

Minutes of the Development Review Committee of the City of Key West October 27, 2011

DRAFT

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Call Meeting To Order

Don Craig, City Planning Department Director, called the City of Key West Development Review Committee (DRC) Meeting of October 27, 2011 to order at **10:01 am** at Old City Hall, in the antechamber at 510 Greene Street, Key West.

Pledge of Allegiance to the Flag

Roll Call

DRC Member or Designated Staff	DRC Representative	Present	Absent
ADA Coordinator	Diane Nicklaus	x	
Building Official	John Woodson/John Cruz		x
Community Housing	Omar Garcia		x
Department of Transportation	Carolyn Haia	x	
Fire Chief	Alan Averette	x	
Florida Keys Aqueduct Authority	Ed Nicolle/Jolynn Reynolds		x
General Services/Engineering Director	Elizabeth Ignaffo / Doug Bradshaw	x	
HARC Planner	Enid Torregrosa	x	
Keys Energy	Matthew Alfonso/Dale Finigan		x
Landscaping Coordinator	Karen deMaria	x	
Planning Director	Don Craig	x	
Police Chief	Steve Torrence	x	
Public Works	Greg Veliz / Rod Delostrinos	x	

Also present:

Agency / Department	Name
Planning Department	Brendon Cunningham
Planning Department	Nicole Malo
Planning Department/Recording Secretary	Jo Bennett

Approval of Agenda

Actions/Motions:

A motion was made by Ms. Diane Nicklaus, seconded by Ms. Elizabeth Ignaffo, that the Agenda be **Approved**. The motion **Passed** by a unanimous vote.

Approval of Minutes

1 September 22, 2011 Minutes

Actions/Motions:

A motion was made by Mr. Steve Torrence, seconded by Ms. Diane Nicklaus, that the Agenda be **Approved**. The motion **Passed** by a unanimous vote.

Discussion Items

2 Conditional Use - 700 Front Street (RE# 00000210-000000) - An application for Conditional Use approval for 32 additional bar seats located at 700 Front Street, in the HRCC-2 zoning district per Section 122-718 (9) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Brendon Cunningham of the City Planning Department and David Salay of Bender and Associates presented the project. The proposal is to expand the seating for White Tarpon Bar and Grill. The seating currently exist as overflow seating but the applicant wants to license the existing seats as part of the existing business.

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DRC Member Comments:

Mr. Craig read the FCAA memo from Marnie Walterson into the record. *"The FCAA has no objection for the application for Conditional Use approval for 32 additional bar seats located at 700 Front Street, in the HRCC-2 zoning district per Section 122-718 (9) of the Land Development Regulations of the Code of Ordinances of the City of Key West."*

Ms. Nicklaus stated that Mr. John Woodson – City Building Official has no objections.

There were no additional Committee member comments for the record.

Public Comments:

There were no public comments.

3 Special Exception Request - 521 Fleming Street - (RE# 00006560-000000) - A request for a special exception to the prohibition of alcoholic beverage sales within 300 feet of a church and a funeral home for property located within the HRCC-1 zoning district, pursuant to Section 18-28 (b)(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Brendon Cunningham and Kristin Onderdonk presented the project. This location was a restaurant which has been vacant for a few months. This proposal is to allow the owners of Luigi's Pizza to be able to offer their customers a selection of beers and fine wine to pair with their meal. Ms. Onderdonk stated that they have already spoken with the church and that they did not have any problems with the concept.

DRC Member Comments:

Ms. Torregrosa reminded that any signage will need to be brought before HARC and that there is only three (3) signs total allowed. Ms. Torregrosa also asked for the "window bar seating" be explained. Ms. Onderdonk explained that the window seating is a fixed bar with stools that pull up to it to be used for eating. Ms. Torregrosa suggested that in an effort to prevent the confusion concerning the window bar that the applicant change the application to say "window seating" instead of "window bar".

Mr. Torrence inquired if the window bar would be open and serving to the street. Ms. Onderdonk responded that the window bar is completely inside the building and no service would be made to the street.

Mr. Craig reminded the applicant that the Planning Board would have the final decision.

Mr. Craig read the FCAA memo from Marnie Walterson into the record. *"The FCAA has no objection for the request for a special exception to the prohibition of alcoholic beverage sales within 300 feet of a church and a funeral home for property located within the HRCC-1 zoning district, pursuant to Section 18-28 (b)(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West."*

Ms. Nicklaus stated that Mr. John Woodson – City Building Official has no objections.

There were no additional Committee member comments for the record.

Public Comments:

There were no public comments.

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- 4 **Major Development Plan - 306 Catherine Street (RE# 00026460-000000), 304 Catherine Street (RE# 00026470-000000, 00026480-000000), 300 Louisa Street (RE# 00026500-000000), 307 Louisa Street (RE# 00026490-000000, 00026510-000000, 00026520-000000), 250 Amelia Street (RE# 00026610-000000, 00026610-000100) - An application for the redevelopment of Nelson English and Willie Ward Parks in the HHDR and HMDR zoning district per Section 108-91(A.) (2)(c) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Nicole Malo of the City Planning Department and Michael Ingram on behalf of the City of Key West presented the Major Development Plan. Greg Velez of City of Key West Community and Doug Bradshaw of the City Engineering Department were on hand to respond to questions.

DRC Member Comments:

Ms. Malo outlined staff's concerns as a result of the preliminary plan review: 1) parking spaces that reverse on to the right-of-way, 2) clarification of some project statistics, 3) further description proposed changes to the site.

Ms. deMaria stated that the Tree Commission has approved the plans.

Mr. Averette stated that the design needs to take into account accessibility for Fire trucks.

Ms. Torregrosa stated that the project has been approved by HARC. Ms. Torregrosa also stated that the project has been reviewed with the City FEMA Coordinator. Ms. Torregrosa mentioned that there new plans that were approved by HARC for the bathrooms.

Ms. Nicklaus the ADA Coordinator stated that there could no longer be backup parking into the right-of-way per ADA requirements. Ms. Nicklaus reminded the applicant that as upgrades occur the site must become compliant.

Ms. Ignaffo stated that dimensions are necessary to allow for a good evaluation of the project. Ms. Ignaffo also requested a drainage plan and loading zone. Ms. Ignaffo also stated that the parking should not reverse onto the right-of-way per Code.

Mr. Craig led an extensive discussion concerning parking and covering the number of parking spaces. Questions remain how many parking spaces there are currently and how many spaces will remain after the project is completed. Mr. Craig stated that other alternatives for the parking issues need to be explored.

Mr. Craig read the FCAA memo from Marnie Walterson into the record. *"This site is presently being served by multiple FCAA Location #s. There is a 6" water main located on Catherine Street and a 12" water main on Thomas Street. A complete set of plans will be required for review to determine meter requirements and any System Development Charges."*

Ms. Nicklaus stated that Mr. John Woodson – City Building Official has no objections.

There were no additional Committee member comments for the record.

Public Comments:

There were no public comments.

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Adjournment

Actions/Motions:

A motion was made by Mr. Steve Torrence, seconded by Ms. Enid Torregrosa, that the meeting be **Adjourned**. The motion **Passed** by a unanimous vote.

Meeting adjourned at **10:48 am**.

Respectively Submitted by,

Jo Bennett

**Administrative Coordinator
Planning Department**