

Minutes of the Development Review Committee

Approved April 24, 2014

Planning Director, Don Craig called the Development Review Committee Meeting of March 14, 2014, to order at 9:03am at Old City Hall in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: Planning Director, Don Craig, Engineering Services, Elizabeth Ignaffo, Police Department, Steve Torrence, HARC Planner, Enid Torregrosa, and Art in Public Places, Dick Moody

Not present were:, Recreation Director, Greg Veliz, Fire Department, Jason Barroso Building Official, Ron Wampler, Director of Transportation, Norman Whitaker, Sustainability Coordinator, Alison Higgins, and Urban Forestry Manager, Karen DeMaria.

Comments provided by: Urban Forestry Manager and Fire Department

Also in attendance was Planning Department staff: Kevin Bond, Brendon Cunningham, Carlene Smith and Stacy Gibson

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion to approve the agenda was made by Ms. Enid Torregrosa and seconded by Mr. Dick Moody.

APPROVAL OF MINUTES

Motion to approve the February 27, 2014 minutes was made by Ms. Enid Torregrosa and seconded by Mr. Dick Moody.

DISCUSSION ITEMS

New Business

1. **Easement - 907 Frances Street (RE# 00021700-000000; AK# 1022454)** - A request for an easement ± 461.10 square feet along the rear property line on Havana Avenue in order to address encroachments of principal structure, existing cistern, shed, wooden fence, brick pavers and landscaping on property located within the Historic High Density Residential (HRCC-1) zoning district pursuant to Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Ms. Smith gave members an overview of the easement request.

The applicant, Ms. Lori Thompson, of Trepanier & Associates gave members an overview of the easement request

DRC Member Comments:

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ART IN PUBLIC PLACES:

No comments.

URBAN FORESTRY MANAGER:

No comments.

POLICE DEPARTMENT:

No comments.

HARC PLANNER:

Ms. Torregrosa stated she still has problems with the historic wall and cistern.

PLANNING DIRECTOR:

Mr. Craig stated that the previous easement required the removal of both the fence and the shed. The new owner comes with a request to amend the previous easement with conditions that were never fulfilled. In moving forward to the city commission, an approval or denial will be voted on with the imposition of the original conditions of the easement to accommodate the main structure.

ENGINEERING:

No comments.

FIRE DEPARTMENT:

Mr. Barroso stated that this is an existing situation. The fire marshal will reserve comments at this time. Once we receive planning department's recommendations and direction there may be additional comments at that time prior to the next scheduled city commission meeting.

2. **Minor Development Plan – 2800 Flagler (RE # 00065090-000100; AK # 8633394)** - A minor development request to construct 10 single-family houses on property located in the SF zoning district per Section 108-91 B.1.(a) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Mr. Cunningham gave members an overview of the minor development plan request.

The applicant, Mr. Randy Allen gave members an overview of the minor development plan request.

DRC Member Comments:

ART IN PUBLIC PLACES:

No comments.

URBAN FORESTRY MANAGER:

From: [Steve Torrence](#)
To: [Carlene Smith](#)
Subject: Fwd: 907 Frances Street
Date: Thursday, April 24, 2014 2:04:09 PM

See below --

----- Forwarded message -----

From: **Steve Torrence** <storrenc@keywestcity.com>
Date: Wed, Apr 23, 2014 at 2:23 PM
Subject: 907 Frances Street
To: Carlene Smith <ccowart@keywestcity.com>

Good morning Carlene --

I conducted a site inspection regarding the issues surrounding the back fence of this property. I understand that there are some who want to remove the fence and have a cut out. I would strongly recommend against this. The Lane is already very tight and a slight cut out would encourage people to park there and thus making the lane even more problematic. With a slight cut out the cars that were parked there (as they are parked at every other cut out on the lane) would be hanging out onto the lane making it impossible for Fire or Rescue to navigate through. Directly across from the fence you will see that the foliage is overgrown to the road.

As a side note the fence is also a good deterrent for the home owner regarding perimeter safety. I will be looking thought all the calls for service on Havana Lane as well as the 900 block of Frances Street since that was brought up at the DRC meeting.

From: [Enid Torregrosa](#)
To: [Carlene Smith](#)
Subject: 907 Frances Street
Date: Tuesday, June 10, 2014 1:27:35 PM

Dear Carlene:

I did some research on the existing concrete low wall located on the back yard on #907 Frances Street. After a visual inspection and review of images in the file it is my opinion that the existing low wall was part of an old fence that may used to have some wood pickets over it. The wall has been altered by the demolition of parts of it, which has jeopardized its historic integrity and value. The wall does not have any craftsmanship or architectural value that will contribute to the historic character of the site.

Please do not hesitate to contact me if you have any questions regarding this email.

Enjoy your day!

Enid Torregrosa-Silva, MSHP
Historic Preservation Planner

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