
Fencing	Temporary Fencing	The entire event area will be fenced in with 6' and 3' tall temporary fencing.

Additional Information:

- **Capacity**: 440 guests per performance.
- **ADA Seating:** Four ADA reserved seats per performance.
- **Performance Length:** Each performance is 90 minutes long

Fire Extinguishers:

- Two 10lb Fire Extinguishers will be located inside the Tent
- All fire extinguishers are mounted two feet from the ground and have signage.
- All fire extinguishers are dated and tagged by a Licensed Fire Equipment Company.

Exit Signs:

- The Performance Tent has one, 7'8" wide, main entrance/exit.
- There are five additional, 7'8" wide, emergency exits.
- All exits are marked as such with signage.
- Exit signs are illuminated at all times.
- The emergency exits doors/curtains are arranged to be opened readily from egress side when the tent is occupied.

No Smoking Signs:

- No smoking signs are posted onsite.
- A no smoking announcement is made prior to the start of every performance.

First Aid:

- A First aid kit will be located at the on-site ticket tent.

Concession Vendors:

- Salto Entertainment are the food and beverage vendors and will provide the concessions located inside the Drink- Ory Garden.
- Two (2) 10lb fire extinguishers will be placed near the concessions area.
- All fire extinguishers are dated and tagged by a Licensed Fire Equipment Company.
- There will be no cooking with Fryers onsite.

Lighting:

- All of the events lighting will be illuminating the tent, the drink-ory garden and the immediate site.
- House lighting is backed up with an uninterruptable power supply battery backup system which means that all house lights will remain illuminated in case of a power outage.

Electricity:

- The event will use the current power onsite.

Emergency Vehicle Access:

- There is a 25'wide with a vertical clearance of 13'6" access path surrounding the front half of the for an Emergency Vehicle.

Effects/Flame-Proofing:

- NO OPEN FLAME IS USED IN THIS PRODUCTION.
- Fire-proof certificates are carried by the Production Manager and are available upon request.

Exhibit A
PERFORMANCE SCHEDULE

Mr. Swindle's Traveling Peculiarium & Drink-Ory Garden®
a Salto Entertainment, LLC Production
Performance Schedule
Location: Punta Gorda, FL Last Updated: 9/15/25

The schedule of load in and rehearshals of the Production at the Venue are as follows:

Dates	Hours	Details
Monday, February 02, 2026	10am-10pm	Load in Date
Tuesday, February 03, 2026	8am-10pm	Setup
Wednesday, February 04, 2026	8am-10pm	Setup

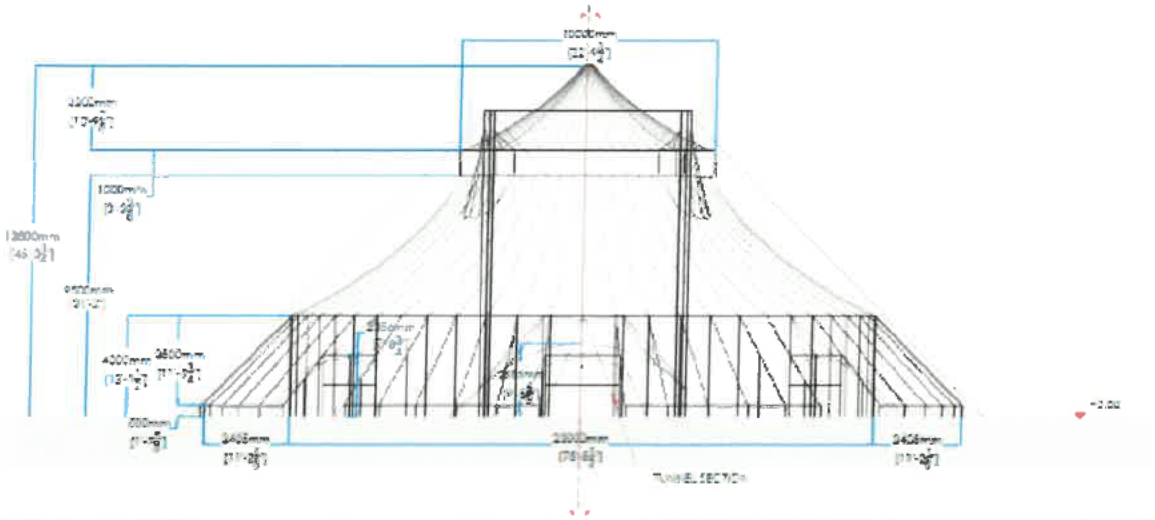
Performance Schedule. Subject to Change:

Week 1		
Dates	**Showtimes**	**Number of Shows**
Thursday, February 05, 2026	4:30pm & 7:30pm	2
Friday, February 06, 2026	4:30pm & 7:30pm	2
Saturday, February 07, 2026	4:30pm & 7:30pm	2
Sunday, February 08, 2026	12pm & 3pm	2

The schedule of load out of the Production at the Venue are as follows:

Dates	Hours	Details
Sunday, February 08, 2026	5pm-12pm	Load Out
Monday, February 09, 2026	1:00pm	Load Out

Exhibit B
PERFROMANCE TENT SPECIFICATIONS



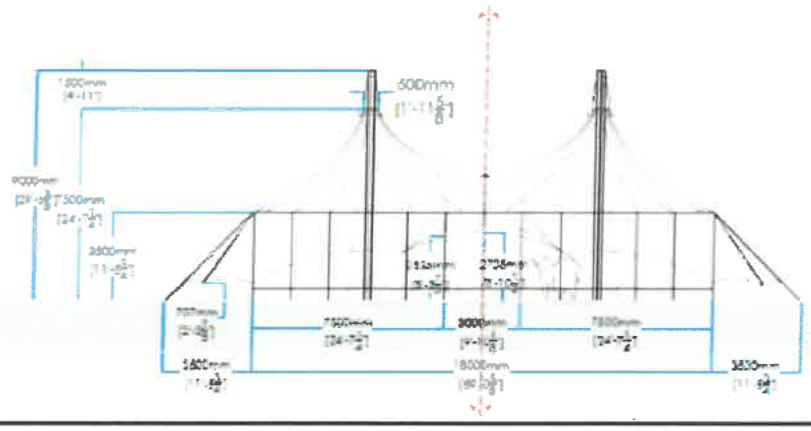
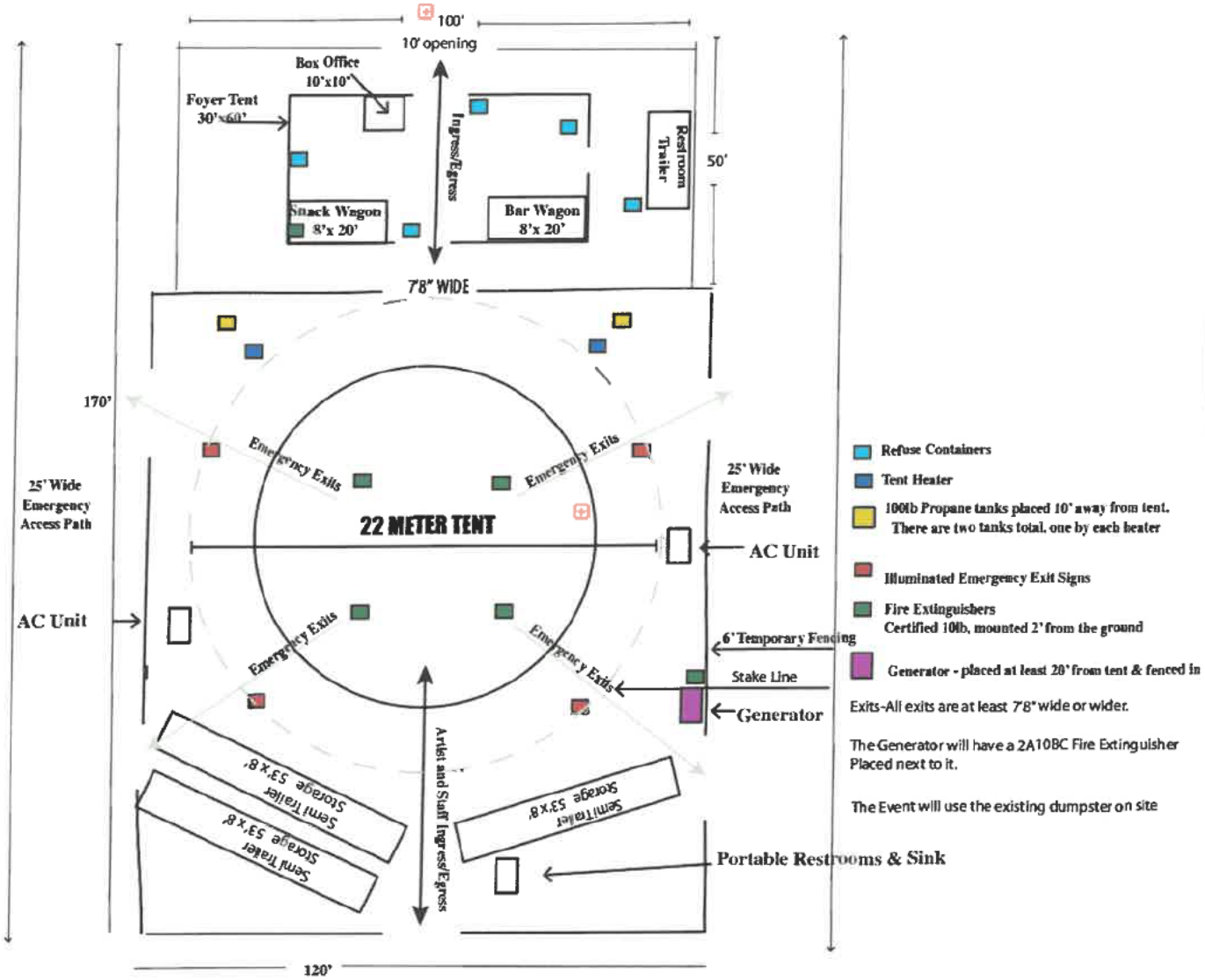


Exhibit C


22 METER TENT
Portable Restrooms & Sink
Image © 2025 Maxar Technologies

Exhibit C


100'
10' opening
Box Office
10'x10'
Foyer Tent
30'x60'
Ingress/Egress
Restroom Trailer
50'
Snack Wagon
8'x 20'
Bar Wagon
8'x 20'
78" WIDE
170'
25' Wide Emergency Access Path
Emergency Exits
22 METER TENT
25' Wide Emergency Access Path
AC Unit
AC Unit
6' Temporary Fencing
Stake Line
Generator
Artist and Staff Ingress/Egress
Semi Trailer Storage 53'x 8'
Semi Trailer Storage 53'x 8'
Semi Trailer Storage 53'x 8'
Portable Restrooms & Sink
120'
Refuse Containers
Tent Heater
100lb Propane tanks placed 10' away from tent. There are two tanks total, one by each heater
Illuminated Emergency Exit Signs
Fire Extinguishers Certified 10lb, mounted 2' from the ground
Generator - placed at least 20' from tent & fenced in
Exits-All exits are at least 78" wide or wider.
The Generator will have a 2A10BC Fire Extinguisher Placed next to it.
The Event will use the existing dumpster on site

DEVELOPMENT REVIEW COMMITTEE
CITY OF PUNTA GORDA
10/24/2025

APPLICATION REVIEW

Title: VR-01-2025 - Initial Determination of Vested Rights for those properties located at 297 E Virginia Avenue and 407 Wood Street

Funds:

Recommended Action: Pursuant to Punta Gorda Code, Chapter 27, Section 2-3(b), Criteria for vested rights determination, the following criteria shall be used to evaluate claims of vested rights: (1) Substantial good-faith investment. Showing that the applicant has made significant financial or material commitments to development of the subject property based on prior approvals; (2) Reasonable reliance. Showing that the applicant's investment was made in justifiable reliance on regulations existing at the time of the prior development approvals; (3) Governmental entity action impact. Showing that an act of a governmental entity has inordinately burdened or negatively impacted the previously approved development; and (4) Public interest consideration. Showing that recognition of vested rights would not cause significant harm to public safety, health, or welfare.

Summary: The applicant has applied for an initial determination of vested rights, pursuant to Chapter 27 of the Punta Gorda Code, for the properties located at 297 E Virginia Avenue and 407 Wood Street. The applicant proposes a 5-unit rowhouse development, platted for individual ownership, which is not permitted under the current zoning designation.

