

# **Minutes of the Development Review Committee**

## **March 14, 2014 DRAFT**

**HARC Planner, Enid Torregrosa called the Development Review Committee Meeting of March 14, 2014, to order at 10:15am at Old City Hall in the antechamber at 510 Greene Street, Key West.**

### **ROLL CALL**

**Present were:** Fire Department Jason Barroso, Engineering Services, Elizabeth Ignaffo, Police Department, Steve Torrence, Building Official, Ron Wampler, HARC Planner, Enid Torregrosa, Director of Transportation, Norman Whitaker, Sustainability Coordinator, Alison Higgins, and Art in Public Places, Dick Moody

**Not present were:** Planning Director, Don Craig, Recreation Director, Greg Veliz, and Urban Forestry Manager, Karen DeMaria,

**Comments provided by:** Keys Energy

**Also in attendance was Planning Department staff:** Nicole Malo, Carlene Smith and Jo Bennett

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF AGENDA**

Motion to approve the agenda was made by Ms. Elizabeth Ignaffo and seconded by Mr. Steve Torrence.

### **DISCUSSION ITEMS**

#### **New Business**

1. **Conditional Use – Truman Waterfront (RE# 00001630-001000; AK# 9038855)** - An application for a Conditional Use for a restaurant within the Truman Waterfront parcel located in the Historic Public Service and Semipublic Service -1 (HPS-1) zoning district pursuant to Section 122-61 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Ms. Malo gave members an overview of the conditional use request.

#### **DRC Member Comments:**

#### **ART IN PUBLIC PLACES:**

No comments.

#### **POLICE DEPARTMENT:**

No comments.

#### **HARC PLANNER:**

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Ms. Torregrosa does not have any concerns with the conditional use other than how the exhaust mechanics will be located in the roof of the building; it will have a visual impact on the roof as well as the A/C units.

### **ENGINEERING:**

Ms. Ignaffo stated that Angela Street is shown as a two-way entrance into the park. Angela Street at the intersection with Emma Street becomes one-way traffic away from the park. Please coordinate the Angela Street two-way entrance with the Bahama Village/Truman Waterfront Connectivity Project.

### **FIRE DEPARTMENT:**

Mr. Barroso stated this space will require being fire alarmed, sprinkled and come into compliance with life safety codes.

### **BUILDING OFFICIAL:**

Mr. Wampler had concerns about the outside entrances.

### **DIRECTOR OF TRANSPORTATION:**

Mr. Whitaker stated that the outside pad with loading has to be conformed to ADA compliance for easy access of wheelchairs.

### **SUSTAINIBILITY COORDINATOR:**

Ms. Higgins stated that as part of the conditional use request to go for the GOLD LEED certification. Pertaining to the lessee in the future to urge no driving, obtain a green business certification and to partner with the community garden to give food waste or obtain local food.

### **KEYS ENERGY:**

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 KETS' Angela Street substation. No trees or swales are to be within 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. **Easement - 711 Duval Street (RE# 00015760-000000; AK# 1016136)** - A request for an easement in order to maintain an existing marquee and add a new retractable awning on the Duval Street right-of-way on property located within the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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Ms. Smith gave members an overview of the easement request. Ms. Smith stated that the new retractable awning will be removed from the easement request, as this is done administratively through the Building Official.

The applicant, Michael Ingram, gave members an overview of the easement request.

**DRC Member Comments:**

**ART IN PUBLIC PLACES:**

No comments.

**POLICE DEPARTMENT:**

No comments.

**HARC PLANNER:**

Ms. Torregrosa stated to make sure that the retractable awning be removed from the application.

**ENGINEERING:**

Ms. Ignaffo stated that the survey identifies brick installed in the sidewalk right-of-way. Please apply for a revocable license to include the brick installed at the entrance across the sidewalk.

Pursuant to Florida Accessibility Code, changes in vertical level shall be no greater than ¼ inch. Field observation of the brick shows no apparent variation in vertical elevation. Utility boxes and covers are installed flush in the walkway.

**FIRE DEPARTMENT:**

Mr. Barroso agreed with Mr. Wampler's comments.

**BUILDING OFFICIAL:**

Mr. Wampler requested a structure report to be included with the easement application.

**DIRECTOR OF TRANSPORTATION:**

Mr. Whitaker agreed with Mr. Wampler's comments.

**SUSTAINIBILITY COORDINATOR:**

No comments.

**KEYS ENERGY**

KEYS has no objections to the easement request.

3. **Easement - 801 Emma Street (RE# 00014640-000000; AK# 1015024)** - A request for an easement in order to maintain an existing concrete porch on the Emma Street right-of-way on property located within the Historic Neighborhood Commercial (HNC-3) zoning district pursuant to Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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Ms. Smith gave members an overview of the easement request.

**DRC Member Comments:**

**ART IN PUBLIC PLACES:**

No comments.

**POLICE DEPARTMENT:**

No comments.

**HARC PLANNER:**

Ms. Torregrosa thinks that a special purpose survey is needed. The current survey does not show the overhangs very well. She feels that there is an encroachment on both sides.

**ENGINEERING:**

No objection.

**FIRE DEPARTMENT:**

Mr. Barroso stated to make sure that the structure, an existing concrete porch, be structurally safe.

**BUILDING OFFICIAL:**

Mr. Wampler stated that there should be an agreement for structural integrity. In looking at the roofline, what are they doing about stormwater? Maintenance agreement should state that this will be properly maintained.

**DIRECTOR OF TRANSPORTATION:**

Mr. Whitaker stated that any encroachment on the sidewalk has to maintain ADA accessibility. If it does interfere with street, must have a good curb cut.

**SUSTAINIBILITY COORDINATOR:**

No comments.

**KEYS ENERGY**

KEYS has no objections to the easement request.

**ADJOURNMENT**

Meeting adjourned at 10:44am

**Respectfully submitted by,**  
*Stacy L. Gibson*  
*Administrative Assistant II*  
*Planning Department*