

Minutes of the Development Review Committee

January 31, 2013

Approved March 28, 2013

Planning Director, Don Craig called the Development Review Committee Meeting of January 31, 2013 to order at 10:02am at Old City Hall, in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: Planning Director, Don Craig; Recreation Director, Rod Delostrinos; Engineering Services Director, Elizabeth Ignaffo; Forestry Manager, Karen DeMaria; ADA Coordinator, Diane Nicklaus; Fire Department, Jason Barroso; Police, Steve Torrence; HARC Planner, Enid Torregrosa; Building Official, John Woodson; Sustainability Coordinator, Alison Higgins.

Also in attendance were: Planning Department staff: Brendon Cunningham and Nicole Malo.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

DISCUSSION ITEMS

New Business

- 1. Major Development Plan – Truman Waterfront Park (RE# 00001630-001000, RE# 00001630-000801 and RE# 00001630-001100) – A request for a Major Development Plan for the Truman Waterfront Park as per Section 108-91 (2) b. and c., of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Items 1 and 2 were heard concurrently.

Ms. Malo gave members an overview of the major development plan request.

The applicant, Randy Hollingworth, Bermello Ajamil & Partners, Inc., gave members an overview of the request.

The following member of the public gave comments: Ron Demes, Ex-Officio, U.S. Navy

Mr. Barroso informed the applicant of the following:

- Angela Street two-way from Simonton Street out of the Fire Station #2 all the way through into Truman Waterfront entrance for Angela Street.
- Eaton Street entrance emergency access for Fire Department and Rescue vehicles only. Will need all weather surfaces to support Emergency vehicles.
- Amphitheater needs a designated area for Fire Department and Rescue vehicles only. Will need to provide a Fire Department connection and sprinkler Amphitheater. Location of connection to be approved by Fire Marshall prior to development approval.
- All fire hydrants, fire wells, and hose cabinets need to be applied for and approved by the Fire Marshall prior to development approval.
- All turnarounds and main entrance roundabout shall accommodate our largest truck Ladder 1.
- Provide Fire Department access for Fire Truck for emergency purposes located on both sides of the boat ramp. This will provide access to existing boat pier and outer mole area. Will need all weather surfaces to support Emergency vehicles.

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Mrs. DeMaria objected to the planting of Redbay and Eucalyptus trees as canopy trees. She stated the trees do not naturally occur anywhere in the Florida Keys and therefore, should not be considered for planting. It is preferred that the consultant use trees native to the Florida Keys or trees found to naturally occur in the Key West area (such as those listed in Sec 110-253 of the City of Key West Tree Protection code). She then stated that the project needs to be reviewed twice by the Tree Commission. The first time for preliminary review and the second time for plan approval just prior to getting final authorization from the City Commission. Permits will be required for the actual removal, relocation work and will be considered at a separate time. Mrs. DeMaria also stated that a short term and long term maintenance plan is needed to ensure the survivability and long term health of all the plants proposed to be placed in the park (trees, shrubs, flowers, grasses). At the present time, the City of Key West does not have the staff or the equipment to properly take care of any planting planned for the project.

Mr. Delostrinos requested a long term maintenance plan to increase in-house staff levels or contract out.

Ms. Higgins commented on the great job on the multi-modal. She requested to include preferred parking for low emission vehicles since parking lots are often included in a buildings property boundary for LEED projects. She requested for next iteration, more information on what the surface materials are and how pervious they are.

- Concurrency Information: City will be working with our new LDR's to create ways to reduce the demand side of our LOS's.
- Regarding water, she requested to aim for even less than 50% less than zoning requires and less than 4% of FKAA allowed potable. Cistern use on buildings will be helpful as a start, then greywater for landscaping.
- Regarding solid waste, she stated the applicant sure to add separate spots for trash, recycling and yard waste.
- She commented that the estimated numbers may be off as the horse stable puts out 200lbs of compostable per day.
- She commented on the lighting specifically mentioned Dark Skies guidelines and include information on Life Cycle costs as we get further refined in detail.
- Landscaping: From the plan thus far, they are very close to being able to get the park certified with Florida Yards and Neighborhoods as well as National Wildlife Federation. We should do so.

