

Minutes of the Development Review Committee

February 28, 2013 **DRAFT**

Planning Director, Don Craig called the Development Review Committee Meeting of February 28, 2013 to order at 10:40am at Old City Hall, in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: Planning Director, Don Craig; Forestry Manager, Karen DeMaria; ADA Coordinator, Diane Nicklaus; Sustainability Coordinator, Alison Higgins; Fire Department, Jason Barroso; Arts in Public Places, Dick Moody.

General Services, Elizabeth Ignaffo; Building Official, John Woodson arrived at 10:14am.

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

January 31, 2013

Postponed.

DISCUSSION ITEMS

New Business

- 1. Variances - 630 Eaton Street (RE#00006290-000000) - A request for building coverage and impervious surface ratio to construct a deck, porch and patio in the HNC-2 zoning district per Section 90-391, Section 122-840(4)a. & 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 Variance request.

Mrs. DeMaria stated that regulations require that trees located within a construction zone, where work is going on within the drip line or near the root system, must be protected. There are two coconut palms and a large Royal Poinciana tree that are within the construction storage and loading area and need protection. A large Spanish Lime tree is directly within the construction area. If footers are going to be placed within the root area of this tree, a permit will be required from the Tree Commission. I did meet with the applicants on-site and explained the need for them to contact a certified arborist to help them through the process.

Mr. Barroso stated that there was a life safety issue since the sprinkler is not in compliance. There is no secondary means of egress for 3rd floor. The applicant also needs to clean up the ground floor area for ingress/egress.

Mr. Torrence had no comments.

Mrs. Ignaffo requested that the gutter downspouts be directed into landscaped and swale areas.

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Ms. Nicklaus had no ADA comments (however, since there are 7 units per the applicant, and that makes it a commercial property, she will need to double check to see if one of the units has to be ADA accessible). She then stated that the applicant previously submitted an application for off street parking (driveway) that was never completed. She then reminded the applicant that they would need to provide amended drawings should they decide to proceed with the ROW application.

Ms. Nicklaus then stated that since the applicant stated there were three cisterns on the property, they would need to speak to John Woodson since the City is beginning an inventory process for cisterns. These cisterns will have to be inspected for structural integrity.

Mr. Moody had no comments.

Mrs. Torregrosa stated the proposed covered balcony and back two story porches include architectural elements that create a false sense of history; particularly the proposed columns and brackets. Any addition must read as new and it is staff's opinion that the elevation, as presented, fails that guideline and standard from the Secretary of the Interior's. Unless there is evidence that the building had dormers, new dormers are not appropriate, as stated in the HARC guidelines. The proposed project will require a Certificate of Appropriateness.

Mr. Craig voiced his concern on the 3rd story landing and how it can affect amount of impervious surface area. He requested the issue be resolved before moving ahead. They should work out the details with Fire Department regarding the third stair and amend plans in response to HARC's requirement.

Keys Energy had no objections.

(Ms. Higgins will provide written comments to the Planner).

2. Exception for Outdoor Merchandise Display - 901 Caroline Street (RE# 00072082-004504) – A request to allow the display of merchandise in the HRCC-2 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Ms. Haller gave members an overview of the exception for outdoor merchandise display request.

Ms. Higgins had no comments.

Mr. Barroso requested the applicant not block the egress/ingress onto the front door.

Mrs. DeMaria stated that based on Google Earth photos, there may be trees within the construction zone. Any construction work occurring within the drip line of any regulated trees, tree protection measures must be used.

Mr. Torrence had no comments.

Mrs. Ignaffo had no comments.

Ms. Nicklaus stated ADA Guidelines require a minimum of 36" clear path between fixtures.

Mr. Moody had no comments.

Mrs. Torregrosa reiterated that the display cannot have any sign that promotes the business, since the condition of the store which is on a corner lot allows just three signs.

Keys Energy had no objections.

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- 3. Variances – 1010 Washington Street (RE#00039080-000000) – A request for rear and side yard setbacks and building coverage for the addition of porches and pool in the SF zoning district per Section 90-391, Section 122-238(6)a3, 122-238(6)a2, and 122-238(4)a 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, Patrick Wright, Trepanier & Associates, gave members an overview of the request.