Department/Division: Urban Design

EXHIBITS:

1. Application
2. Survey, Site Plans, and Legal Desc.
3. DRC Staff Report
4. Progress Plans, Site Plans,1st and 2nd Floor Layout, Sewer Map

CITY OF PUNTA GORDA
URBAN DESIGN
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3352
Zoning@CityofPuntaGordaFL.com

APPLICATION FOR DETERMINATION OF VESTED RIGHTS

DATE RECEIVED: 8/06/2025 BJ Deemed Sufficient: 8/07/2025	~~**EXISTING** FILE #~~ VR-01-2025 **Application Fee: $1500.00**

Application and all pertinent required data (listed below) MUST be submitted with this application

1. Current Zoning and Future Land Use	TPG-NT / City City Center zoning / Traditional Neighborhood FLU RLB
2. Applicable Land Development Regulations	
3. What is your existing file number	

4. Applicant / Agent (Must be same as your original application)

Name	Don B Construction / Jason McMahan						
Address	28260 Airpark Dr. Unit 102	City	Punta Gorda	State	FL	Zip	33982
Phone	941-347-8594			Email address	office@donb-construction.com		

5. Property Address

Address	297 E Virginia & 407 Wood St	City	Punta Gorda	State	FL	Zip	33950

Parcel ID /Account #	Lot #	Block#	Section	Short Legal
412306454005 & 412306454006	1 & 2	66	6	PUG-000-0066-0001 & PUG-000-0066-0002

6. Explanation for Determintation (be specific – include all supporting documentation)

Replat of 2 lots dividing them into 5 lots for the purpose of building Row housing.

I, the undersigned, being first duly sworn, testify and say that I am the owner, attorney, attorney-in-fact, agent, lessee or representative of the owner(s) of all of the property described and which is the subject matter of the proposed hearing; that all answers to the questions in this application, and all sketches, data and other supplementary material attached to and made a part of the application are honest and true to the best of my knowledge and belief. I understand this application must be complete and accurate before the hearing can be advertised, and that I am authorized to sign the application by the owner or owners.
By submitting this application the owner(s) of the subject property does hereby grant his/her consent to the Zoning Official and his/her designee, to enter upon the subject property for the purposes of making any examinations, surveys, measurements, and inspections deemed necessary to evaluate the subject property relative to this application.

AFFIDAVIT

Signature of Owner or Authorized Agent	Print Name	Date
	Jason McMahan	8/4/25

State of Florida
County of Charlotte

The foregoing instrument was acknowledged before me by means of [✓] physical presence or [ ] online notarization this day of August 4, 20 25, by Jason McMahan, who is personally known to me or who has produced _____ as identification.

(Signature of Notary) (Seal)

Notary Public State of Florida
Tracey Wadsworth
My Commission HH 462761
Expires 3/3/2028

28260 Airpark Dr. #102
Punta Gorda, FL 33982
941-347-8594
Contractor License: CGC1518356

407 Wood Street & 297 E Virginia Ave.
Jason McMahan
office@donb-construction.com

Date: August 6, 2025

To Whom It May Concern,

Subject: **Application for Determination of Vested Rights – 407 Wood St & 297 E. Virginia Ave**
We are submitting this letter in support of our **Application for Determination of Vested Rights** related to the proposed **5-unit row housing development** across the properties located at **407 Wood Street** and **297 East Virginia Avenue**.

We respectfully request recognition of vested rights to proceed under the development regulations that were in effect at the time our project began. Over the course of the past year, we have made significant progress and financial investment in good faith reliance on those regulations, with the intent to replat the existing two parcels into five separate lots for the construction of five attached single-family homes (row houses).

Key actions supporting our vested rights include:

- **City coordination:** We held two formal meetings with city staff — on **June 27, 2024** and **February 13, 2025** — where we presented our **preliminary site plan** for the 5-unit row housing project and received guidance on the replating process and development standards.
- **Survey and engineering work:** We engaged **Bobby Welsch**, a licensed engineer, to support the replat and design process. We have completed **boundary and topographic surveys**, which are finalized and ready for replat submittal.
- **Legal descriptions and plating:** We have prepared new **legal descriptions** for the proposed five-lot configuration and have designed the site plan to conform to subdivision and zoning requirements that were active at the time of initiation.
- **Architectural planning:** Our **floorplans for the five units are finalized** and ready for permitting.

- **Financial investment:** We have incurred **approximately $28,750** in professional fees related to surveys, engineering, and design work. This investment reflects our clear and continued intent to complete the development.
- **Project reliance and preparation:** Substantial time and planning have gone into this project to meet existing development standards, and our team has worked in reliance on prior code requirements throughout the process.

We believe these actions meet the threshold for vested rights under applicable municipal and state guidelines. We are committed to completing this development responsibly and in accordance with the standards in place when the project was initiated.

Please let us know if additional documentation is required. We appreciate your time and consideration of this application and look forward to continuing to work collaboratively with the city.

Sincerely,



Jason McMahan

General Contractor

CGC1518356

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)

PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA

NOTES:

1. THIS SKETCH DOES NOT REFLECT OR DETERMINE OWNERSHIP.
2. DESCRIPTION AS FURNISHED BY CLIENT; NO SEARCH OF THE PUBLIC RECORDS WAS CONDUCTED BY THIS FIRM.
3. BEARINGS ARE BASED ON PLAT OR DEED.
4. THERE ARE NO VISIBLE ENCROACHMENTS THAN AS SHOWN.
5. THERE MAY BE OTHER EASEMENTS NOT SHOWN HEREON RECORDED IN THE PUBLIC RECORDS OF THE GOVERNING COUNTY.
6. NO DETERMINATION OF HAZARDOUS WASTE MATERIALS HAS BEEN MADE BY THIS FIRM.
7. LOCATION OF UNDERGROUND UTILITIES OR STRUCTURES NOT SHOWN UNLESS OTHERWISE NOTED.
8. SIGNOR LIMITS LIABILITY ONLY UP TO THE COST OF SURVEY.
9. THIS SURVEY IS PROTECTED BY COPYRIGHT AND ALL RIGHTS ARE RESERVED.
10. SURVEY WAS BASED ON INFORMATION PROVIDED BY CLIENT AND EXISTING MONUMENTATION.
11. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
12. THE FEMA FLOOD ZONE INFORMATION INDICATED HEREON IS BASED ON MAPS SUPPLIED BY THE FEDERAL GOVERNMENT. THIS FLOOD INFORMATION MUST BE VERIFIED BY ANOTHER SOURCE.
13. PARCEL CONTAINS 9,835 SQUARE FEET, PLUS OR MINUS.
14. ELEVATIONS AS SHOWN ARE BASED ON N.A.V.D. 1988 DATUM UNLESS OTHERWISE STATED.

LEGEND:

(A)	– ARC LENGTH
A.C.	– AIR CONDITIONER
B.O.B.	– BASIS OF BEARINGS
Ⓒ	– CABLE TV
(C)	– CALCULATED
C.B.	– CATCH BASIN
CB	– CHORD BEARING
CH	– CHORD DISTANCE
CO	– CLEANOUT
■	– CONC. MONUMENT
(D)	– DEED
D.E.	– DRAINAGE EASEMENT
D.P.U.E.	– DRAINAGE AND PUBLIC UTILITY EASEMENT
●	– SPKD – SET MAG NAIL AND DISC LB8427
EL.	– ELEVATION
EP	– EDGE OF PAVEMENT
F.H.	– FIRE HYDRANT
FND.	– FOUND
I.R.	– IRON ROD
(M)	– MEASURED
M.E.	– MAINTENANCE EASEMENT
⊙	– FPKD – FOUND NAIL AND DISC (NUMBER)
N.A.V.D.	– NORTH AMERICAN VERTICAL DATUM (1988)
N.T.S.	– NOT TO SCALE
(NR)	– NOT RADIAL
O.R.	– OFFICIAL RECORD
Ⓟ	– PROPANE TANK
(P)	– PLAT
P.B.	– PLAT BOOK
P.C.	– POINT OF CURVATURE
P.C.C.	– POINT OF COMPOUND CURVATURE
P.C.P.	– PERMANENT CONTROL POINT
P.I.	– POINT OF INTERSECT
PG.	– PAGE
P.O.B.	– POINT OF BEGINNING
P.O.C.	– POINT OF COMMENCEMENT
PP	– POWER POLE
P.R.C.	– POINT OF REVERSE CURVATURE
P.R.M.	– PERMANENT REFERENCE MONUMENT
P.T.	– POINT OF TANGENCY
P.U.E.	– PUBLIC UTILITY EASEMENT
R	– RADIUS
(R)	– RADIAL
RNG.	– RANGE
R/W	– RIGHT OF WAY
SEC.	– SECTION
SIRC	– SET 1/2" IRON ROD LB8427
Ⓢ	– SANITARY SEWER MANHOLE
Ⓣ	– TELEPHONE BOX
TWP.	– TOWNSHIP
U.E.	– UTILITY EASEMENT
UTS	– UNITED TELEPHONE SERVICE
⧓	– WV – WATER VALVE
□	– WATER METER
△	– DELTA ANGLE
⬡	– FIRE HYDRANT
℄	– CENTERLINE
-x-x-	– WIRE FENCE
-//-	– WOOD FENCE
-OHU-	– OVERHEAD WIRES
	– CONCRETE PAD
5.6	– EXISTING ELEVATION

COMMUNITY / MAP NUMBER:	120062 / 12015C0241G	FLOOD ZONE:	AE
DATE OF MAP:	12/15/2022	FLOOD ZONE:	AE
		ELEVATION:	10.0' NAVD88
		ELEVATION:	9.0' NAVD88



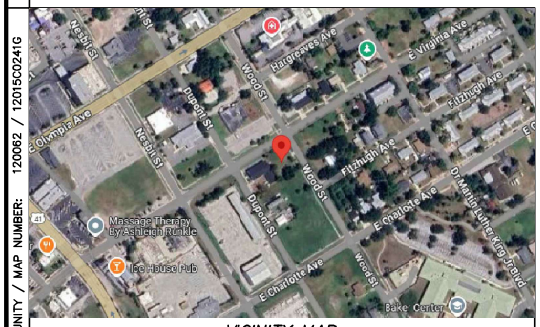


CERTIFIED TO:
DON B CONSTRUCTION INC.

LEGAL DESCRIPTION:

297 EAST VIRGINIA AVENUE &
407 WOOD STREET, PUNTA GORDA, FLORIDA, 33950

Lots 1 and 2, Block 66, CITY OF PUNTA GORDA, a Subdivision, according to the Plat thereof, as recorded in Plat Book 1, Page 8, of the Public Records of Charlotte County, Florida.



VICINITY MAP
N.T.S.

BENCHMARK NOTE
NAVD88 ELEVATIONS BASED ON CHARLOTTE COUNTY B.M.#A 800 ELEV = 3.66' NAVD88

I HEREBY CERTIFY THAT THIS SKETCH OF SURVEY WAS MADE UNDER MY DIRECTION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF SAID SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL LAND SURVEYORS IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE FURTHER, THIS DOCUMENT IS ELECTRONICALLY SIGNED AND SEALED PURSUANT TO SECTION 472.027, OF THE FLORIDA STATUTES AND CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATION CODE; NO OTHER PERSON OR ENTITY MAY RELY ON THIS SURVEY, NO ABSTRACT WAS REVIEWED; NO TITLE OPINION EXPRESSED.

Reviewed and Approved By:
(SIGNED)
Digitally signed by John Robert Avery III P.S.M., Florida Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.02 09:35:13 -04'00'

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
Not Valid without Signature and Original Raised Seal or Adobe Electronic Signature of John Robert Avery III, P.S.M.

