



EXECUTIVE SUMMARY

To: Jim Scholl, City Manager

Through: Patrick Wright, Planning Director

From: Vanessa Sellers, Planner II

Meeting Date: July 16, 2019

Agenda Item: **Minor Development Plan – 501-503 Front Street (RE# 00000100-000000)** – A request for minor development plan approval to allow for the addition of 706-square-feet of new floor area to an existing structure located in the Historic Residential Commercial Core Duval Street Gulfside (HRCC-1) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Request: Minor development plan approval for the addition of 706-square-feet of new floor area in the historic district.

Applicant: Trepanier & Associates, Inc.

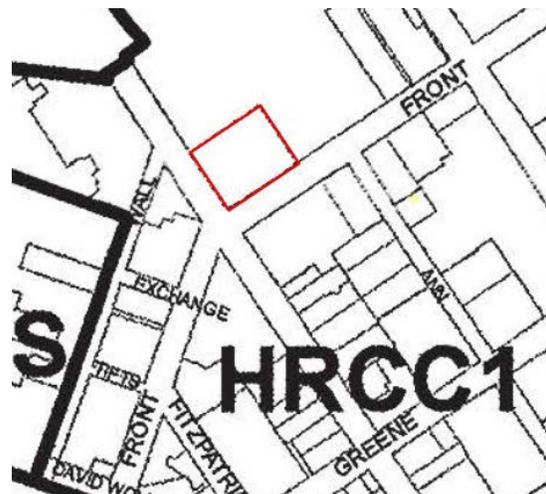
Property Owners: Conch Tour Train, Inc.

Location: 501-503 Front Street (RE# 00000100-000000)

Zoning: Historic Neighborhood Commercial District – Truman/Simonton (HNC-1)



Aerial image of the subject property



Subject property delineated on the Official Zoning Map

BACKGROUND:

The subject property is located at 501-503 Front Street and is within the Historic Residential Commercial Core Duval Street Gulfside (HRCC-1) zoning district. The properties to the east, west, north, and south are also in the HRCC-1 zoning district. The parcel is 18,750-square-feet and contains one 1-story structure and one 2-story structure.

The subject property is within the Key West Historic District boundaries. Proposals of new construction, major alterations, and additions to existing structures within the historic district are reviewed for appropriateness by the Historic Architectural Review Committee (HARC) and are governed by the HARC Guidelines since such major changes may have a strong effect on the nature of structures and the neighborhood streetscape.



B&W photo of the gasoline filling station

The Sanborn Map Company report from 1960 indicates the property was once used as a gasoline filling and service station. According to the Monroe County Property Appraiser, the existing 1-story structure on the parcel was built in 1975 and the existing 2-story structure was constructed in 1988.

The proposed Minor Development Plan seeks to construct an additional 706-square-feet of new floor area to the existing 1-story structure. The following development approvals would be necessary:

- A variance to off-street parking requirements due to the construction of 706-square-feet of new nonresidential floor area within the historic commercial pedestrian-oriented area pursuant to section 108-573 (b) (1). The Planning board approved the applicant's request for a variance on April 18, 2019 through Resolution no. 2019-026.
- Minor Development Plan review is required due to the addition of 500 to 2,499 square feet of nonresidential floor area within the Historic District pursuant to section 108-91.A.1(b).

EXISTING CONDITIONS AND ADDITIONAL BACKGROUND:

A search of city records revealed ten (10) active business licenses at the subject property. The property contains several ticket booths and retail spaces. The property also has five (5) loading zones for tour trains.

PROPOSED DEVELOPMENT:

The proposal is to renovate the existing 1-story structure and add a 689-square-foot second floor. According to the application, the development will also include façade updates.

SURROUNDING ZONING AND USES:

Surrounding properties are also located within the Historic Residential Commercial Core Duval Street Gulfside (HRCC-1) zoning districts. Surrounding uses include two large resort-style hotels, a coffeeshop, an ice cream parlor, a large drugstore, several restaurants & bars, and several clothing & merchandise retailers. The property is located approximately 200-feet from the waterfront and approximately 200-feet from Mallory Square.

CITY ACTIONS:

Development Review Committee:	January 24, 2019
Conceptual Landscape Plan:	March 11, 2019 (approved)
Planning Board:	March 21, 2019 (approved)
Historic Architectural Review Committee:	May 28, 2019 (approved)
Final Landscape Plan:	June 12, 2019 (staff approved)
City Commission:	July 16, 2019
DEO review:	Up to 45 days, following local appeal period

PLANNING STAFF ANALYSIS:

City Code Section 108-91 A 1 (b) requires Minor Development Plan approval for the addition or reconstruction of 500 to 2,499-square-feet of gross nonresidential floor area within the Key West Historic District.

City Code Section 108-196 (a) states after reviewing a Minor Development Plan for a property and staff recommendations therefor, the Planning Board shall act by resolution to approve, approve with conditions, or disapprove it based on specific development review criteria contained in the LDRs and the intent of the LDRs and comprehensive plan. The Planning Board resolution shall provide written comments documenting any conditions of approval that the Planning Board finds necessary to effectuate the purpose of Development Plan review and carry out the spirit and purpose of the Comprehensive Plan and the LDRs. If the Development Plan is recommended for disapproval, the Planning Board resolution shall specify in writing the reasons for recommending such denial.

OPTIONS / ADVANTAGES / DISADVANTAGES:

Option 1: **Approve** the request with conditions (listed below) as advised by the Planning Board in Resolution no. 2019-027.

- a. Consistency with the City’s Strategic Plan, Vision, and Mission:**
Granting the request would be consistent with the Economic and Environmental goals of the Strategic Plan.
- b. Financial Impact:**
The City would collect building permit, licensing, and impact fees during subsequent phases of development. There would be no cost to the City for granting the request.

Option 2: **Deny** the request based on findings that the proposed development does not comply with the criteria established by the Comprehensive Plan and the Land Development Regulations.

- a. Consistency with the City’s Strategic Plan, Vision, and Mission:**
Denial of the request would be inconsistent with the Strategic Plan.
- b. Financial Impact:**
There would be no cost to the City for denying the request.

RECOMMENDATION:

Staff and the Planning Board, based on the criteria established by the Comprehensive Plan and the Land Development Regulations, recommends **Option 1** to the City Commission, approving the request with conditions as outlined below:

General conditions:

1. The proposed development shall be consistent with the plans dated April 11, 2019 by William P. Horn Registered Architect.
2. The hours of construction shall be in compliance with City Code Section 26-193 (3) and be limited to 8 AM to 7 PM Monday through Friday, and 9 AM to 5 PM on Saturday.
3. During all phases of construction, temporary fencing shall be installed and maintained. All adjacent City streets and sidewalks shall be kept clean and clear of construction debris.
4. Two (2) accessible restrooms shall remain open to the public during normal hours of operation.

Conditions prior to issuance of a building permit:

5. Applicant shall coordinate with Keys Energy Services a full project review.