The Architect, Tom Pope, was available for questions.

Ms. Higgins suggested the gutters collect rainwater for the pool.

Mr. Barroso had no comments.

Mrs. DeMaria stated that the tress on the property need to be protected during construction.

Mr. Torrence had no comments.

Mrs. Ignaffo stated the proposed construction will require extensive site grading. Please create storm water retention swales and direct gutter downspouts into swale and landscaped areas.

Ms. Nicklaus had no comments.

Mr. Moody had no comments.

Mrs. Torregrosa had no comments.

Keys Energy had no objections.

- 4. Conditional Use - 146-150 Simonton Street (RE# 00000290-000000) - A request to amend an existing Conditional Use to convert an Arcade/Bingo Hall to a Bar/Lounge in the HRCC-1 zoning district per Section 122-688(9) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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

The applicant, Suzanne Seagle, Trepanier & Associates, gave members an overview of the request.

Mr. Craig requested the proposed amount of seating and hours of operation.

Ms. Higgins confirmed bike racks are in the area and they are using proper recycling.

Mr. Barroso requested the applicant is in compliance with code.

Mrs. DeMaria had no comments.

Mr. Torrence confirmed there is no gambling and that the applicant works with the Division of Alcoholic Beverages and Tobacco.

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Mrs. Ignaffo had no comments.

Ms. Nicklaus stated if there is a mezzanine where anything is offered upstairs that is not offered downstairs, a lift, Stairtrack or elevator must be installed. Bathrooms must be ADA compliant. 20% of cost of job must be used for ADA improvements. 36" minimum clear floor space is needed between seating.

Mr. Moody had no comments.

Mrs. Torregrosa stated that any changes to the exterior or new signage will require a Certificate of Appropriateness.

Mr. Craig requested the applicant contact the neighbors for any objections. He requested to have evidence in the file that they have a liquor license.

Keys Energy requested that the applicant provide a Project Review Form. This will ensure that the applicant and surrounding customers have adequate power.

5. Exception for Outdoor Merchandise Display -1200 Duval Street (RE # 00029110-000000) – 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.

Ms. Haller gave members an overview of the exception for outdoor merchandise display request.

The applicant, Gary Burchfield, gave members an overview of the request.

Ms. Higgins confirmed bicycle rack in the area and that they are using proper recycling. She also suggested an air curtain at the front door.

Mr. Barroso requested proper egress and that the front and rear of the property not be blocked for resident and/or Fire Department access.

Mrs. DeMaria had no comments.

Mr. Torrence had no comments.

Mrs. Ignaffo requested that the site plan proposes ADA accessible parking space and standard vehicle parking space, to be located along Thomas Lane. Pursuant to Secs. 108-606, -611, -641 and -642, the following comments are provided:

- Parking spaces shall be designed so that no vehicle shall back into the right-of-way.
- Parallel parking spaces shall be designed with a nine-foot width and 23-foot length.
- All parking areas shall be paved with asphalt, concrete, or dustfree, porous material.
- Drainage plan shall be provided for parking area. Please revise the site plan parking area.

She then stated that the site plan proposes installation of 690 square feet brick pavers, which are impervious surface, pursuant to Sec. 108-714, and therefore, not exempt from storm water management requirements. Please revise the site plan to include a storm water management system.

Ms. Nicklaus stated that 36" minimum clear floor space is needed between carts and between carts and building. If installing an ADA parking space at the back of the building cannot back onto ROW, and it cannot use bricking or pavers unless they are set in cement to stabilize. At least one business has to have ADA compliant restrooms to service outdoor carts.

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Mr. Moody informed the applicant that any plans for a mural or artwork will require HARC and City Commission approval.

Mrs. Torregrosa stated the carts, new bricks paving and new 6' tall picket fence will require a Certificate of Appropriateness as well as any signs for the carts.

Mr. Craig requested the garbage cans not be located on the right of way. He then requested they indicate on the site plan where the trash would be. He stressed that the handicap parking and parking space meet the requirements with code and to meet with HARC for approval.

Keys Energy had no objections.

ADJOURNMENT

Meeting adjourned at 10:54am.

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