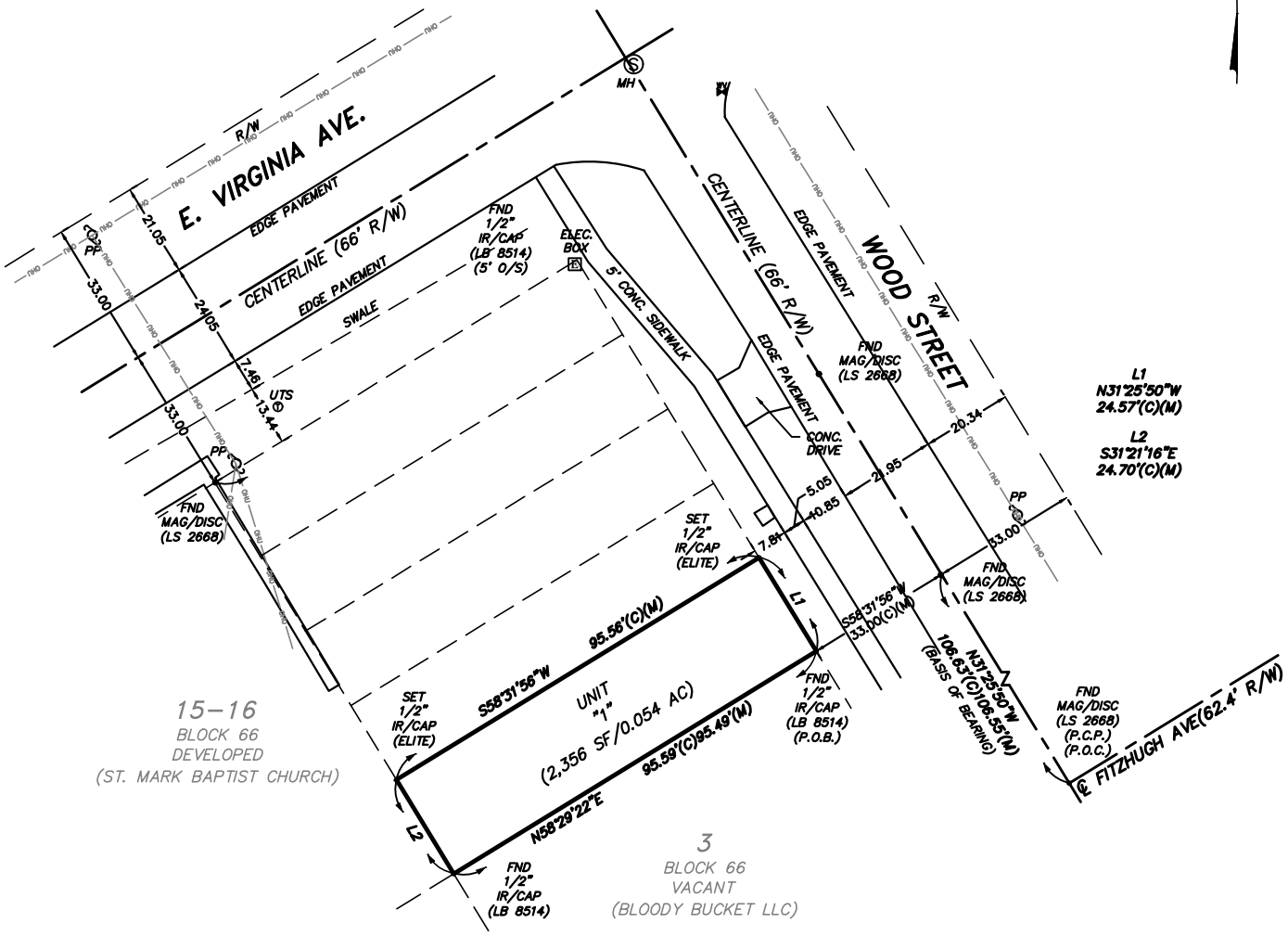
ELITE SURVEYING
4371 NOCATEE LANE.
FORT MYERS, FL 33905
239-481-2366(OFFICE) INFO@ELITESURVEYING.NET
LB8427

BOUNDARY AND TOPOGRAPHIC SURVEY

FIELD SURVEY	05/23/2025	CREW CHIEF	M. HERNANDEZ	DRAWN BY	B. PRATHER
SCALE	1" = 30'	ELITE JOB NO	250136	SHEET: 1 OF 1	DATE: 05/29/2025

UNIT "1" SKETCH

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA



THIS IS NOT A SURVEY

SCALE: 1"=40"

ELITE SURVEYING

4371 NOCATEE LANE.
FORT MYERS, FL 33905
239-481-2366(OFFICE)
INFO@ELITESURVEYING.NET
LB8427

Reviewed and Approved By:

John Robert Avery III
P.S.M. Professional
Surveyor and Mapper
"State of Florida"
License No. 5298

Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.11 10:12:25 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298

Not Valid without Signature and Original Raised Seal or Adobe Electronic Signature of John Robert Avery III, P.S.M.

PAGE 1 OF 2	DATE: 06/04/2025	ELITE JOB NO. – 250136

"UNIT 1" LEGAL DESCRIPTION

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA

Lots 1 and 2, Block 66, CITY OF PUNTA GORDA, a Subdivision, according to the Plat thereof, as recorded in Plat Book 1, Page 8, of the Public Records of Charlotte County, Florida, being more particularly described as follows;

Beginning at a found mag nail and disc marking the Intersection of Wood Street and Fitzhugh Avenue run North 31°25'50" West along the centerline of Wood Street a distance of 106.55 feet, thence South 58°31'56" West to the westerly Right of way of Wood Street a distance of 33.00 feet to the Point of Beginning.

From said Point of Beginning run North 31°25'50" West along said Right of way for a distance of 24.57 feet, thence run South 58°31'56" West for a distance of 95.56 feet; thence run South 31°21'16" East for a distance of 24.70 feet; thence run North 58°29'22" East to the East right of way of Wood Street for a distance of 95.49' to the Point of Beginning.

Said parcel contain 2,356 Square Feet/0.054 Acres more or less.

THIS IS NOT A SURVEY

ELITE SURVEYING
4371 NOCATEE LANE.
FORT MYERS, FL 33905
239-481-2366(OFFICE)
INFO@ELITESURVEYING.NET
LB8427

Reviewed and Approved By:

John Robert Avery III
P.S.M. Professional
Surveyor and Mapper
"State of Florida"
License No. 5298

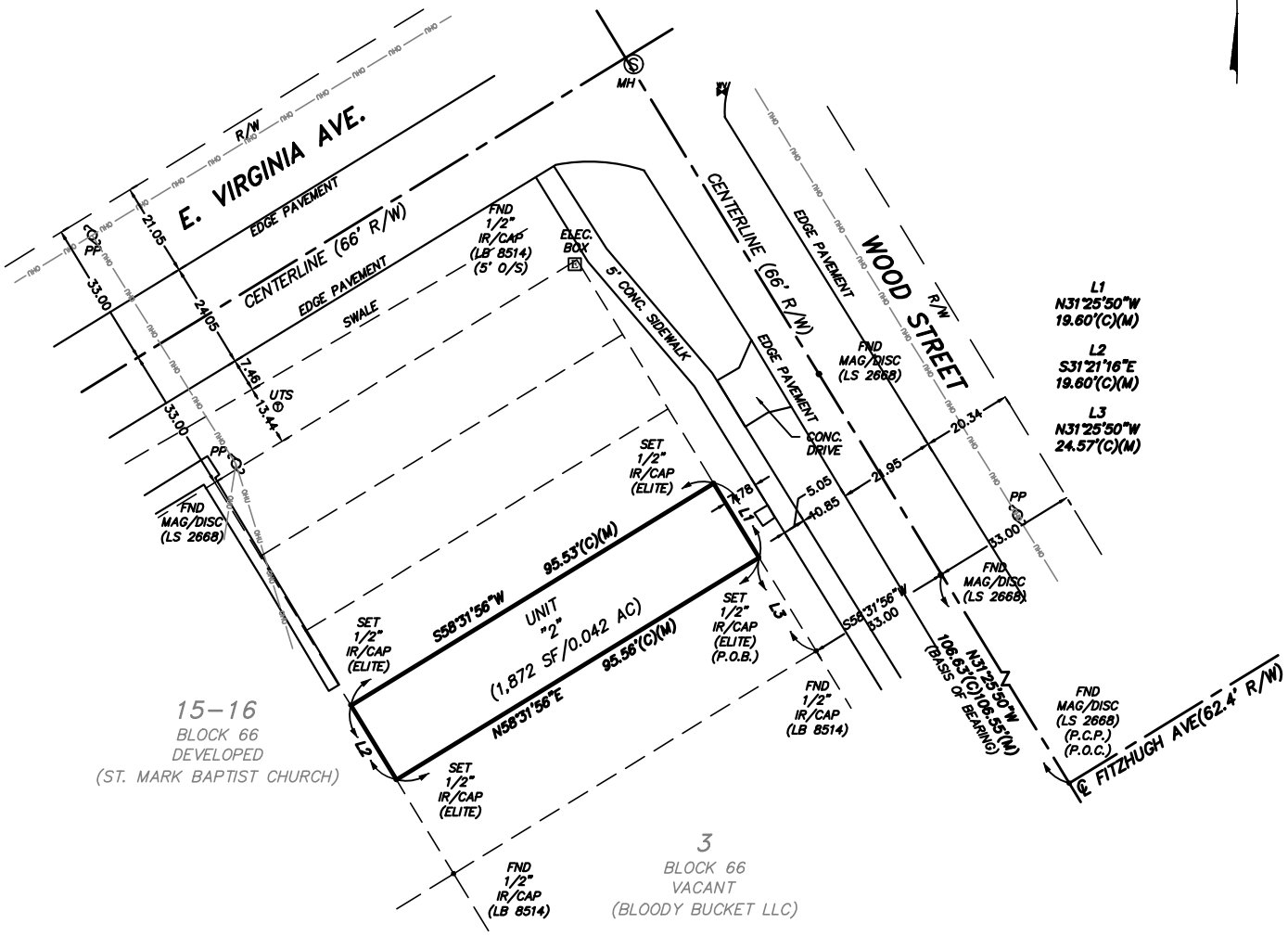
Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.11 10:14:00 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
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UNIT "2" SKETCH

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA



THIS IS NOT A SURVEY

SCALE: 1"=40"

Reviewed and Approved By:

John Robert Avery III
P.S.M. Professional
Surveyor and Mapper
"State of Florida"
License No. 5298

Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.11 10:10:51 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
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LB8427

UNIT "2" LEGAL DESCRIPTION

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PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
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CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA

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From said Point of Beginning run North 31°25'50" West along said Right of way for a distance of 19.60(C)(M) feet, thence run South 58°31'56" West for a distance of 95.53(C)(M) feet; thence run South 31°21'16" East for a distance of 19.60(C)(M) feet; thence run North 58°31'56" East to the East right of way of Wood Street for a distance of 95.56(C)(M) feet to the Point of Beginning.

Said parcel contain 1,872 Square Feet/0.042 Acres more or less.

THIS IS NOT A SURVEY

ELITE SURVEYING

4371 NOCATEE LANE.
FORT MYERS, FL 33905
239-481-2366(OFFICE)
INFO@ELITESURVEYING.NET
LB8427

Reviewed and Approved By:

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License No. 5298

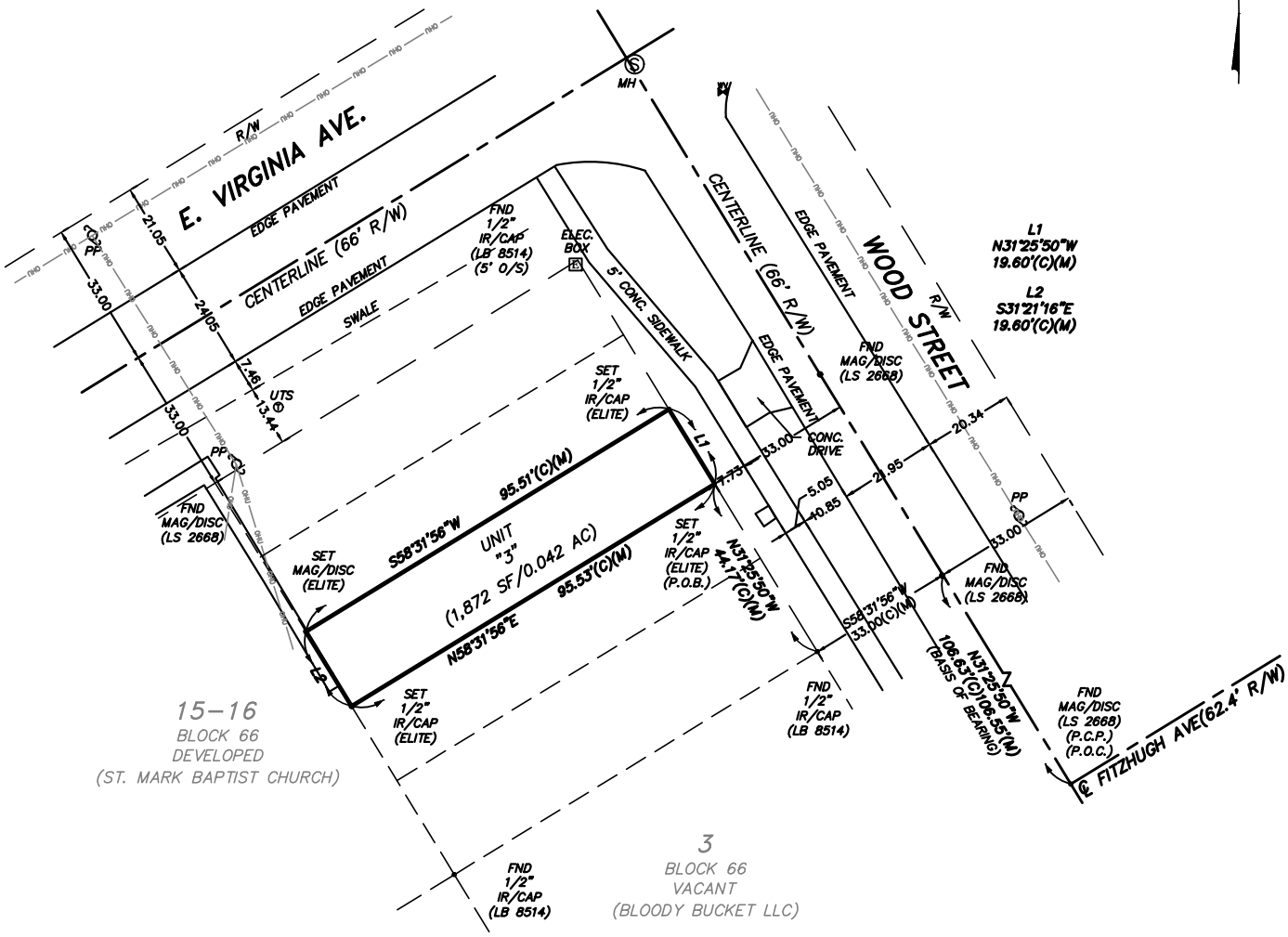
Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.10 16:52:11 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
Not Valid without Signature and Original Raised Seal or Adobe Electronic Signature of John Robert Avery III, P.S.M.

