

Minutes of the Development Review Committee

May 23, 2013 **DRAFT**

Planning Director Don Craig called the Development Review Committee Meeting of May 23, 2013 to order at 10:00 am at Old City Hall in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: Planning Director, Don Craig; Engineering Services, Elizabeth Ignaffo; Fire Department, Jason Barroso; ADA Coordinator, Diane Nicklaus; Interim Urban Forestry Manager, Karen DeMaria; HARC Planner, Enid Torregrosa; Sustainability Coordinator, Alison Higgins; and Arts in Public Places, Dick Moody.

Not present were: Building Official, Ron Wampler and Police Department, Steve Torrence;

Also in attendance were Planning Department staff: Brendon Cunningham, Ginny Haller, Carlene Smith and Katrina Cool.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

DISCUSSION ITEMS

New Business

1. **Development Agreement - 1000 Atlantic Boulevard, Truman Waterfront Park (RE# 00001630-001000, AK# 9038855; RE# 00001630-000801, AK# 9038833; and RE# 00001630-001100, AK# 9038866) - A Development Agreement with the Naval Properties Local Redevelopment Authority for the development of the Truman Waterfront Park per Section 90-676 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Item postponed until the June 20th DRC meeting.

2. **Transient License Transfer – 1512 Dennis Street (RE# 000634000-000000; Alt. Key# 1063835) to 620 Josephine Street Unit 3 (RE# 00012351-000300; Alt. Key# 9085140) - A request for a Transient License 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.**

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

The applicants, Mark Saunders and Michael Petro, gave members an overview of the request.

DRC Member Comments:

URBAN FORESTER:

No comments.

FIRE DEPARTMENT:

Mr. Barroso stated that applicant will need to verify property has met all code requirements, including required inspections, prior to use as a rental property.

HARC PLANNER:

No comments.

Minutes of the Development Review Committee
May 23, 2013 DRAFT

ENGINEERING:

No comments.

ADA COORDINATOR:

No comments.

PLANNING DIRECTOR:

Mr. Craig asked if the property was deed restricted; applicant replied that the property does not fall under deed restrictions.

SUSTAINABILITY COORDINATOR:

Ms. Higgins requested that the applicant have a free energy audit from Keys Energy Services.

ART IN PUBLIC PLACES:

No comments.

- 3. Exception for Outdoor Merchandise Display - 901 Caroline Street (RE# 00072082-004504; AK# 9073890) – A request to allow the display of merchandise in the HRCC-2 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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

The applicant, Juan Pisani, was not present.

DRC Member Comments:

URBAN FORESTER:

No comments.

FIRE DEPARTMENT:

Mr. Barroso stated that applicant must not block property ingress or egress.

HARC PLANNER:

Ms. Torregrosa stated the three sign limit requirements and this display has an excessive amount including a-frame, flag and banner signs.

ENGINEERING:

No comments.

ADA COORDINATOR:

Ms. Nicklaus stated the applicant must be aware of accessibility issues in public places.

PLANNING DIRECTOR:

Mr. Craig had concerns regarding signage indicating many are prohibited. He indicated that the 'Open' flag, several banners and logo boards are all considered signs and had concerns with the amount and location of numerous merchandise displays outside entrance doors. Applicant will need to specify the number of signs displayed as well as the location of outdoor displays prior to proceeding to the Planning Board. The applicant will also need to check on authorization from the City regarding rental lease and if allowed to make an application for any displays.

Minutes of the Development Review Committee
May 23, 2013 DRAFT

SUSTAINABILITY COORDINATOR:

Ms. Higgins requested that the applicant consider a blower door to help save energy when doors are open and would be willing to meet with applicant. The manager of Island Dogs installed one similar door with cost savings seen in three months.

ART IN PUBLIC PLACES:

No comments.

4. **After-the-Fact Variances – 2922 Flagler Avenue (RE# 00069210-000000, AK# 1073105) – A request for rear and side yard setbacks and building coverage for detached habitable space in the SF zoning district per Section 90-391, Section 122-238(6)a3, 122-238(6)a2, and 122-238(4)a and 122-1078 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Item postponed until a future date.

5. **Variance – 613 Margaret Street (RE# 00011290-000000; AK# 1011592) – A request for a rear yard setback for the reconstruction of a dwelling in the HHDR zoning district per Section 90-391, Section 122-630(6)c. 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 architect for the applicant, Carlos Rojas, was available for questions.

DRC Member Comments:

URBAN FORESTER:

Ms. DeMaria stated applicant will need to ensure tree protection during construction.

FIRE DEPARTMENT:

Mr. Barroso requested that no utilities be placed in setback and that applicant provide a 5ft. setback from rear of property since this would improve life safety with increased accessibility.

HARC PLANNER:

Ms. Torregrosa noted structure not listed as contributing.

ENGINEERING:

Ms. Ignaffo requested applicant should construct stormwater retention swales in the side and rear yard setbacks to direct gutter downspouts into swale areas and plant only ground cover vegetation or sod for swale stabilization.

