

**Minutes of the Development Review Committee**  
**Meeting of January 27, 2011**

Don Craig, Planning Director, convened a meeting of the Development Review Committee of the City of Key West at 10:00 AM, January 27, 2011. The meeting was held at Old City Hall, in the antechamber at 510 Greene Street, Key West.

**Roll Call**

**Present for the Roll Call were:**

Donald Craig, Interim Planning Director  
John Cruz, Building Official  
Diane Nicklaus, ADA Coordinator  
Enid Torregrosa, HARC Planner  
Cynthia Domenech-Coogle, Landscape Coordinator

Alan Averette, Fire Department  
Elizabeth Ignaffo, General Services  
Steve Torrence, KWPD

**Planning Staff:**

Brendon Cunningham  
Nicole Malo

Ashley Monnier

**Comments received from:**

Myra Wittenberg, DOT Director

Keys Energy

**Approval of Agenda**

Alan Averette made a motion to approve the agenda; the motion was seconded by Enid Torregrosa. Motion carried.

**1. Approval of Minutes**

**December 17, 2010**

Steve Torrence made a motion to approve the December 17, 2010 meeting minutes; the motion was seconded by Enid Torregrosa. Motion carried.

**Discussion Items**

2. **Easement- 300 Grinnell (RE Number 00002780-000000)** - A request for easement in the HRCC-2 zoning district per Section 2-938 of the Code of Ordinances of the City of Key West, Florida.

Brendon Cunningham reviewed the project.

Mr. Craig requested that the item be heard at the next meeting.

3. **Easement – 1124 Eaton Street (RE# 00004700-000000)** – An easement request for front porch encroachments for property in the HNC-2 zoning district per Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Nicole Malo reviewed the project. Ms. Malo asked the applicant if the chain-link fence was going to be removed.

The applicant Mark Smith stated that there was a HARC approval to replace the chain-link fence with a wooden fence.

Nicole Malo requested site plans to reflect the placement of the fence.

Mr. Craig clarified that the purpose of the easement was for the porch encroachment.

Ms. Ignaffo asked the applicant if there would be landscape planting in front of the porch.

Mr. Smith stated that the current planter area will remain.

Ms. Ignaffo stated that the landscaping adjacent to the driveway should be below 30" or above 72" so that traffic is visible when moving out of the driveway.

Mrs. Domenech-Coogle asked the applicant if the planter was on city property.

Mr. Smith stated that the planter was on city property in the requested easement.

Mrs. Domenech-Coogle requested information regarding what is currently in the planter and what is being proposed to be planted as it will require permitting.

- 4. Easement – 1415 Olivia (RE# 00023940-000000)** – An easement request with the City of Key West for 204 square feet of encroachment for purposes of constructing a fence in the Historic Medium Density Residential zoning district per Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Patrick Wright reviewed the project.

The applicant David Knoll presented the project.

Mrs. Domenech-Coogle requested that the applicant fill out the right-of-way application form locating the trees on city property.

Ms. Ignaffo explained the city's future plans for extending the sidewalk, and added that the fence would have to be removed when the city extends the sidewalk.

Mr. Cruz, Mr. Torrence, Mr. Averette, Mrs. Torregrosa, and Mrs. Nicklaus had no comments.

Mr. Craig suggested that the applicant move the fence to a distance within the easement where it would not have to be removed if the sidewalk was increased.

Ms. Ignaffo suggested that the applicant meet with the engineering department to discuss future sidewalk plans and fence placement.

- 5. Variances - 1415 Olivia Street (RE# 00023940-000000)** For front and side-yard setback requirements in the HMDR zoning district per Section 122-600 (6) a. and b. as required when the renovation or reconstruction exceeds 66% of the assessed or appraised value of the structure per Section 122-28 (b) of the Land Development Regulations of the City of Key West.

Brendon Cunningham reviewed the project.

David Knoll presented the project.

Ms. Ignaffo, Mr. Cruz, and Mrs. Nicklaus had no comments.

Mr. Averette stated that as long as the new addition meets setbacks and the existing building is not changing the footprint, Fire Department has no issues.

Mrs. Torregrosa stated that the addition has been approved by HARC, and she requested that the HARC approval number be listed on the variance application.

Mrs. Domenech-Coogle requested that the applicant set up a site visit.

- 6. Minor Development Plan and Conditional Use – 305 Petronia Street, 309 Petronia Street, 729 Thomas Street, (RE# 0001325000000, 00013270-000000, 00013260-000000) – A minor development plan and conditional use request for the addition of 1,365 square feet of consumption area, and the addition of 91 seats, a combination of which are proposed indoors and outdoors in the HNC-3 zoning district per Section 108-91 (A.)(c) and 122-868 (9) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Ashley Monnier reviewed the project. She reviewed site plan and consumption area clarifications that needed to be made as well as waste management and lighting plan corrections and existing and proposed delineation that needed to be made. Concerning the variance, Mrs. Monnier asked for clarification to be demonstrated on the site plans for parking. Mrs. Monnier clarified that the 22 parking spaces are approved spaces and not existing.

Mrs. Domenech-Coogle stated that the applicant had met their requirements for buffer and landscaping.

Mr. Torrence stated the applicant should contact ABT regarding consumption with alcohol.

Mrs. Torregrosa and Mr. Cruz had no comments.

Mrs. Nicklaus stated that the site plan was unclear on the configuration of the tables regarding accessibility. She added that because of increased seating the bathroom numbers may not be adequate.

Alan Averette stated the seating calculation may conflict with exits as well as ADA.

Mr. Craig stated that from a planning standpoint the seating was calculated by 15 square feet per seat which allows a standard table, the occupancy of the seat, and meet the circulation standards around the table. He added that the fire department may need to do a site visit to verify exit signage that meets seating requirements, as well as ADA to verify if the 15 square feet includes the 36'' for circulation.

Mrs. Ignaffo stated the plans don't address any additional uses, because of the increased number of seats will cause additional impacts with garbage, sewer and water. She added that current and future usage would need to be indicated on the plans.

Mrs. Nicklaus stated that she would need to do a site visit to determine bike rack space and capacity.

Public Comment:

Marcy Rose, 810 Thomas Street

Jeffrey Dunaway, 807 Thomas Street

Mr. Craig responded to Ms. Rose's comments concerning parking, traffic, and deliveries issues in the surrounding area. Mr. Craig stated that Code Compliance and the Parking Department would be notified about the delivery truck issues.

7. **Variance– 305 Petronia Street, 309 Petronia Street, 729 Thomas Street, (RE# 0001325000000, 00013270-000000, 00013260-000000)** – A variance requesting to waive parking requirements for 30 spaces, 6 of which are being requested to be substituted with bicycle spaces, in the HNC-3 zoning district per Section 108-572 (9) and 108-574 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

See comments for Item 6.

8. **Easement – 305 Petronia Street, 729 Thomas Street (RE# 0001325000000, 00013260-000000)** – A request for easements in the HNC-3 zoning district per Section 2-938 of the Code of Ordinances of the City of Key West, Florida.

See comments for Item 6.

### **Adjournment**

A motion to adjourn was made by Alan Averette and seconded by Mr. Cruz. Motion was carried by unanimous voice vote. Meeting adjourned at 11:12 am.

Respectively Submitted,  
Patrick Wright  
Administrative Coordinator