UNIT "3" SKETCH

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA



THIS IS NOT A SURVEY

SCALE: 1"=40"

Reviewed and Approved By:

ELITE SURVEYING

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239-481-2366(OFFICE)
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John Robert Avery III
P.S.M. Professional
Surveyor and Mapper
"State of Florida"
License No. 5298

Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.11 10:09:15 -04'00'

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State of Florida License No. 5298

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UNIT "3" LEGAL DESCRIPTION

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From said Point of Beginning run North 31°25'50" West along said Right of way for a distance of 19.60(C)(M) feet, thence run South 58°31'56" West for a distance of 95.51(C)(M) feet; thence run South 31°21'16" East for a distance of 19.60(C)(M) feet; thence run North 58°31'56" East to the East right of way of Wood Street for a distance of 95.53(C)(M) feet to the Point of Beginning.

Said parcel contain 1,872 Square Feet/0.042 Acres more or less.

THIS IS NOT A SURVEY

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John Robert Avery III
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License No. 5298

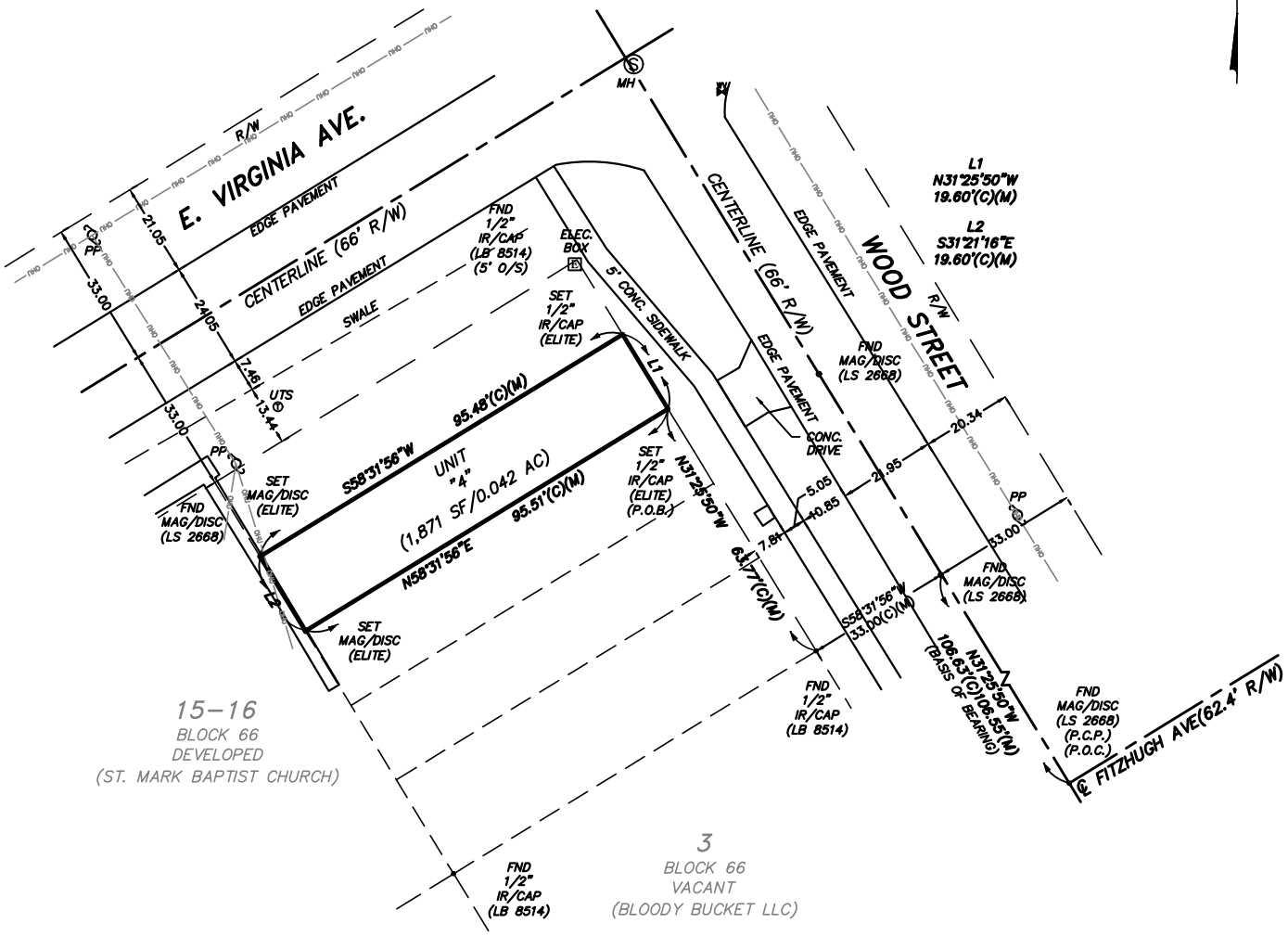
Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.10 16:50:50 -04'00'

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John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
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UNIT "4" SKETCH

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
SECTION 6, TOWNSHIP 41 SOUTH, RANGE 23 EAST
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THIS IS NOT A SURVEY

SCALE: 1"=40"

ELITE SURVEYING

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LB8427

Reviewed and Approved By:

John Robert Avery III
P.S.M. Professional
Surveyor and Mapper
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License No. 5298

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Date: 2025.06.11 10:07:47 -04'00'

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State of Florida License No. 5298

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PAGE 1 OF 2	DATE: 06/04/2025	ELITE JOB NO. – 250136

UNIT "4" LEGAL DESCRIPTION

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
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From said Point of Beginning run North 31°25'50" West along said Right of way for a distance of 19.60(C)(M) feet, thence run South 58°31'56" West for a distance of 95.48(C)(M) feet; thence run South 31°21'16" East for a distance of 19.60(C)(M) feet; thence run North 58°31'56" East to the East right of way of Wood Street for a distance of 95.51(C)(M) to the Point of Beginning.

Said parcel contain 1,872 Square Feet/0.042 Acres more or less.

THIS IS NOT A SURVEY

ELITE SURVEYING

4371 NOCATEE LANE.
FORT MYERS, FL 33905
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LB8427

Reviewed and Approved By:

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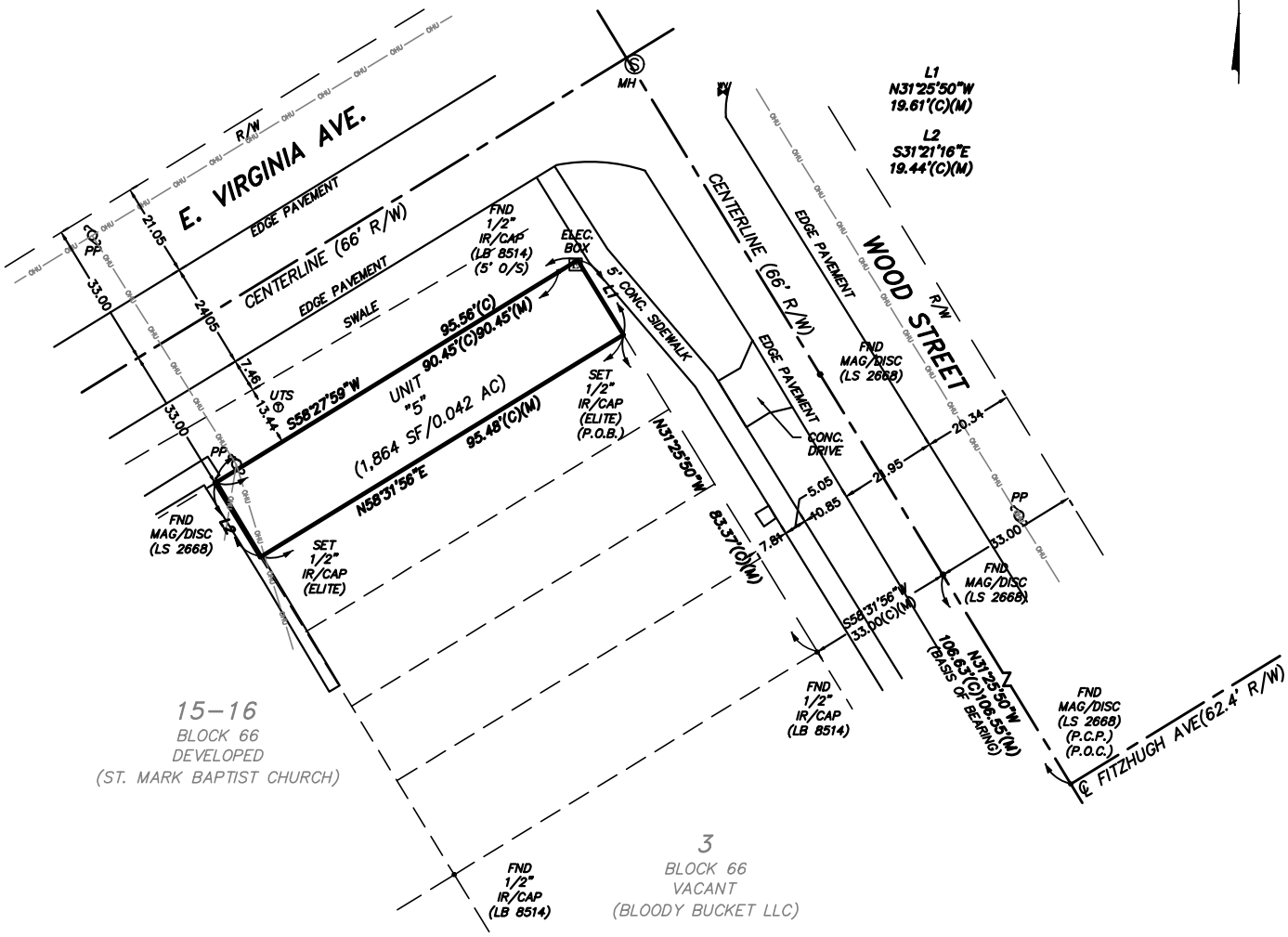
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Date: 2025.06.10 16:49:16 -04'00'

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John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
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UNIT "5" SKETCH

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O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
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CITY OF PUNTA GORDA, CHARLOTTE COUNTY, FLORIDA



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John Robert Avery III
P.S.M. Professional
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License No. 5298

Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.11 10:06:25 -04'00'

(SIGNED) _____

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298

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PAGE 1 OF 2	DATE: 06/04/2025	ELITE JOB NO. – 250136

UNIT "5" LEGAL DESCRIPTION

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From said Point of Beginning run North 31°25'50" West along said Right of way for a distance of 19.61(C)(M) feet to the block corner; thence run along the South Right of way of E Virginia Avenue South 58°27'59" West for a distance of 95.56(C) feet; thence run South 31°21'16" East for a distance of 19.44(C)(M) feet; thence run North 58°31'56" East to the East right of way of Wood Street for a distance of 95.48(C)(M) feet to the Point of Beginning.

Said parcel contain 1,872 Square Feet/0.042 Acres more or less.