ADA COORDINATOR:

No comments.

PLANNING DIRECTOR:

No comments.

SUSTAINABILITY COORDINATOR:

Ms. Higgins requested that the applicant consider a Keys Energy audit and consulting with a LEED certified AP to reduce costs, either FGBC certified or LEED homes.

Minutes of the Development Review Committee
May 23, 2013 DRAFT

ART IN PUBLIC PLACES:

No comments.

The following member of the public spoke on the matter:

- Jesse Anderson, 612 Griffin

6. **Variance – 612 Griffin Lane (RE# 00011230-000000; AK# 1011533) – A request for rear yard setback for the addition of a second story addition and porches in the HHDR zoning district per Section 90-391, Section 122-630(6)c. 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, Jesse Anderson, gave members an overview of the request.

DRC Member Comments:

URBAN FORESTER:

Ms. DeMaria stated applicant will need to ensure tree protection during construction and that any tree to be removed must come before the Tree Commission and to allow enough time for review. Applicant stated that no trees would be affected.

FIRE DEPARTMENT:

Mr. Barroso had concerns with life safety issues as the plan makes accessibility difficult. Applicant will need to work with the Fire Department regarding zero setback. If possible, sprinkle system installation would be desired. Also, for safety concerns due to the secluded location of the property, a larger and more visible house number is recommended.

HARC PLANNER:

Ms. Torregrosa stated that this project will require HARC approval.

ENGINEERING:

Ms. Ignaffo requested that applicant direct gutter downspouts back onto the property and into landscaped areas. Would like to have seen room made for stormwater swales.

ADA COORDINATOR:

No comments.

PLANNING DIRECTOR:

Mr. Craig was concerned with easement as per survey. He also emphasized the need for owner to meet with Fire Department as soon as possible on safety issues. Applicant stated that survey shows zero lot line; however, if neighboring property at 613 Margaret is approved, it would create a 5ft. rear setback.

SUSTAINABILITY COORDINATOR:

Ms. Higgins requested that the applicant consider a Keys Energy audit and, with the new construction, consulting with a LEED certified AP to reduce costs, either FGBC certified or LEED homes.

ART IN PUBLIC PLACES:

No comments.

Minutes of the Development Review Committee
May 23, 2013 DRAFT

7. **Major Development Plan Modification – 430 Duval Street (RE# 00006570-000000, AK# 1006807) - Request for Major Development Plan approval for the reconstruction of 7,760 square feet of non-transient commercial floor area for property located in the HRCC-1 zoning district per Section 108-91(A)(2)(b) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Cunningham gave members an overview of the MDP modification request indicating the spa project will be six rooms with baths.

The applicants, Peter Pike and Owen Trepanier, gave members an overview of the request. They emphasized the project will only touch the non-historic portion of the structure and is reconstruction of current space usage.

DRC Member Comments:

URBAN FORESTER:

Ms. DeMaria stated applicant will need to ensure tree protection during construction including parking lot areas.

FIRE DEPARTMENT:

Mr. Barroso stated that applicant must not block property ingress or egress. Mr. Barroso had concerns with life safety issues and would like to see more information on fire exits and accessibility and would work with applicants to discuss these issues. The current sprinkler system needs to be addressed before the Fire Marshall approves.

HARC PLANNER:

Ms. Torregrosa noted this was postponed from HARC until PB approval. After review of the site plans, she requested that applicants keep HARC member comments in mind during the design phase. She had concerns with the square footage and requested more details on structural element and setbacks as well as spaces open to the public.

ENGINEERING:

No comments.

ADA COORDINATOR:

Ms. Nicklaus opted to reserve commenting until plans submitted but stated that restrooms must be ADA compliant.

PLANNING DIRECTOR:

Mr. Craig had concerns on the spa design, specifically the six rooms with six baths is more hotel in design than spa familiar. He noted the lack of furniture, fixtures and equipment (FF&E), no central corridor and if future conversion to hotel rooms would be pursued. Also concerned with access for public viewing spaces.

SUSTAINABILITY COORDINATOR:

Ms. Higgins noted that La Concha currently holds a Green Lodging One Palm designation and should strive for the Two Palm designation to save on operating costs as well as increasing marketability.

ART IN PUBLIC PLACES:

Mr. Moody noted that the 1.4M estimated total cost of construction falls under the 1% ordinance and would work with applicants on art requirements for public accessibility or donation to the City.

Minutes of the Development Review Committee
May 23, 2013 DRAFT

KEYS ENERGY:

Customer will need to coordinate with KEYS and provide a Project Review Form for the re-development. KEYS will need to verify existing facilities provided are sufficient to handle any additional load impacted by the re-development.

The following member of the public spoke on the matter:

- Patrick Sector, 1015 Simonton

ADJOURNMENT

Meeting adjourned at 11:00am.

Respectfully submitted by,
Katrina Cool
Administrative Assistant II
Planning Department