

Minutes of the Development Review Committee
Meeting of November 19, 2011

Amy Kimball-Murley, City Planner, convened a meeting of the Development Review Committee of the City of Key West at 10:00 AM, November 19, 2010. The meeting was held at Old City Hall, in the antechamber at 510 Greene Street, Key West.

1. Roll Call

Present for the Roll Call were:

Cynthia Domenech-Coogle, Landscape Coordinator
Elizabeth Ignaffo, General Services
Marcus DelValle, Fire Department

Planning Staff:

Brendon Cunningham
Nicole Malo

Ashley Monnier

Comments received from:

Enid Torregrosa, HARC Planner

Myra Wittenberg, DOT Director
Keys Energy, Florida Keys Aqueduct Authority

2. Approval of Minutes

October 28, 2010

Ms. Ignaffo made a motion to postpone approval of the October 28, 2010 meeting minutes for further comments by Planning Department staff; the motion was seconded by Mr. Delvalle. Motion carried.

3. Approval of Agenda

Mr. Delvalle made a motion to approve the agenda; the motion was seconded by Mrs. Domenech-Coogle. Motion carried.

4. Discussion Items

- a. Transient License Transfer - 1013 Truman Avenue (RE# 00020990-000000) to 506 Catherine Street (RE#00028500-000000)** - An application to consider the transfer of one transient license from property located in the Historic Neighborhood Commercial (HNC-1) zoning district to property in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Sec. 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Mrs. Kimball-Murley reviewed the project. She stated that the application was missing authorization and verification forms from the sending site. She added that the proposed uses of the sender and receiver sites need to be clarified.

Mehdi Benkhatar presented the project.

Ms. Ignaffo suggested that the applicant coordinate utilities with the proper providers.

Mr. Delvalle stated that renovations would have to comply with the transient fire code.

Mrs. Domenech-Coogle had no comments.

Recording secretary Patrick Wright read the following comments into the record:

HARC planner Enid Torregrosa, Any proposed changes to the exterior of the site will require a Certificate of Appropriateness. Proposed signage will also require a Certificate of Appropriateness.

- b. Outdoor Display - 111 Duval Street (RE# 00000490-000000)** - An application to consider an outdoor "merchandise" display for property located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Chapter 106, Article II, Division 2, of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Mrs. Kimball-Murley reviewed the project. She suggested that the applicant coordinate with Brendon Cunningham and Enid Torregrosa to discuss any issues relevant to the application. She added that dimension should be added to the site plan to show the space of the isles and the area around the pond.

John Lepouski presented the project. He stated that they had an existing approval that they were renewing.

Mr. Delvalle stated that egress and ingress are acceptable.

Ms. Ignaffo and Mrs. Domenech-Coogle had no comments.

Recording secretary Patrick Wright read the following comments into the record:

HARC planner Enid Torregrosa, Any proposed signage will also require a Certificate of Appropriateness.

- c. Easement - 1809 Bertha (RE Number 00064710-000000)** - A request for easement in the MDR-C zoning district per Section 2-938 of the Code of Ordinances of the City of Key West, Florida.

Ms. Ignaffo expressed concern for the tree root and the planter on the site.

Mrs. Domenech-Coogle stated that the tree would not be affected because they are boring into the ground.

Mrs. Kimball-Murley stated that HARC approval would be necessary. She added that the applicant would need to provide more information as well as a more detailed site plan.

Recording secretary Patrick Wright read the following comments into the record:

HARC planner Enid Torregrosa, Any proposed changes to the site, including fences, will require a Certificate of Appropriateness. In the application under Item 10, it states that pictures are included and they are not.

- d. Easement- 300 Grinnell (RE Number 00002780-000000)** - A request for easement in the HRCC-2 zoning district per Section 2-938 of the of the Code of Ordinances of the City of Key West, Florida.

Ms. Ignaffo stated that the proposed easement impacts an existing storm water drainage treatment system as well as two existing trees and other utilities of concern. She added that there should be coordination for setback of from the existing parking structure so that the communication panel can be accessed for maintenance.

Mrs. Kimball-Murley stated that both the Easements would most likely have to come back to DRC with more information.

- e. **Change in Nonconforming Use - 326 Southard Street #1 (RE Number 00012902-000100)** - A change in nonconforming use for a bicycle shop in the HRO zoning district per Section 122-32(e) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Ms. Malo reviewed the project.

Mrs. Kimball-Murley discussed the proposed use of the site.

Ms. Ignaffo stated the applicant would need to coordinate with the right-of-way official if bike racks were being proposed as well as coordinate all utilities with the providers.

Mrs. Cynthia-Coogle discussed the type of rentals that are being proposed.

The applicant stated that the main use of this location was for a build your own bike shop with bikes available for rent.

Mr. Delvalle clarified that the painting of the bikes was going to be done off site.

Recording secretary Patrick Wright read the following comments into the record:

HARC planner Enid Torregrosa, Any proposed signage or change in exterior color will also require a Certificate of Appropriateness.

7. **Adjournment**

A motion to adjourn was made by Mrs. Nicklaus and seconded by Mr. Averette.

Motion was carried by unanimous voice vote.

Meeting adjourned at 10:54 p.m.

Respectively Submitted,

Patrick Wright
Administrative Coordinator