THIS IS NOT A SURVEY

ELITE SURVEYING

4371 NOCATEE LANE.
FORT MYERS, FL 33905
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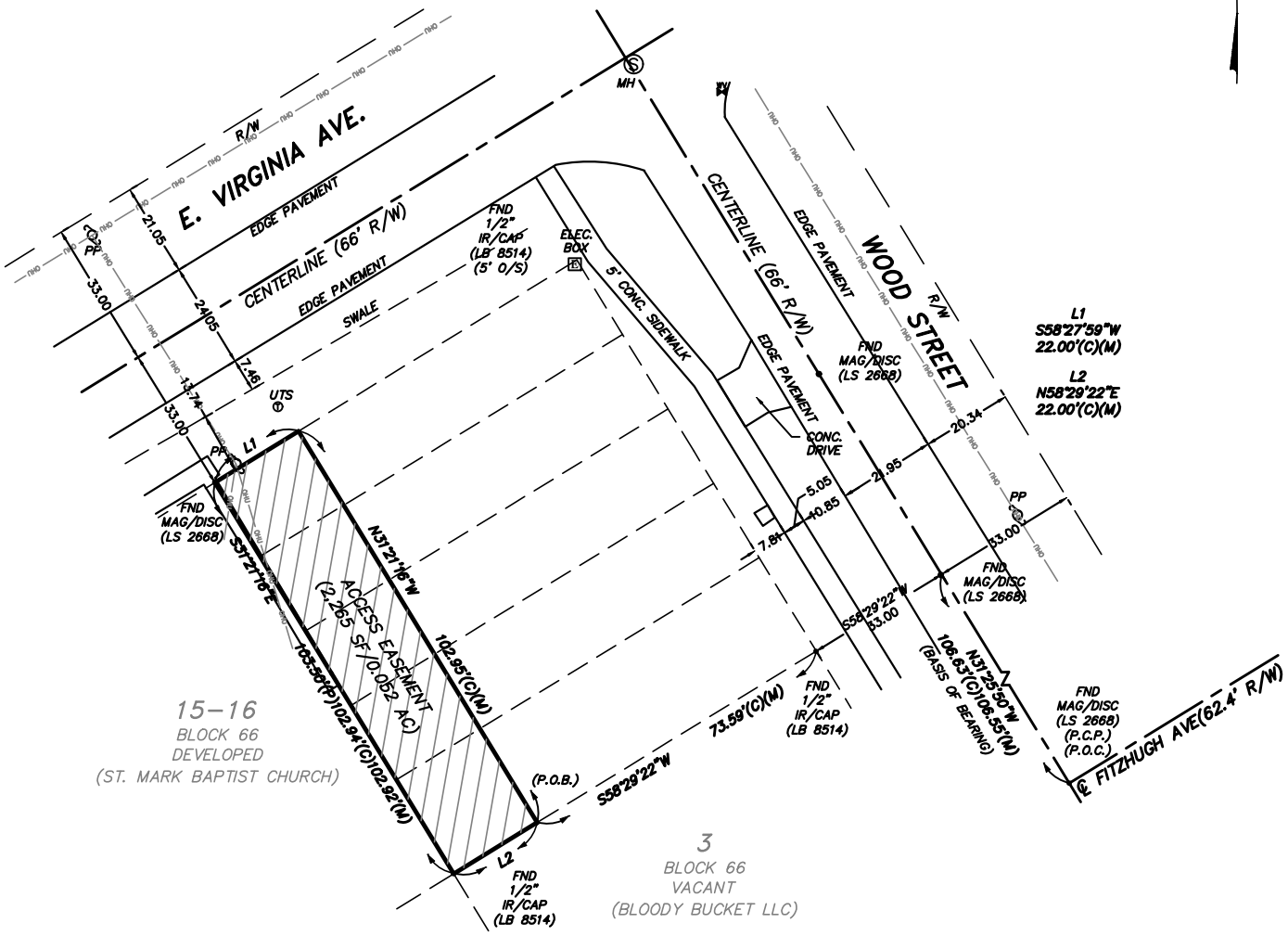
Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.06.10 16:48:08 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
Not Valid without Signature and Original Raised Seal or Adobe Electronic Signature of John Robert Avery III, P.S.M.

"ACCESS EASEMENT" SKETCH

LOTS 1 & 2, BLOCK 66, CITY OF PUNTA GORDA (FORMALLY TOWN OF TRABUE)
PLAT BOOK 1, PAGE 8
O.R. BOOK 4876, PAGE 298
INSTRUMENT #: 3313012
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Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.07.08 12:56:20 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
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State of Florida License No. 5298

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"ACCESS EASEMENT" LEGAL DESCRIPTION

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From said Point of Beginning run North 31°21'16" West for a distance of 102.95 feet TO THE Southerly Right of way of E Virginia Avenue(66' wide), thence run South 58°27'59" West along said Right of way for a distance of 22.00(C)(M) feet; thence run South 31°21'16" East for a distance of 102.92(M) feet; thence run North 58°29'22" East for a distance of 22.00'(C)(M) to the Point of Beginning.

Said parcel contain 2,265 Square Feet/0.052 Acres more or less.

THIS IS NOT A SURVEY

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License No. 5298

Digitally signed by John Robert Avery III P.S.M. Professional Surveyor and Mapper "State of Florida" License No. 5298
Date: 2025.07.08 12:58:30 -04'00'

(SIGNED)

John Robert Avery III, P.S.M.
Professional Surveyor & Mapper
State of Florida License No. 5298
Not Valid without Signature and Original Raised Seal or Adobe Electronic Signature of John Robert Avery III, P.S.M.

City of Punta Gorda, Florida

DEVELOPMENT REVIEW COMMITTEE

Staff Report

TO: Jason McMahan, Applicant/Agent
FROM: Urban Design Department
THRU: Boyd Lawrence, Planning Director
DRC DATE: September 12, 2025
CASE #: VR-01-2025

A vested rights determination application was submitted by Don B Construction for properties located at 297 E. Virginia Ave and 407 Wood St in Punta Gorda.

The applicant is requesting that the two lots be approved with vested rights to be regulated under the recently repealed Land Development Regulations, originally adopted through Ordinance No. 2012-2023.

The applicant submitted all the necessary documents for the review and submitted the application fee for the Vested Rights Determination. This application qualifies for further review and consideration by the Development Review Committee based on the following factors:

- Ownership of the two properties since August 2023 during the time Ordinance No. 2012-2023 was being adopted by the City Council.
- The applicant had Design Studio meetings with Staff to review plans, consistent with Ordinance No. 2012-2023, which were held prior to the repeal of Ordinance No. 2012-2023.
- It appears the applicant incurred expenses for architectural, engineering and survey services to develop plans consistent with Ordinance No. 2012-2023 and prior to the repeal.

ADDITIONAL COMMENTS RELATIVE TO THE REQUEST:

- Former Zoning District under Ordinance No. 2012-2023: Traditional Punta Gorda – Neighborhood Transition (TPG-NT)
- Current Zoning District: City Center
- Applicant's Proposed Use/Development: 5-unit rowhouse development, platted for individual ownership with zero-lot lines between units
- Was it permitted under Former Zoning District? Yes
- Is it permitted under Current Zoning District? No

NEW TWO STORY 5-UNIT ROW HOUSE

WOOD STREET, PUNTA GORDA, FLORIDA 33951

DESIGN BY: ROCINI DESIGN GROUP LLC.

ENGINEERING PROVIDED BY

SOUTH SUN ENGINEERING INC.

223 TAYLOR STREET, UNIT 121, SECOND FLOOR
PUNTA GORDA, FL 33950
PH (941) 456-7535
FAX (941) 456-7537

SHEET INDEX

SHEET 1 :	1	COVER
SHEET 2 :	S-1	FOUNDATION AND FIRST FLOOR PLAN
SHEET 3 :	S-2	SECOND FLOOR AND FLOOR FRAMING PLAN
SHEET 4 :	S-3	ROOF FRAMING PLAN
SHEET 5 :	S-4	ELEVATIONS
SHEET 6 :	S-5	SECTION A-A
SHEET 7 :	S-6	DETAILS
SHEET 8 :	S-7	NOTES
SHEET 9 :	E-1	ELECTRICAL LAYOUT



GENERAL NOTES

1) CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. WHERE IN DOUBT, CONTACT ENGINEER TO VERIFY.
2) IT IS THE RESPONSIBILITY OF THE CONTRACTOR, OWNER AND OR OWNER'S REPRESENTATIVES TO THOROUGHLY REVIEW AND CHECK THESE PLANS FOR ANY DIMENSIONAL ERRORS AND OR OMISSIONS PRIOR TO CONSTRUCTION. IF ANY ERRORS AND OR OMISSIONS EXIST IN THE DRAWINGS AND SPECIFICATIONS, THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING WITHIN TEN (10) DAYS OF RECEIPT OF THESE PLANS AND PRIOR TO CONSTRUCTION, OR THE CONTRACTOR ASSUMES RESPONSIBILITY FOR THE RESULTS AND ALL COSTS OF RECTIFYING SAME.
3) ENGINEER DOES NOT ASSUME ANY RESPONSIBILITY FOR SUPERVISIONS OF CONSTRUCTION. THE CONTRACTOR MUST STRICTLY ADHERE TO THE FLORIDA 2023, 8TH EDITION BUILDING CODE, 7TH EDITION, TOGETHER WITH LOCAL AMENDMENTS AND ALL OTHER APPLICABLE STATE, COUNTY AND LOCAL STATUTES, ORDINANCES, REGULATIONS AND RULES.

PRELIMINARY
NOT FOR
CONSTRUCTION

These plans are in Compliance with Florida Building Code 2023 8th Ed. for wind parameters indicated.

Method of Design: ASCE 7-22
Basic wind speed: Vult=160 MPH. VASD=124 MPH.
Building category: II
Wind Importance Factor: 1.0
Wind exposure: C

Component & Cladding
Zone 1 = +20.2 / -39.0 psf
Zone 2e = +20.2 / -55.3 psf
Zone 2r = +20.2 / -55.3 psf
Zone 3 = +20.2 / -73.3 psf
Zone 4 = +37.9 / -41.2 psf
Zone 5 = +37.9 / -49.6 psf

NOTE: CONTRACTOR AND/OR OWNER TO VERIFY ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO CONSTRUCTION.

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950
p: (941) 456-7535 f: (941) 456-7537 e: ADMIN@SOUTHSUNENGINEERING.COM w: WWW.SOUTHSUNENGINEERING.COM

IT IS THE OPINION OF THE ENGINEER THAT THE DESIGN CONTAINED WITHIN THESE PLANS / SPECIFICATIONS WAS DEVELOPED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 2023, 8TH EDITION. THE ENGINEER OF RECORD IS RESPONSIBLE FOR THE STRUCTURAL PORTION OF THESE PLANS AND ANY PORTION THAT IS CONSIDERED INCIDENTAL.

ROBERT S WELSH JR, PE

LIC. PE 78653 FL
LIC. CA 31642 FL

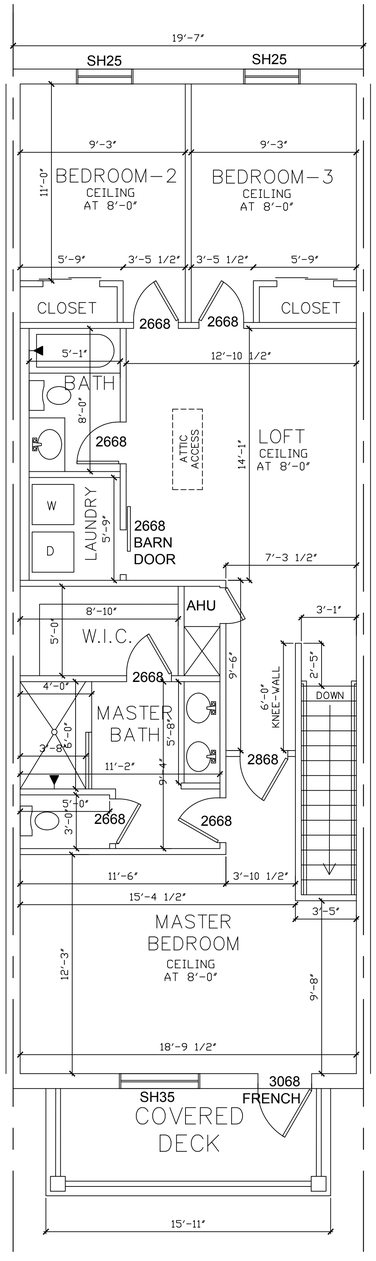
REVISIONS | BY

5-UNIT ROW HOUSE
297 VIGINIA AVE.
PUNTA GORDA, FLORIDA

COVERSHEET

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA, FL 33950

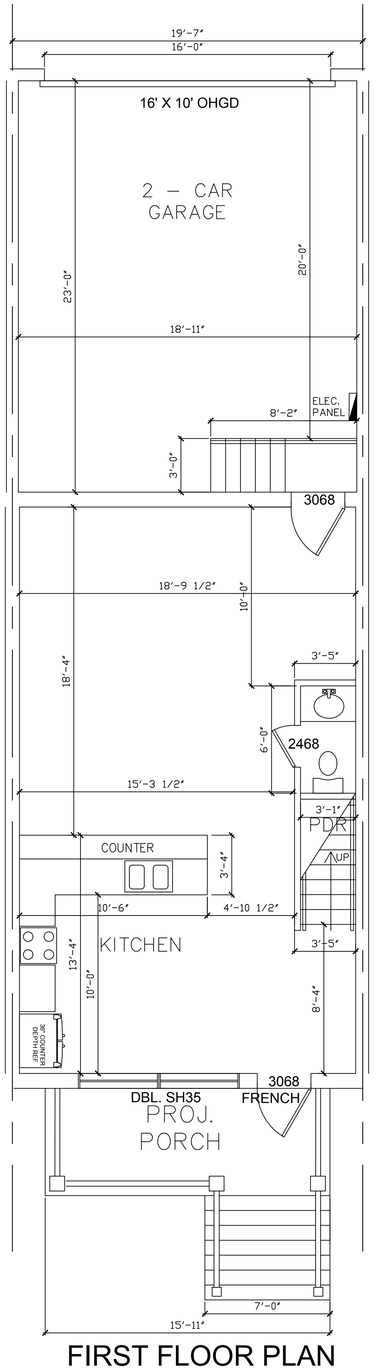
DATE 05-15-25
DRAWN A.F.
JOB 2025.246
SHEET 1



SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

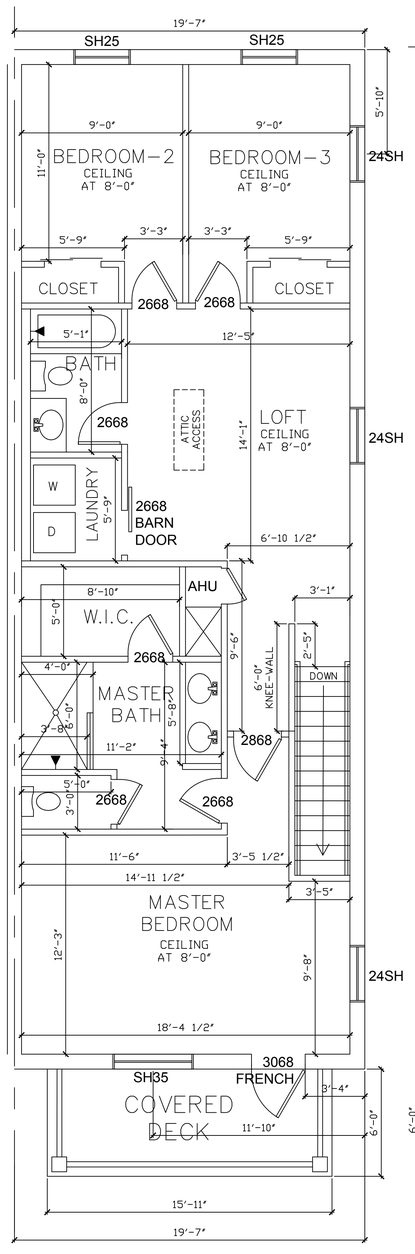
TYPICAL INTERIOR UNITS



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

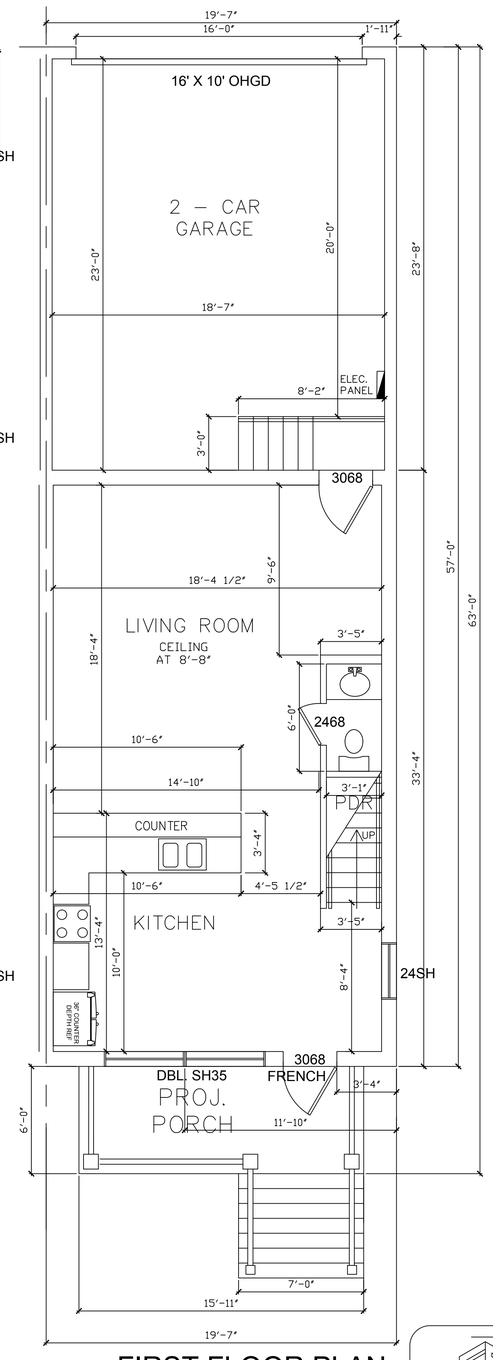
TYPICAL INTERIOR UNITS



SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

TYPICAL END UNITS



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

TYPICAL END UNITS

PRELIMINARY
NOT FOR
CONSTRUCTION

TYPICAL INTERIOR AND END UNITS

APPROXIMATE SQUARE FOOTAGE	
FIRST FLOOR LIVING	653
SECOND FLOOR LIVING	1085
GARAGE	463
PROJECTING PORCH	95
COVERED DECK	95
TOTAL (END UNITS)	2391

These plans are in Compliance with Florida Building Code 2023 8th Ed. for wind parameters indicated.

Method of Design: ASCE 7-22
Basic wind speed: Vult=160 MPH. VASD=124 MPH.
Building category: II
Wind Importance Factor: 1.0
Wind exposure: C

Component & Cladding
Zone 1 = +20.2 / -39.0 psf
Zone 2e = +20.2 / -55.3 psf
Zone 2r = +20.2 / -55.3 psf
Zone 3 = +20.2 / -73.3 psf
Zone 4 = +37.9 / -41.2 psf
Zone 5 = +37.9 / -49.6 psf

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950
p: (941) 456-7535 e: ADMIN@SOUTHSUNENGINEERING.COM
f: (941) 456-7537 w: WWW.SOUTHSUNENGINEERING.COM

IT IS THE OPINION OF THE ENGINEER THAT THE DESIGN CONTAINED WITHIN THESE PLANS / SPECIFICATIONS WAS DEVELOPED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 2023, 8TH EDITION. THE ENGINEER OF RECORD IS RESPONSIBLE FOR THE STRUCTURAL PORTION OF THESE PLANS AND ANY PORTION THAT IS CONSIDERED INCIDENTAL.

ROBERT S WELSH JR, PE

LIC. PE 78653 FL
LIC. CA 31642 FL

BY
REVISIONS

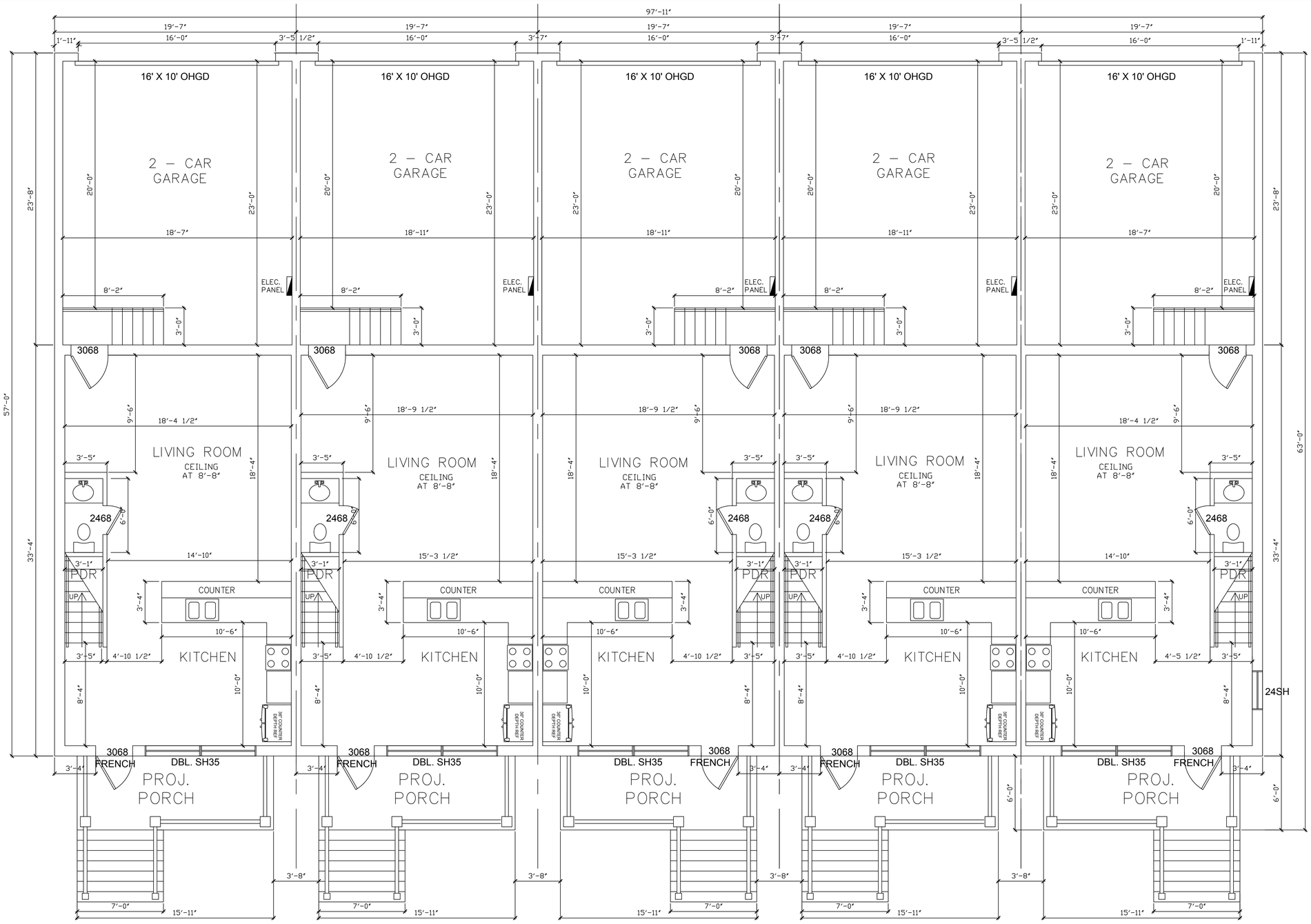
5-UNIT ROW HOUSE
297 VIGINIA AVE.
PUNTA GORDA, FLORIDA

TYPICAL FIRST AND SECOND FLOOR PLANS

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950

DATE 05-15-25
DRAWN A.F.
JOB 2025.248

SHEET S-2



APPROXIMATE SQUARE FOOTAGE	
FIRST FLOOR LIVING	653
SECOND FLOOR LIVING	1085
GARAGE	463
PROJECTING PORCH	95
COVERED DECK	95
TOTAL (END UNITS)	2391

FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

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Zone 4 = +37.9 / −41.2 psf
Zone 5 = +37.9 / −49.6 psf

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ROBERT S WELSH JR, PE

LIC. PE 78653 FL
LIC. CA 31642 FL

PRELIMINARY NOT FOR CONSTRUCTION

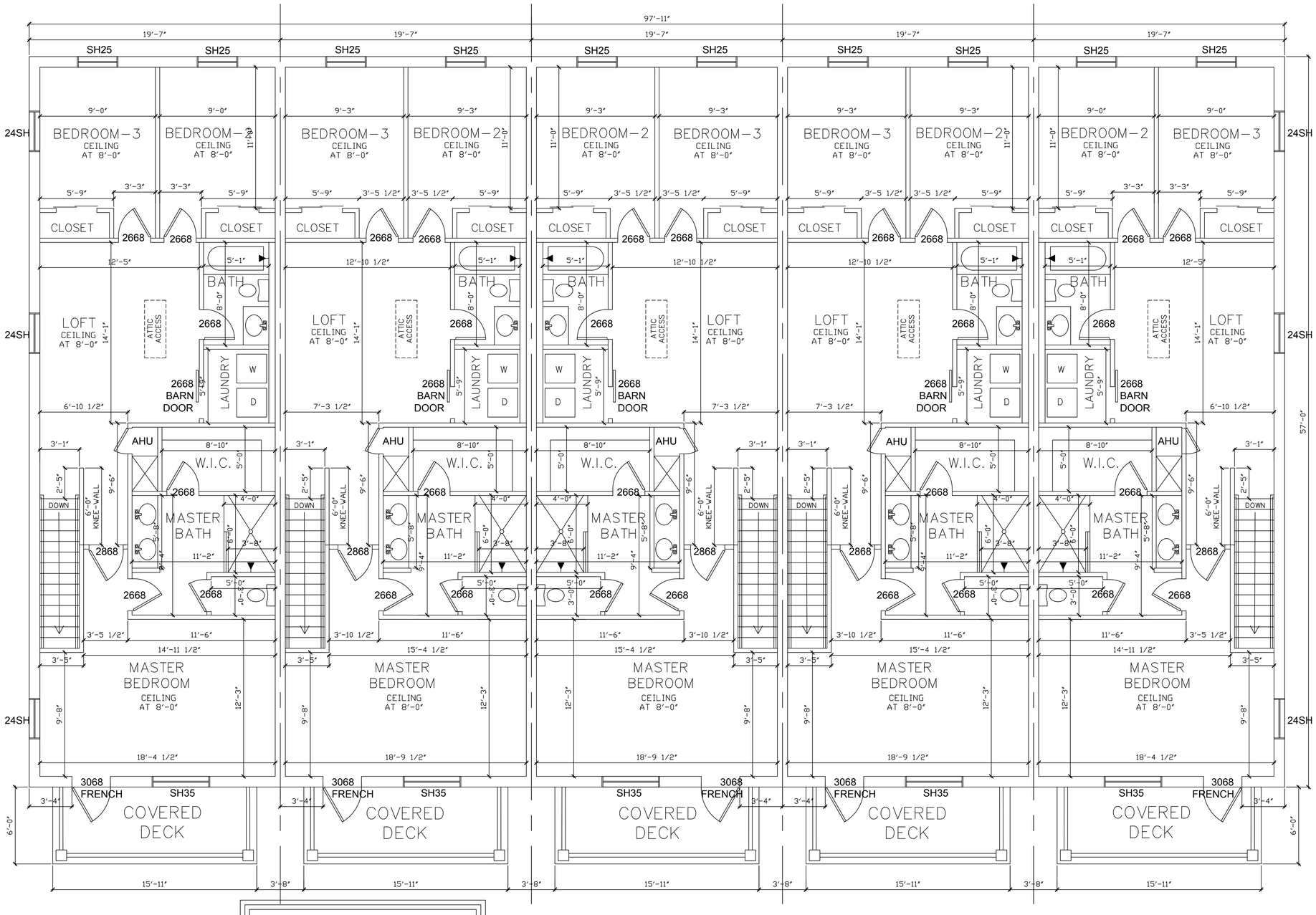
BY
REVISIONS

5-UNIT ROW HOUSE
297 VIGINIA AVE.
PUNTA GORDA, FLORIDA

FIRST FLOOR PLAN

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950

DATE 05-15-25
DRAWN A.F.
JOB 2025.246
SHEET S-3



APPROXIMATE SQUARE FOOTAGE	
FIRST FLOOR LIVING	653
SECOND FLOOR LIVING	1085
GARAGE	463
PROJECTING PORCH	95
COVERED DECK	95
TOTAL (END UNITS)	2391

SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

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Wind Importance Factor: 1.0
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Zone 3 = +20.2 / -73.3 psf
Zone 4 = +37.9 / -41.2 psf
Zone 5 = +37.9 / -49.6 psf

PRELIMINARY NOT FOR CONSTRUCTION

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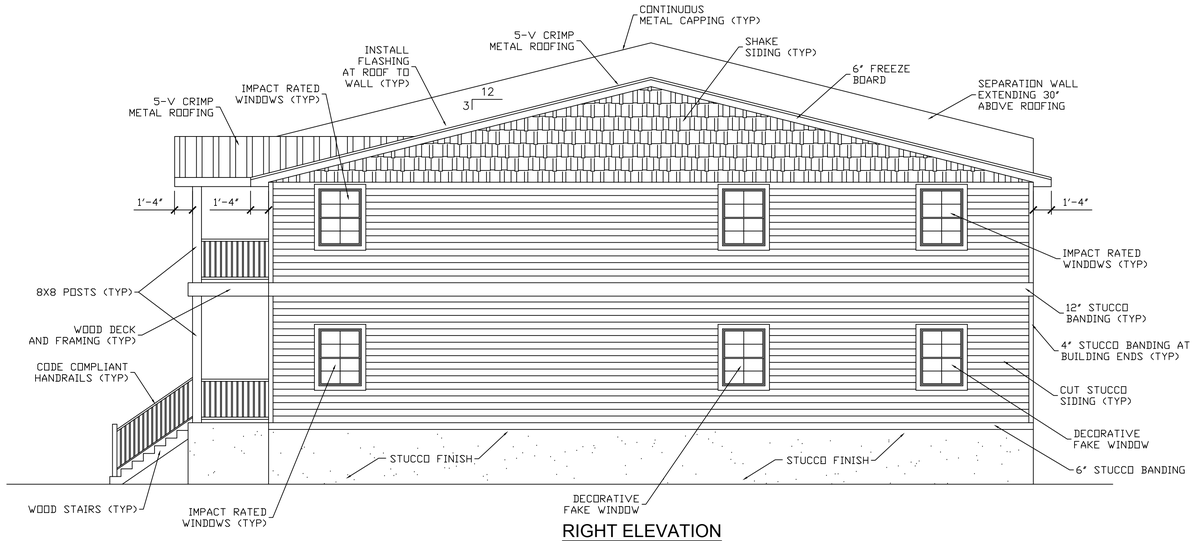
REVISIONS | BY

5-UNIT ROW HOUSE
297 VIGINIA AVE.
PUNTA GORDA, FLORIDA

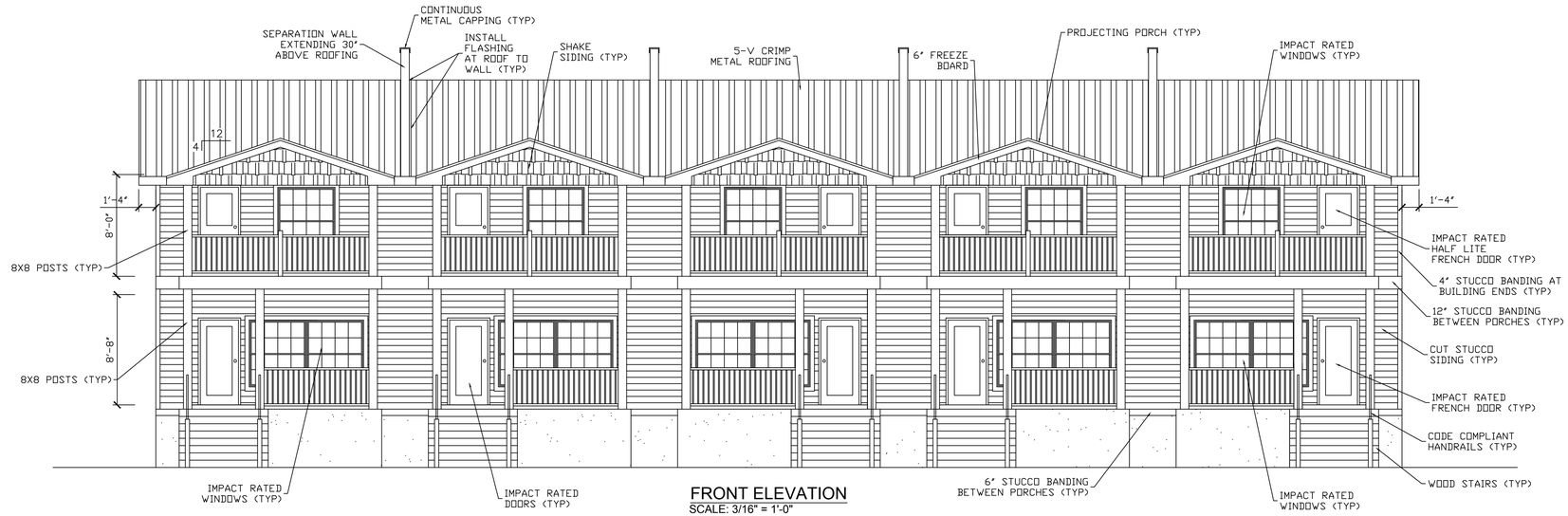
SECOND FLOOR PLAN

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA, FL 33950

DATE 05-15-25
DRAWN A.F.
JOB 2025.246
SHEET S-4



RIGHT ELEVATION
SCALE: 3/16" = 1'-0"
(FACING VIRGINIA AVE.)



FRONT ELEVATION
SCALE: 3/16" = 1'-0"
(FACING WOOD STREET)

NOTE: CONTRACTOR AND/OR OWNER TO VERIFY ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO CONSTRUCTION.

NOTE: MASON TO REVIEW AND VERIFY WINDOW/DOOR ROUGH OPENING SIZES WITH MANUFACTURER'S SPECIFICATIONS

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Zone 3 = +20.2 / -73.3 psf
Zone 4 = +37.9 / -41.2 psf
Zone 5 = +37.9 / -49.6 psf

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ROBERT S WELSH JR, PE

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LIC. CA 31642 FL

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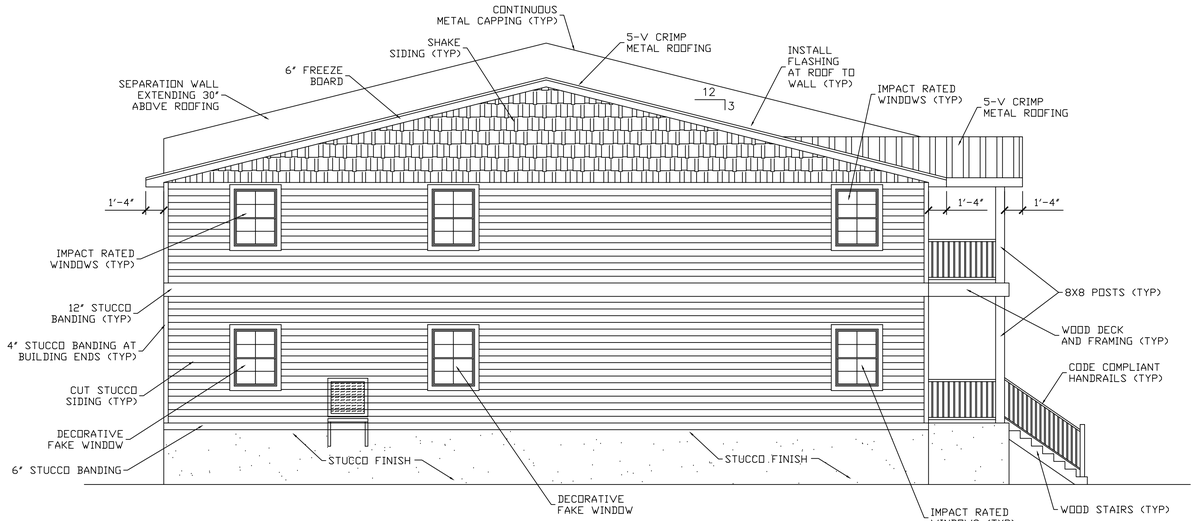
BY
REVISIONS

ROW HOUSE
297 VIRGINIA AVE
PUNTA GORDA, FLORIDA

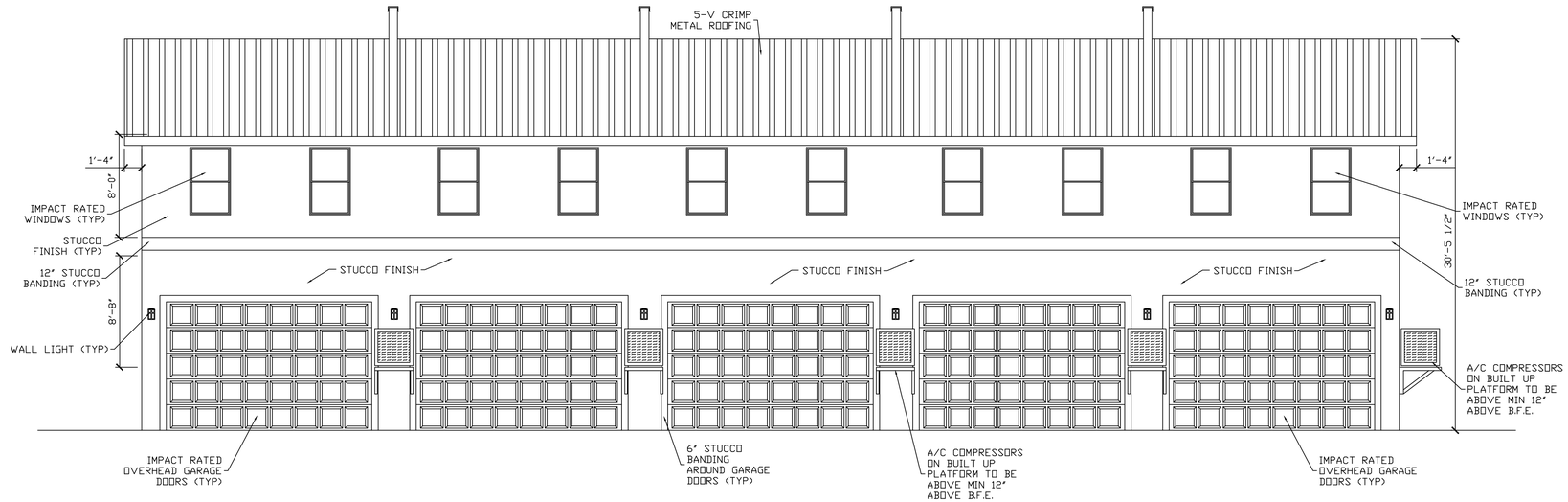
FRONT AND RIGHT ELEVATION

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950

DATE 02-14-25
DRAWN A.F.
JOB 2025.245
SHEET S-5



LEFT ELEVATION
SCALE: 3/16" = 1'-0"



REAR ELEVATION
SCALE: 3/16" = 1'-0"

NOTE: CONTRACTOR AND/OR OWNER TO VERIFY ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO CONSTRUCTION.