Mrs. Ignaffo stated that Pursuant to the Code of Ordinances, Chapter 108, Article II, the following comments pertaining to the Site, Conceptual Drainage, and Lighting, and Community Center Plans are provided:

- Sanitary Sewer
- The proposed Amphitheater includes 250 fixed seats and 15,000 square foot lawn area, sufficient facilities shall be provided to serve the maximum occupancy, in accordance with the Florida Building Code: Plumbing Section 403 and Chapter 64E-6.0101, F.A.C. If portable restrooms will be utilized, please designate locations within the Amphitheater, and comply with Life Safety Code means of egress.
- She requested they coordinate sanitary sewer design and points of connection through Engineering Services
- Department.
- Coordinate potable water service through Florida Keys Aqueduct Authority, including utility design, points of connection, and capacity determination for fire protection, facilities, water features, and irrigation.
- Storm water Management System

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- Conceptual Drainage Plan proposes construction of a system of storm drain inlets, piping, and dry retention ponds to receive and treat storm water runoff equivalent to one and a half inches over the entire park area, followed by disposal via two gravity injection wells. The Conceptual Drainage Plan will provide pre-treatment and disposal, as required in Chapter 108, Article VIII.
- Solid Waste
- A waste storage facility, i.e., dumpster yard, shall be provided for the Amphitheater, and located to allow access to dumpsters for use and pickup by service personnel. The yard shall be sized to contain multiple containers, providing capacity for recycle, trash, cardboard, bulk materials.
- Trash, recycle, and landscaping waste storage of sufficient capacity shall be provided for at the Community Center, Building 103, and Maintenance Facility. All waste storage areas shall be screen and located, in accordance Secs. 108-279 and -280.
- Roadway
- The plan proposes two-way park access at Angela Street and Southard Street, and construction of a 40-foot roadway that includes eight-foot bike lanes on each side, vehicle roundabouts, and a 32-foot road with four-foot bike lanes on each side.
- A relatively straight section of roadway from the Mole Pier park entrance roundabout to the Naval Base entrance may experience traffic traveling at a higher than acceptable rate of speed. This section of roadway includes three pedestrian crossings. Pedestrian and bicyclist safety is a concern.
- Traffic calming treatments that have been incorporated into the plan include textured and color pigmented pavement at crosswalks and along bike lanes which will create driver awareness to pedestrians and bicyclists. Marked crosswalks are typically ineffective at affecting a motorist's velocity. More appropriate traffic calming treatments for reducing vehicle speed include raised crosswalks and roadway geometry features, such as curved and narrowed travel lane width, installation of speed humps with barrier between travel lane and bicycle lane, and creation of median islands at pedestrian crossings. Please address and build into the roadway design traffic calming measures that will reduce the speed of traffic and ensure the safety of pedestrians and bicyclists.
- Olivia Street, Petronia Street and Geraldine Street are shown on the plan to be two-way traffic. These streets are one-way traffic. Please revise the site plan to show these streets to one-way. Parking Areas and Loading Spaces Scooter parking spaces are not shown on the site plan. Please provide scooter parking spaces,
- minimum dimensions 3'x6', equally spaced, and located near features and entrances. Parking facilities are located more than 500 feet from the CGC Ingham Museum. Passenger bus drop-off loading zone is not provided. Please provide parking and passenger loading zone facilities to accommodate visitors with disabilities. ADA accessible parking spaces and routes shall be provided in accordance with Florida Building Code: Accessibility.
- The parking area for the Amphitheater is located across the road. Pedestrian crosswalks are not provided from the parking area to the Amphitheater. Crosswalks should be raised or incorporate medians, which are traffic calming measures that will slow vehicles, thereby reducing speeds. The Amphitheater loading zone space is not shown on the site plan. Please provide loading zones for the Amphitheater, as necessary for delivery of production equipment, supplies, and emergency vehicle access. Vehicle access to the rear of the Amphitheater is not show. Please provide a service/emergency access road to the rear of the Amphitheater. Provide passenger and bus drop/off loading zones for the Community Center, and include bus parking, sufficient to serve events held at the Amphitheater and Community Center. Provide and identify passenger drop/off and delivery loading zones for the Historic Building 103. Provide employee vehicle parking and equipment storage area at the Potential Maintenance Facility.
- Site Lighting
- Exterior lighting shall be shielded to minimize impact on the surrounding properties, installed in accordance with Sec. 108-284. Parking areas and bicycle racks shall be thoroughly illuminated. Please coordinate lighting plans, including fixture intensities and locations, with the U.S. Navy and U.S. Coast Guard, Sector Key West.

