

Minutes of the Development Review Committee
Meeting of June 23, 2011

Don Craig, Planning Director, convened a meeting of the Development Review Committee of the City of Key West at 10:00AM, July 28, 2011 was held at Old City Hall, in the antechamber at 510 Greene Street, Key West.

Roll Call

Don Craig, Planning Director
John Woodson, Building Official
Steve Torrence, KYPD

Elizabeth Ignaffo, General Services
Alan Averette, Fire Department
Enid Torregrosa, HARC Planner

Planning Staff:

Patrick Wright
Brendon Cunningham

Nicole Malo
Scott Fraser

Comments received from:

Keys Energy
Diane Nicklaus, ADA Coordinator

Approval of Agenda

Mr. Craig approved the agenda.

Approval of Minutes

1. May 26, 2011

Mr. Torrence made a motion to approve the May 26, 2011 minutes; the motion was seconded by Mrs. Torregrosa. Motion carried.

2. June 23, 2011

Mr. Torrence made a motion to approve the June 23, 2011 minutes; the motion was seconded by Mrs. Torregrosa. Motion carried.

Discussion Items

- 3. Exception for Outdoor Merchandise Display - 205 Elizabeth Street (Lazy Way Lane), Unit C (RE Number 00072082-003903) - An application for Exception for Outdoor Merchandise Display, to allow the display of merchandise sold in-store, for the Southernmost Seaglass LLC., located on Lazy Way Lane, Unit C 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, Florida**

Nicole Malo presented the project.

DRC members had no comments.

Ms. Nicklaus and Keys Energy had no comments.

4. **Exception for Outdoor Merchandise Display - 205 Elizabeth Street (Lazy Way Lane), Unit D (RE Number 00072082-003903) - An application for Exception for Outdoor Merchandise Display, to allow the display of merchandise sold in-store, for the Key West pretzel Company LLC., located on Lazy Way Lane, Unit D 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, Florida**

Nicole Malo presented the project.

Mr. Averette, Mr. Torrence, Ms. Ignaffo, and Mr. Woodson had no comments.

Ms. Nicklaus and Keys Energy had no comments.

Mr. Craig asked if the sandwich sign was part of the application.

Mrs. Torregrosa stated that sandwich signs are not allowed in the historic district and the sign needs to be removed.

Mr. Craig wanted to clarify for the record that the applicant, Jan Nelson (Key West by the Sea 113-C), had indicated that the sign would be removed.

Ms. Malo asked the applicant to resubmit new photos without the sign in them.

Mrs. Torregrosa suggested the applicant meet with her to discuss signage guidelines.

5. **Exception for Outdoor Merchandise Display - 205 Elizabeth Street (Lazy Way Lane), Unit D (RE Number 00072082-003903) - An application for Exception for Outdoor Merchandise Display, to allow the display of merchandise sold in-store, for the Key West pretzel Company LLC., located on Lazy Way Lane, Unit D 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, Florida**

Nicole Malo presented the project.

DRC members had no comments.

Ms. Nicklaus and Keys Energy had no comments.

6. **Transient License Transfer - 223 Ann Street (RE Number 00001210-000000) Transfer of One Transient Business Tax Receipt (Licenses), from property located at 1800 Atlantic Boulevard Unit 109-A located in the MDR-C zoning district to property located at 233 Ann Street located 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**

Nicole Malo presented the project.

Mr. Averette, Mr. Torrence, Ms. Ignaffo, Mrs. Torregrosa and Mr. Woodson had no comments.

Ms. Nicklaus and Keys Energy had no comments.

Mr. Craig wanted to clarify that the unit is currently unassigned.

Ms. Malo confirmed that the unit is in the unassigned pool.

7. Conditional Use - 3216 Flagler Avenue (RE Number 000690660-000100) - A conditional use for a medical office/clinic in the CL zoning district per Section 122-388(13) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Nicole Malo gave an overview of the project.

Ginny Stones presented the project.

Mr. Craig, Mr. Averette, Mr. Torrence, and Mrs. Torregrosa had no comments

Keys Energy had no comments.

Ms. Ignaffo suggested when considering solid waste storage to also consider recycle storage.

Mr. Woodson stated that a FEMA certificate of elevation should accompany application. He also points out that if FEMA requirements are not met, only 50% of the value of the building in improvements is allotted.