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Zone 3 = +20.2 / -73.3 psf
Zone 4 = +37.9 / -41.2 psf
Zone 5 = +37.9 / -49.6 psf

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ROBERT S WELSH JR, PE

LIC. PE 78653 FL
LIC. CA 31642 FL

PRELIMINARY NOT FOR CONSTRUCTION

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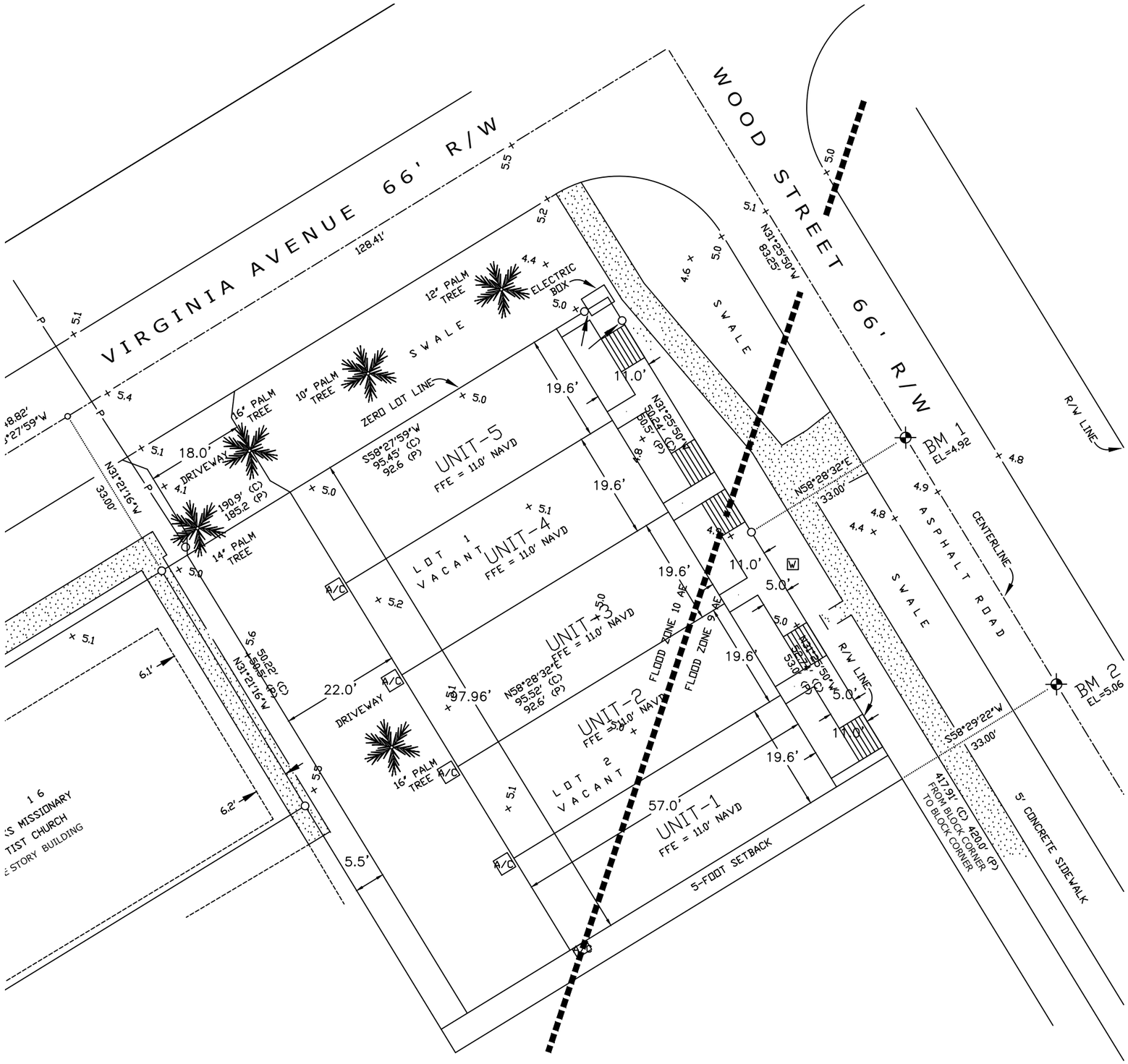
ROW HOUSE
297 VIRGINIA AVE
PUNTA GORDA, FLORIDA

REAR AND LEFT ELEVATION

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA FL 33950

DATE: 02-14-25
DRAWN: A.F.
JOB: 2025.245

SHEET
S-6



PRELIMINARY
NOT FOR
CONSTRUCTION

SCALE
1" = 30'

0 15 30 60 120

GRAPHIC SCALE

SITE PLAN

ROW HOUSES
297 VIRGINIA AVE
PUNTA GORDA,, FLORIDA

SOUTH SUN ENGINEERING, INC.
223 TAYLOR STREET, UNIT 121, SECOND FLOOR, PUNTA GORDA, FL 33950
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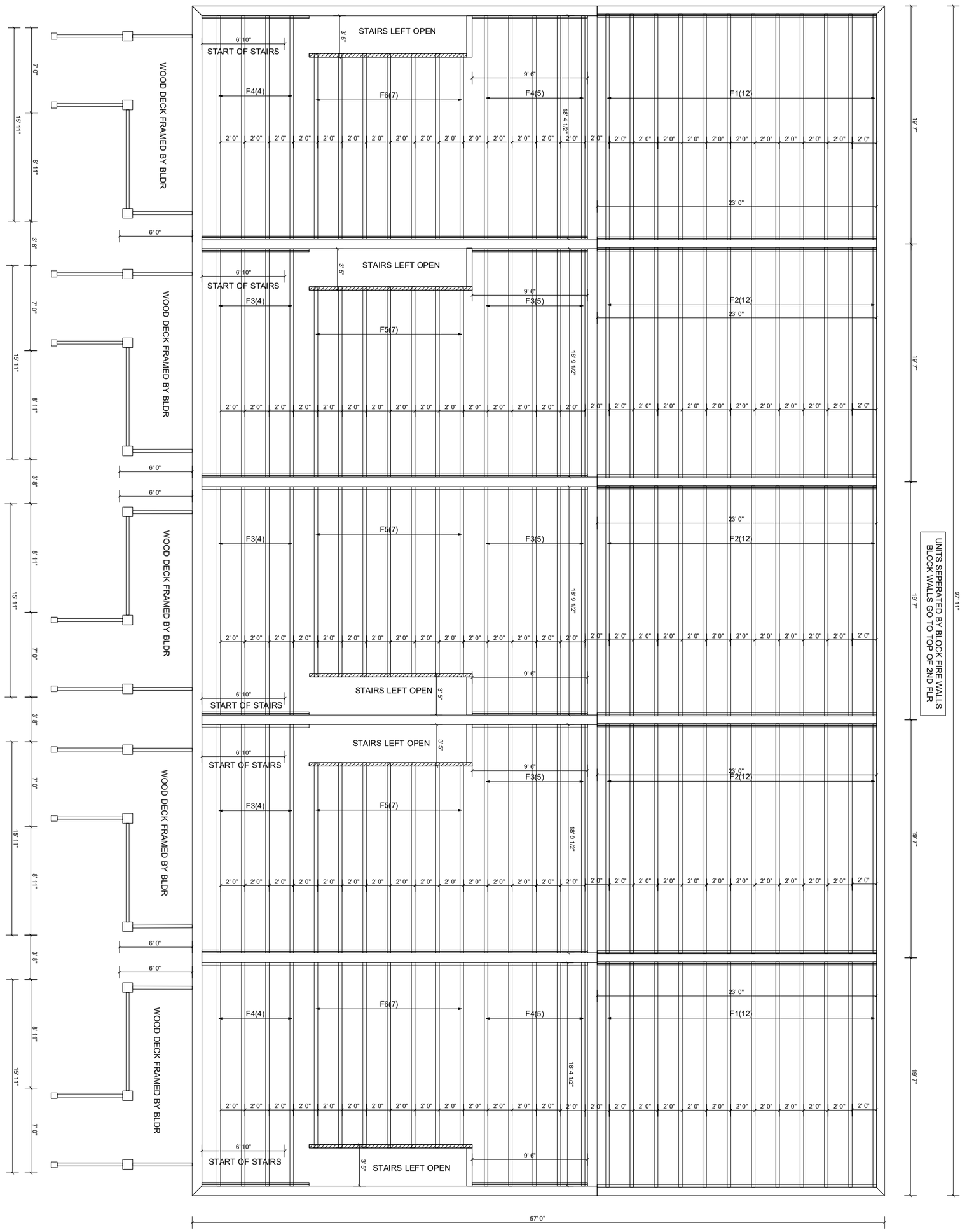
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LIC. CA 31642 FL

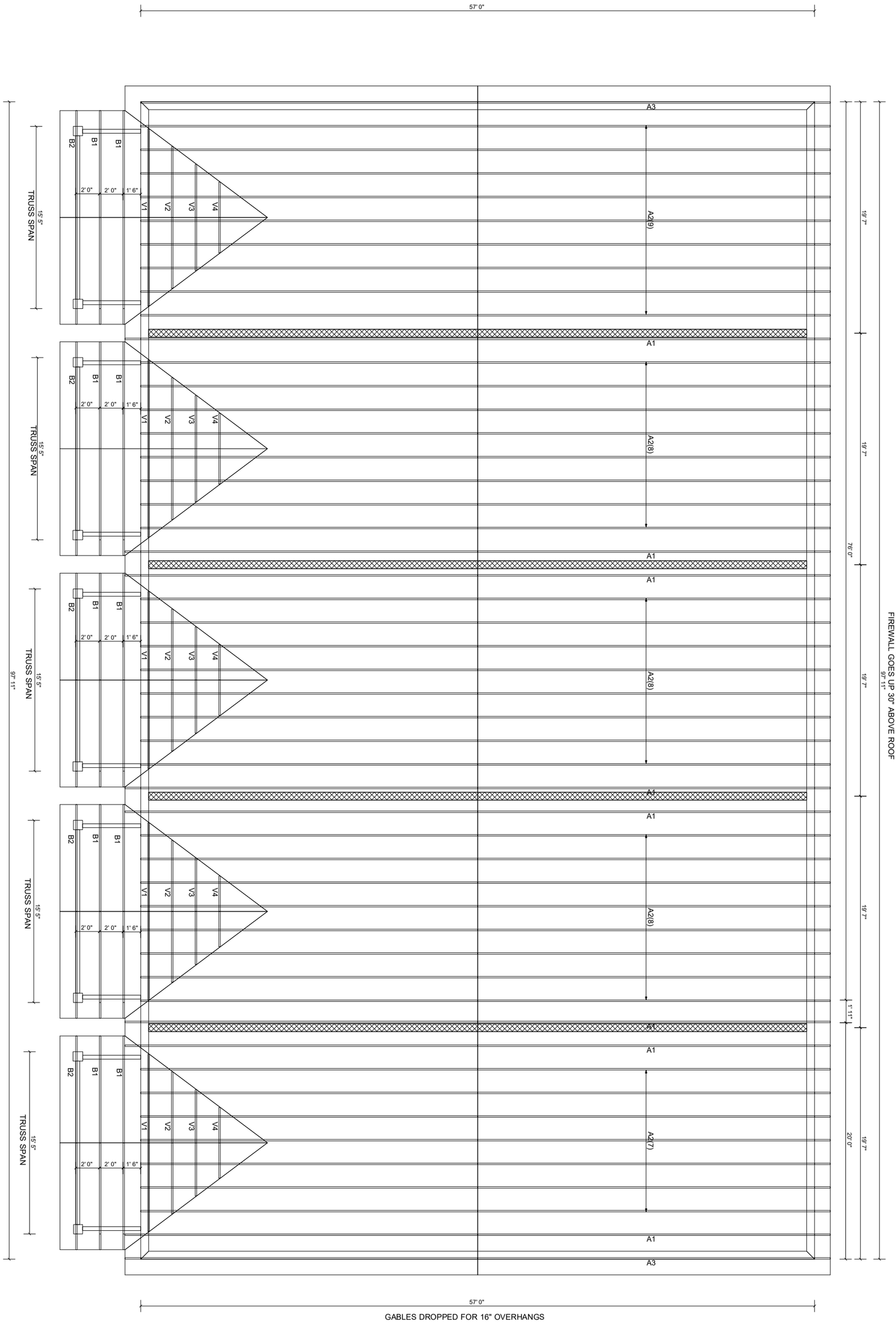
DATE 02-12-25
DRAWN A.F.
JOB 2025.021
SHEET C-1

REVISIONS | BY



5 UNIT ROW HOUSE 1ST FLR	16" DEEP FLOORS 2'OC TOP CHORD BRG	
Customer: DON B CONSTRUCTION	Roof Area: 6723.03	
Site Address: 297 VIRGINIA AVE	160 MPH WINDS 55 FLOOR LOAD	
y, ST: PUNTA GORDA, FL	Designer: JD BA459-25	

M-F-L-A
Mid Florida Lumber
4281 Echo Ave.
Bartow, Florida 33830



5 UNIT ROW HOUSE 1ST FLR	16" DEEP FLOORS 2'OC TOP CHORD BRG	M-F-L-A Mid Florida Lumber 4281 Echo Ave. Bartow, Florida 33830
Customer: DON B CONSTRUCTION	Roof Area: 6723.03	
Site Address: 297 VIRGINIA AVE	160 MPH WINDS 55 FLOOR LOAD	
y, ST: PUNTA GORDA, FL	Designer: JD BA459-25	



SEWER MAP
WOOD STREET