

# Minutes of the Development Review Committee

## January 24, 2013 **DRAFT**

Planning Director, Don Craig called the Development Review Committee Meeting of January 24, 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; HARC Planner, Enid Torregrosa; Engineering Services Director, Elizabeth Ignaffo; ADA Coordinator, Diane Nicklaus; Fire Department, Jason Barroso; Building Official, John Woodson.

Also in attendance were Planning Department staff: Brendon Cunningham, Ginny Haller and Karen DeBerjeois.

**Comments Received By:** Keys Energy and Keys Aqueduct.

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

#### Approval of Minutes

**December 21, 2012**

Minutes were approved by voice vote.

### DISCUSSION ITEMS

#### New Business

- 1. Easement – 1415 Alberta Street (RE#00037590-000000) – A request for an easement of 446 square feet, more or less, to address the encroachment a roof overhang, fence and air conditioner on the alley at rear of property for a residential structure located on Alberta Street as per Section 90-587 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the Easement request.

Mr. Barroso requested a 5 foot setback and 10 foot setback for propane tanks.

Mr. Woodson had no comments.

Mrs. Torregrosa had no comments.

Mrs. Ignaffo requested that the applicant relocate air conditioner units off of the alley and onto the residential property.

Mrs. Ignaffo also requested that the applicant relocate liquefied petroleum gas tank(s) off of the alley right-of-way and onto the residential property, in accordance with the Florida Building Code: Fuel Gas, Florida Fire Prevention Code, and NFPA 58.

Mrs. Ignaffo requested they coordinate relocation of tanks with the Building Department. At a minimum, LPG cylinders that are filled onsite shall be located a minimum distance of 10 feet from ignition sources (typical ignition sources are central AC compressors and electrical panels), openings into direct-vent appliances and mechanical ventilation air intakes, and 3 feet from windows and exhaust fans.

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Ms. Nicklaus had no comments.

Mr. Craig expressed concerns with fire and building. He then stated that City Commission recommends only easements be granted for overhangs on roof. He then requested the gas tank and air conditioner be moved to preserve the alley.

Keys Energy had no objections.

FKAA has no objections.

### **2. Variances - 2413 Linda Avenue (RE#00064180-000000) – A request for side-yard setback requirements in the SF zoning district per Section 122-238 (6) a. 2. of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the Variances request.

Mr. Barroso stated that he must speak with the Fire Marshall.

Mrs. Torregrosa had no comments.

Mrs. Ignaffo had no comments.

Ms. Nicklaus had no comments.

Mr. Craig requested a survey in the DRC file may be required to move the shed 2 ½ feet for fire safety. He then stated that the Planning Board reserves recommendation until they hear from the Fire Marshall.

Keys Energy had no objections.

FKAA has no objections.

(Mr. Woodson will provide written comments to Planner).

### **3. Conditional Use – 1970 North Roosevelt Boulevard (RE#00051860-000000) – A request for a conditional use approval for property in the CG zoning district per Section 122-418 (21) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the Conditional Use request.

The applicant, Patrick Wright, Trepanier & Associates, gave members an overview of the request.

Mr. Barroso had no comments.

Mrs. Torregrosa had no comments.

Mrs. Ignaffo had no comments.

Ms. Nicklaus stated ADA regulations changed since the building was in operation (i.e, lift testing for functioning order, etc).

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Mr. Craig requested the applicant amend site plans to show parking plan, 5 handicap parking spaces and landscaping. He then requested that the applicant coordinate with the Engineering Department.

Keys Energy requested bucket truck access to the rear of property. Keys has high voltage that needs to be maintained.

FKAA has no objections.

(Mr. Woodson will provide written comments to Planner).

**4. Variances – 317 Catherine Street (RE#00026330-000000) – A request for side and rear yard setbacks, building coverage, impervious surface, and open space in the HMDR zoning district per Section 90-391, Section 122-600(6)b, 122-600(6)c, 122-600(4)a, 122-600(4)b, and of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the Variances request.

The applicant, Bill Horn, Bill Horn Architects, gave members an overview of the request.

Mr. Barroso the southwest setback asking for 5 foot setback for fire and safety issues.

Mr. Woodson had no comments.

Mrs. Torregrosa stated that the building is listed as altered but contributing. The proposed new structure on the back is in keeping with the new construction guidelines in terms of mass, scale and proportions. By creating a detached addition the mass, scale and footprint of the historic house is preserved.

Mrs. Ignaffo requested that the applicant Direct roof downspouts into landscape and swale areas.

Ms. Nicklaus had no comments.

Mr. Craig inquired if the applicant could the applicant move habitable space closer to house and pool toward rear of house. He then stated that the applicant must adhere to the Fire Department's regulations.

Keys Energy had no objections.

FKAA has no objections.

**5. Special Exception Request – 519 Fleming Street (RE#00006560-000000) – A request for a special exception to the prohibition of alcoholic beverage sales within 300 feet of a church, cemetery, and/or funeral home for property located within the HRCC-1 zoning district, pursuant to Section 18-28(b)(2) of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the Special Exception Request easement request.

The applicant, Mark Gambuzza, gave an overview of the request.

Mr. Barroso requested site plans and occupancy information.

Mr. Woodson had no comments.

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Mrs. Torregrosa requested site plans. She then stated the window signs do not have HARC approval. She requested to meet with the applicant regarding signage.

Mrs. Ignaffo had no comments.

Ms. Nicklaus had no comments.

Mr. Craig requested a survey, scalable seating sketch, application to state “not café” (similar to deli) and a statement of hours.

Keys Energy had no objections.

FKAA has no objections.

- 6. Transient License Transfer - 1800 Atlantic Boulevard, Unit 112-A (RE#00063560-001300) to 516 Louisa Street (RE#00028860-000000) – A request for a Transient License Transfer from property in the MDR-C zoning district to property in the HRCC-3 zoning district per Section 122-1339 (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the easement request.

Mr. Barroso inquired about smoke alarms and fire extinguishers.

Mr. Woodson had no comments.

Mrs. Torregrosa had no comments.

Mrs. Ignaffo had no comments.

Ms. Nicklaus had no comments.

Mr. Craig inquired if the shed in the rear is habitable. He then put applicant on notice that there is only one transient unit.

Keys Energy had no objections.

FKAA has no objections.

**ADJOURNMENT**

Meeting adjourned at 10:54am.

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