Ms. Malo stated that the site data table needs to be modified to include open space calculations, parking requirements, bicycle parking requirements, height and setbacks. Also the site plan needs some circular parking patterns.

The following comments from Diane Nicklaus, ADA Coordinator were read into the record:

I will withhold comments until such time as plans are provided to the Building Department for review. Because this will become a medical facility, care will need to be taken to provide complete accessibility.

8. Major Development Plan - Higgs Beach (RE 00058800-000000, 00058790-000100, 00058790-000000) - An application for a Major Development Plan for the redevelopment of Higgs Beach located in the Public Service (PS) zoning district per Section 108-91(B)(2)c. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Nicole Malo gave an overview of the project.

Architect Bill Horn and Planner Barbara Mitchell presented the project. Also present, Civil Engineer Alan Perez and Gerry Barnett of Monroe County.

Mr. Woodson and Ms. Malo had no comments.

Mr. Craig asked if there are any improvements in the V zone and Ms. Mitchell stated that the playground is in the V zone.

Mr. Craig inquired if the electric would be underground and Ms. Mitchell confirmed that all new electric would be underground.

Mr. Craig expressed concern that the kiosks were described as retail. He stated that commercial retail was not an allowed use in the PS zone. He suggested that the kiosks be labeled recreational services. Mr. Craig also pointed out that food services is not an allowed use in the PS zone.

Mr. Torrence asked that the applicant open up communication with the residents of Casa Marina Ct. and Mr. Horn stated that the residents of Casa Marina Ct. had been extensively involved in the public meetings.

Mr. Torrence expressed concern for the homeless issue in that area and suggested the applicant communicate ways to address it.

Mr. Craig stated that the parking calculations be redone to insure it is consistent.

Ms. Ignaffo asked if there will be a service road to the fort and Mr. Horn stated that there will be an event plaza area that also provides service access.

Mr. Averette requested that all service entrances be accessible by fire department and emergency services.

Mrs. Torregrosa recommended the applicant coordinate with NEPA and the State Historic Preservation office.

Ms. Ignaffo pointed out impacts the plans made on Indigenous Park, Atlantic Blvd. and White St. She requested plans for parking, landscape, storm water, drainage and lighting for these areas.

Mr. Craig advised the applicant be ready to address issues of location and intensity of lighting and hours of operation.

The following comments from Diane Nicklaus, ADA Coordinator were read into the record:

I have been a part of the planning process for this renovation and understand care is being taken to provide accessibility in all aspects of the project. I will withhold final comments until such time plans are provided to the Building Department for review.

The following comments from Keys Energy were read into the record:

Keys Energy has reviewed the site plans. KEYS will need to remove or relocate high voltage primary to accommodate the shift in the road. KEYS has power running to West Martello Towers and existing restaurant that will need to be maintained. KEYS will also need to have truck access to all poles. If this design is approved, KEYS will require 8 to 12 months for budgeting and design.

9. Variances - 2801 Venetia Drive (RE#00070990-000000) - A request for setback variances to front and rear-yard setbacks for the construction of a single-family house per Section 122-238 (6) (a) (1 & 3) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Brendon Cunningham presented the project.

Mr. Craig, Mr. Torrence, Mrs. Torregrosa, and Mr. Woodson had no comments.

Ms. Nicklaus and Keys Energy had no comments.

Mr. Averette asked if the rear setback is calling for 4' as stated in the agenda, or 6.31' as stated on the plans. He added that the Fire Department and Emergency Services need at least 5' on all sides.

Mr. Cunningham indicated that the rear setback calls for 4' along the canal and a 15' setback in the front.

Mr. Averette inquired if the plans could be changed to reflect a 5' setback in the back and a 14' setback in the front.

Ms. Ignaffo expressed the applicant needs to correct the percentage of building coverage on the application. She also reminded the applicant that the drainage plan must be in compliance.

Annalise Mannix, Engineer representing the client, stated that she perceives no issues with any of the changes to the plans.

Adjournment

A motion to adjourn was made by Mrs. Torregrosa and seconded by Mr. Averette.

Motion was carried by unanimous voice vote.

Meeting adjourned at 11:20 am.

Respectively Submitted,

Angelica Rabago
Temporary Administrative Coordinator