

# Minutes of the Development Review Committee

## October 25, 2012 **DRAFT**

Senior Planner, Brendon Cunningham, called the Development Review Committee Meeting of October 25, 2012 to order at 10:00am at Old City Hall, in the antechamber at 510 Greene Street, Key West.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present were:** HARC Planner, Enid Torregrosa; General Services, Elizabeth Ignaffo; Forestry Manager, Paul Williams; ADA Coordinator, Diane Nicklaus; and Fire Inspector, Jason Barroso.

**Also in attendance were:** Planning Department staff: Brendon Cunningham and Ginny Haller.

### APPROVAL OF AGENDA

### APPROVAL OF MINUTES

#### September 27, 2012

A motion to approve the September 27, 2012 minutes was made by Ms. Nicklaus and seconded by Mrs. Torregrosa.

### DISCUSSION ITEMS

#### Old Business

- 1. Exception for Outdoor Merchandise Display - 330 Duval Street (RE# 00004380-000000) – A request to allow the display of merchandise sold in-store for property in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

This item is postponed to the next Development Review Committee meeting.

#### New Business

- 2. Variance – 324 Southard Street ( RE# 00012910-000100) – A request to waive parking requirements for 4 automobile spaces in the HRO zoning district per Section 108-572(16) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the variance request.

The applicant, Mr. Brett Smith, The Smith Law Firm gave members the details of his request.

Ms. Nicklaus stated that the building does not appear to be ADA accessible. Mr. Smith stated that he will coordinate with Ms. Nicklaus regarding ADA accessibility.

Ms. Ignaffo stated pursuant to Sec. 108-572, office use requires one (1) parking space per 300 square feet of gross floor area, and allows bicycle parking for 25% parking spaces. One (1) parking space is required per dwelling unit. Based on the property record card information, the calculated number of parking spaces for office use of the first floor level would be three (3).

Mrs. Torregrosa stated that any signage will require HARC approval.

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Mr. Williams had no comment.

Mr. Cunningham confirmed with the applicant that it is a residential unit and will not require any reconfigurations. He stated that the location is in a parking waiver zone so it is a supportable variance. In regards to bike racks; he suggested a bollard rack to prevent the bikes from protruding onto the sidewalk. Mr. Cunningham requested a survey.

Mr. Barroso requested that they be in compliance with the fire code.

Keys Energy had no objections.

### **3. Parking Variance – 707 Catherine Street (RE# 00030650-000000) – A request to waive parking requirements for 21 (twenty one) automobile spaces in the HMDR zoning district per Section 108-572 (5) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the variance request.

The applicant's representative, Rick Milleli, spoke on behalf of the applicant and gave members an overview of the request.

The Daycare Manager, Millie Rodriguez, 910 17<sup>th</sup> Street, gave members an overview of the request.

Ms. Nicklaus inquired where staff parking, ADA drop off and parent pickup and drop off would be located. She requested a pathway between the gate and building. Once building permit has been submitted, dimensions would be required on ADA construction plans.

Ms. Ignaffo requested that the applicant indicate on the site plan how the trash recycling storage area would be screened from the adjacent properties and right-of-way, (Sec. 108-279). She then stated that Sec. 108-648 requires parking areas to be designed with driveway and maneuvering areas, so that no vehicle will back onto the right-of-way. One of the parking spaces would be required to be ADA Accessible, in accordance with Sec. 108-650 & FL Building Code Chapter 11. An ADA accessible route into the ADA accessible building must be provided. The site plan should be revised.

Mrs. Torregrosa stated that any signage, exterior work and ramp require HARC approval.

Mr. Williams had no comment.

Mr. Barroso requested that they be in compliance with the fire code.

Keys Energy had no objections.

### **4. Lot Split – 1021 Washington Street (RE# 00039120-000000; RE# 00039130-000000; RE# 00039140-000000; RE# 00039150-000000; RE# 00039160-000000; and RE# 00039170-000000) – A lot split from existing six (6) lots to three (3) lots in the HMDR zoning district per Section 118-169 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Ms. Haller gave members an overview of the Lot Split request.

The applicant, Patrick Wright, Trepanier & Associates gave members an overview of the request.

DRC members had no comment.

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Keys Energy had no objections.

**ADJOURNMENT**

Meeting adjourned at 10:31am.

**Respectfully submitted by,  
Karen de Berjeois  
Administrative Assistant II  
Planning Department**