

# Minutes of the Development Review Committee

## May 24, 2012

**DRAFT**

Senior Planner Brendon Cunningham called the Development Review Committee Meeting of May 24, 2012 to order at 10:00 am at Old City Hall, in the antechamber at 510 Greene Street, Key West.

### ROLL CALL

**Present were:** Chairman Brendon Cunningham, HARC Planner Enid Torregrosa, General Services Elizabeth Ignaffo, Police Department Steve Torrence, Fire Inspectors Alan Averette and Jason Barroso, Urban Forestry Manager Paul Williams, ADA Coordinator-Written Comments, Sustainability Coordinator-Written Comments.

**Also in attendance were:** Planning Department staff: Lindsey Ballard, Carlene Smith, Ginny Haller and Scott Fraser.

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

**A motion to approve the agenda was made by Ms. Enid Torregrosa and seconded by Ms. Elizabeth Ignaffo.**

### APPROVAL OF MINUTES

#### 1. March 22, 2012

**A motion to approve the March 22, 2012 minutes was made by Ms. Enid Torregrosa and seconded by Mr. Paul Williams.**

#### 2. April 24, 2012

**A motion to approve the April 24, 2012 minutes was made by Ms. Enid Torregrosa and seconded by Mr. Paul Williams.**

### DISCUSSION ITEMS

#### 3. **Exception for Outdoor Merchandise Display - 1120 Duval Street (RE# 00027930-000000) – A request to allow the display of merchandise in the HRCC-3 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ginny Haller gave members an overview of the project.

Mr. Alan Averette requested that nothing block the front and back doors at anytime.

Mrs. Enid Torregrosa requested that nothing be displayed on the shutters and/or columns.

Ms. Diane Nicklaus commented that there needs to be a 36” clear space around the display at all times.

Landscaping, General Services, Sustainability and Police Department had no comments.

#### 4. **Exception for Outdoor Merchandise Display - 408 Greene Street (RE# 00001500-000000) – A request to allow the display of merchandise in the HRO zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

**Minutes of the Development Review Committee**  
**May 24, 2012**

**DRAFT**

Ginny Haller gave members an overview of the project.

Ms. Enid Torregrosa informed the applicant that the current sign needs HARC approval and that it is not to be displayed on the column. She then stated that the survey and the deed need to be submitted.

Mr. Alan Averette commented that nothing can impede on the egress or ingress.

Ms. Diane Nicklaus commented that there needs to be a 36" clear space around the display for accessibility.

Landscaping, General Services, Sustainability and Police Department had no comments.

**5. Conditional Use - 1200-1212 White Street (RE# 00033010-000000) - A request to allow small recreational power-driven equipment rentals in the HNC-1 zoning district per Section 122-808 (14) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

The applicant gave members an overview of the project.

Ms. Enid Torregrosa requested that the items on the application be completed.

Ms. Diane Nicklaus commented that the ADA accessibility, both for entrances and restrooms would need to be provided if you have public access and that these issues would be addressed prior to issuance of a certificate of occupancy.

Landscaping, General Services, Police Department, Fire and Sustainability have no comments.

**6. Major Development Plan - 223 Elizabeth Street (RE# 00000710-000101, 00000710-000102, 00000720-000000, 00000730-000000, 00000740-000000, 00000750-000000, 00000760-000000, 00000800-000000, 00000810, 00000840- 000000) – A request to construct a hotel complex in the HRCC-1 zoning district per Section 108-91 A. 2. (a) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

The applicant gave members an overview of the project.

Ms. Elizabeth Ignaffo requested that the Civil Engineer and Landscape Designer coordinate their plans to prevent plant material installation in the same location as the stormwater management system. Preliminary plans show tree and shrub installation over proposed exfiltration trenches.

Ms. Diane Nicklaus commented that the accessibility would be addressed during the Building plan review process.

Landscaping, HARC, Fire, Police Department and Sustainability had no comments.

**7. Conditional Use - 529 Whitehead Street (RE# 00010000-000000) – A request to allow commercial sales accessory to a cultural and civic use in the HRO zoning district per Section 122-928 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

The applicant gave members an overview of the project.

Mr. Alan Averette requested that heat detectors be installed.

**Minutes of the Development Review Committee**  
**May 24, 2012**

**DRAFT**

Mrs. Enid Torregrosa commented that the signs need to be approved by HARC and any vents or piping outside the building will also need HARC approval.

Ms. Elizabeth Ignaffo commented that there needs to be outside lighting if there are night classes.

Ms. Alison Higgins commended the applicant for their excellent non-toxic and highly reusable business operations and suggested that they please consider voluntary upgrades to higher efficiency lighting to reduce your monthly bills. Also please post the [www.kwtransit.com](http://www.kwtransit.com) link to your website to ease traffic.

Landscaping, Police Department, and ADA had no comments.

- 8. Variances - 1101 Simonton Street (RE# 00027480-000000) - A variance for detached habitable space and side and rear-yard setback requirements in the HNC-1 zoning district per Section 122-1078 and 122-810 (6) b. & c. of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

The applicant's attorney gave members an overview of the project.

Ms. Alison Higgins commented that if the variance is granted that she suggests requiring it to come into new Florida Code Compliance.

Landscaping, Fire, ADA, HARC, Police Department and General Services all had no comments.

Mr. Averette voiced his concern that if there is a fire how would the tenants get out of the building. He suggested that the property owners create a secondary means of exit, by installing a compliant window.

**ADJOURNMENT**

**A motion to adjourn was made by Mr. Alan Averette and seconded by Ms. Enid Torregrosa.**

Meeting adjourned at 11:17 am.

**Respectfully submitted by,  
Lindsey Ballard  
Secretary III  
Planning Department**