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Mr. Torrence requested traffic for trollies, proper lighting, lot (lighting requested industry/park standards). Emergency call boxes throughout park.

Keys Energy comments:

- KEYS will need to have an easement for access to power poles within the Navy 50 foot set. No trees or swales are to be within the easement. KEYS will need to have heavy truck access.
- Existing overhead temporary facilities feeding the Coast Guard "The Ingram" will need to be relocated and cost to be paid by others.
- Requested an easement for the existing electrical facilities behind KEYS' Angela Street substation. No trees or swales are to be within the easement. KEYS will need to have heavy truck access.
- Requested a Master Plan for the current and future facilities as it relates to electrical loads.

2. **Variances – Truman Waterfront Park (RE# 00001630-001000, RE# 00001630-000801 and RE# 00001630-001100) – A request for variances to parking requirements and to substitute additional bicycle parking for the Truman Waterfront Park Master Plan as per Section 108-572, Section 108-574, and Section 90-391 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Item heard with item 5, please see comments above.

ADJOURNMENT

Meeting adjourned at 11:19am.

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



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Key West, FL 33040-6100
www.KeysEnergy.com

UTILITY BOARD OF THE CITY OF KEY WEST

January 31st, 2013

Mr. Don Craig
City of Key West
PO Box 1409
Key West, Florida 33040

RE: SPECIAL DEVELOPMENT REVIEW COMMITTEE MEETING
KEYS ENERGY SERVICES COMMENTS MEETING OF January 31st, 2013.

Dear Mr. Don Craig:

Keys Energy Services (KEYS) received the Special Development Review Committee Agenda for January 31st, 2013. KEYS has reviewed the items that will be discussed at the City's Development Review Committee meeting.

Below are KEYS' comments:

1. LOCATION: Truman Waterfront Park – Major Development Plan
COMMENT: KEYS will need to have an easement for access to power poles within the Navy 50 foot set. No trees or swales are to be within the easement. KEYS will need to have heavy truck access.

Existing overhead temporary facilities feeding the Coast Guard "The Ingram" will need to be relocated and cost to be paid by others.

KEYS will need an easement for the existing electrical facilities behind KEYS' Angela Street substation. No trees or swales are to be within the easement. KEYS will need to have heavy truck access.

Need to have Master Plan for current and future facilities as it relates to electrical loads.
2. LOCATION: Truman Waterfront Park – Variances
COMMENT: KEYS has no objections to the Variances.

Thank you for giving KEYS the opportunity to participate in the City's review process. If you have any questions, please call me at 295-1055.

