

Minutes of the Key West Planning Board

March 13, 2014 DRAFT MINUTES

Chairman Richard Klitenick called the Key West Planning Board Meeting of March 13, 2014 to order at 6:04pm at Old City Hall, in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: James Gilleran, Vice-Chairman Sam Holland, Chairman Richard Klitenick Peter Pike, and Lisa Tennyson

Excused absence: Michael Browning and Cristy Spottswood

Also in attendance were: Planning Director, Donald Craig, Chief Assistant City Attorney, Larry Erskine; Fire Department, Jason Barroso; Planning Department staff: Kevin Bond, Brendon Cunningham, Stacy Gibson and Nicole Malo.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

A motion to approve the agenda was made by Ms. Lisa Tennyson and was seconded by Mr. Peter Pike.

Motion carried by unanimous voice vote.

SO ORDERED.

APPROVAL OF MINUTES

- **February 20, 2014 Meeting Minutes**

Chairman Richard Klitenick asked the Clerk, Stacy Gibson if the minutes would be ready next week, she replied yes.

Discussion Items

1. **Upcoming Comprehensive Plan and LDR Amendment process**
2. **BPAS Updates**

Resolutions

New Business

3. **Modification to a Transient License Transfer – 1512 Dennis Street (RE# 00063400-000100, AK#1063835) to 620 Josephine Parker Road, #3 (RE# 00012351-000300, AK#9085140) – A request for clarification to the originating location of a transient license for transfer from property in the CL zoning district to property in the HRCC-1 zoning district per Section 122-1339 (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Mr. Cunningham gave members an overview of the modification to a transient license transfer request.

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Based on the criteria established by the Comprehensive Plan and the Land Development Regulations, the Planning department recommends the request for the modification to a transient license transfer be **APPROVED**.

A motion to approve the modification of the transient license transfer was made by Ms. Lisa Tennyson and seconded by Mr. Peter Pike.

Motion carried by unanimous voice vote.

SO ORDERED.

4. **Major Development Plan, Conditional Use & Landscape Waivers - 533 Eaton Street (RE # 00004130-000000, AK # 1004294)** - A request for major development plan, conditional use and landscape waiver approvals for the adaptive reuse of a former Scottish Rite Masonic club/lodge into new art studio classrooms, offices and exhibition spaces on property located within the Historic Neighborhood Commercial District – Truman/Simonton (HNC-1) Zoning District pursuant to Sections 108-91.A.2., 108-517, 122-62 and 122-808 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Mr. Bond gave members an overview of the major development plan, conditional use and landscape waivers request.

The applicant, Patrick Wright, of Owen Trepanier & Associates, Michael Miller, Architect and the Executive Director, Jed Dodds of The Studios of Key West, gave members an overview of the major development plan, conditional use and landscape waivers request.

Based on the criteria established by the Comprehensive Plan and the Land Development Regulations, the Planning department recommends the request for major development plan, conditional use and landscape waivers are **APPROVED WITH CONDITIONS** as follows:

General conditions:

1. This approval shall not become effective until the concurrent applications for height variance and easement are approved and effective.
2. The roof shall not be used for any commercial activities, but may serve as an accessory use.
3. The new storage attic on the second floor mezzanine shall have a floor-to-ceiling height less than seven (7) feet so as not to increase the nonconforming floor area ratio of the property.
4. The proposed trash bin area shall be screened pursuant to Code Section 108-279. If front-end loaded dumpsters are used, they shall comply with Code Section 108-280.
5. Any new exterior lighting shall be designed to “Dark Sky” lighting standards and comply with City Code Section 108-284.
6. All signs shall comply with City Code Chapter 114 and Historic Architectural Guidelines.

Conditions prior to issuance of a building permit:

7. Approval of a Public Art Plan shall be obtained from the AIPP Board, pursuant to City Code Section 2-487, and may include payment of an in-lieu fee.

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Conditions prior to issuance of a Certificate of Occupancy:

8. On-site artwork shall be installed and inspected by the City pursuant to Section 2-487.
9. The portion of the existing mezzanine level shall be modified or demolished, as indicated on the floor plans, so that portion of the mezzanine shall not be including in the gross floor area or floor area ratio of the property.
10. The owner shall obtain and maintain a Conditional Approval Permit, pursuant to City Code Chapter 18, Article XII, Division 1. The City Code Compliance shall inspect the property on an annual basis upon reasonable notice to determine compliance with the above conditions.

A motion to approve the major development plan, conditional use and landscape waivers with the conditions recommended by the Planning department and a change to condition #2 to add the verbiage “that are unrelated to the principle uses, was made by Mr. Sam Holland and seconded by Mr. Peter Pike.

Motion carried by unanimous voice vote.

SO ORDERED.

5. **Alcohol Sales Special Exception – 533 Eaton Street (RE # 00004130-000000, AK # 1004294)** – A request for special exception to the prohibition of alcoholic beverage sales within 300 feet of a church, school, cemetery or funeral home for property located within the Historic Neighborhood Commercial – Truman/Simonton (HNC-1) Zoning District pursuant to Section 18-28(b) of the Code of Ordinances of the City of Key West, Florida.

Mr. Bond gave members an overview of the alcohol sales special exception request.

The applicant, Patrick Wright, of Owen Trepanier & Associates, Inc. gave members an overview of the alcohol sales special exception request.

Based on the criteria established by the Comprehensive Plan and the City Code, the Planning Department recommends the request for alcohol sales special exception be **APPROVED** with the following conditions:

1. The special exception is granted exclusively to The Studios of Key West, Inc., and shall not be transferable.
2. The special exception shall only be effective in conjunction with an 11PA Performing Arts Center alcoholic beverage license from the State of Florida.

A motion to approve the alcohol sales special exception with the conditions recommended by the Planning department was made by Mr. James Gilleran and seconded by Ms. Lisa Tennyson.

Motion carried by unanimous voice vote.

SO ORDERED.

PLANNER’S REPORT

Mr. Craig had no updates to report.

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Q&A – Items of interest from Planning Board Members

ADJOURNMENT

A motion to adjourn was made by Ms. Lisa Tennyson and seconded by Mr. Peter Pike.

Motion was carried by unanimous voice vote.

SO ORDERED.

Meeting adjourned at 7:12pm.

**Respectfully submitted by,
Stacy Gibson
Administrative Assistant II
Planning Department**