Sincerely,

Matthew Alfonso

Matthew Alfonso

Matthew Alfonso
Supervisor of Engineering
Matthew.Alfonso@KeysEnergy.com

MA/mpd

c:
L. Tejada, General Manager & CEO
J. Wetzler, Asst. General Manager & CFO
D. Finigan, Director of Engineering & Control
A. Tejada, Director of Customer Service
File: PLI-132



City of Key West, FL

Old City Hall
510 Greene Street
Key West FL 33040

Meeting Agenda Full Detail - Final Development Review Committee

Thursday, January 31, 2013

10:00 AM

Old City Hall

ADA Assistance: It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 305-809-1000 or the ADA Coordinator at 305-809-3951 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

Call Meeting to Order

Pledge of Allegiance to the Flag

Roll Call

Approval of Agenda

Discussion Items

- 1** **Major Development Plan - Truman Waterfront Park (RE# 00001630-001000, RE# 00001630-000801 and RE# 00001630-001100)** - A request for a Major Development Plan for the Truman Waterfront Park as per Section 108-91 (2) b. and c., of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Attachments: [Summary of Park Master Plan](#)
[Truman Waterfront Submittal and Approval Schedule.pdf](#)
[Application, Authorization, Ownership](#)
[Quitclaim Deed](#)
[Application Narrative](#)
[MCPA Record Cards](#)
[Site Plan Index](#)
[Overall Site Plans](#)
[Survey](#)
[Horse Stables Elevation and Floor Plan](#)
[Community Center Elevation and Floor Plan](#)
[Tree Disposition Plan \(Sections\)](#)
[Landscape Plan](#)
[Conceptual Drainage Plan \(Sections\)](#)
[Electrical and Lighting Plan](#)
[Building 103 Elevation and Floor Plans](#)
[Traffic Impact Statement](#)

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Variations - Truman Waterfront Park (RE# 00001630-001000, RE# 00001630-000801 and RE# 00001630-001100) - A request for variations to parking requirements and to substitute additional bicycle parking for the Truman Waterfront Park Master Plan as per Section 108-572, Section 108-574, and Section 90-391 of the Land Development Regulations of the Code of Ordinances of the City of Key West.

- Attachments:** [Summary of Park Master Plan](#)
[Truman Waterfront Submittal and Approval Schedule.pdf](#)
[Variance Application](#)
[Authorization, Ownership](#)
[MCPA Record Cards](#)
[Survey](#)
[Overall Site Plans](#)
[Tree Disposition Plan \(Sections\)](#)
[Conceptual Drainage Plan \(Sections\)](#)
[Landscape Plan](#)
[Community Center Elevation and Floor Plan](#)
[Horse Stables Elevation and Floor Plan](#)
[Building 103 Elevation and Floor Plans](#)
[Electrical and Lighting Plan](#)
[Traffic Impact Statement](#)
[Summary of Park Master Plan](#)
[Appendix C - ALL Site Plans](#)
[Site Survey Plans](#)
[Zoning Overlay Map](#)

Adjournment

MEMORANDUM

DATE: January 31, 2013

RE: Truman Waterfront Park-DRC Meeting Notes and Comments

FROM: Karen DeMaria, Urban Forestry Manager, City of Key West

On behalf of the Tree Commission, I reviewed the preliminary plans for the Truman Waterfront Park and made the following comments during the DRC meeting on January 31, 2013.

*I object to the planting of Redbay and Eucalyptus trees as canopy trees. These trees do not naturally occur anywhere in the Florida Keys and therefore, should not be considered for planting. It is preferred that the consultant use trees native to the Florida Keys or trees found to naturally occur in the Key West area (such as those listed in Sec 110-253 of the City of Key West Tree Protection code).

*The project needs to be reviewed twice by the Tree Commission. The first time for preliminary review and the second time for plan approval just prior to getting final authorization from the City Commission. Permits will be required for the actual removal, relocation work and will be considered at a separate time.

*A short term and long term maintenance plan is needed to ensure the survivability and long term health of all the plants proposed to be placed in the park (trees, shrubs, flowers, grasses). At the present time, the City of Key West does not have the staff nor the equipment to properly take care of any planting planned for the project.