

Minutes of the Development Review Committee

August 23, 2012 DRAFT

Planning Director, Don Craig called the Development Review Committee Meeting of August 23, 2012 to order at 10:00am 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; General Services, Elizabeth Ignaffo; Urban Forestry Manager, Paul Williams; Sustainability, Alison Higgins; ADA Coordinator, Diane Nicklaus; and Fire Inspector, Jason Barroso.

Also in attendance were: Planning Department staff: Brendon Cunningham, Carlene Smith and Ginny Haller.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mr. Cunningham informed members that the applicant for 330 Duval Street has requested postponement to the September DRC meeting.

APPROVAL OF MINUTES

July 26, 2012

A motion to approve the July 26, 2012 minutes was made by Mrs. Nicklaus and seconded by Mrs. Torregrosa.

DISCUSSION ITEMS

- 1. Exception for Outdoor Merchandise Display - 1130 Duval Street (RE# 00027950-000000) - 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 merchandise display request.

The applicant, Deborah Lippi, gave members the details of his request.

Mr. Craig confirmed there will be no use of the City Right of Way.

Ms. Ignaffo stated that the entrance way appeared to be blocked.

Ms. Nicklaus stated that there is a 36 inch clearance requirement.

Jason Barroso informed the applicant that the ingress/egress cannot be blocked.

Mrs. Torregrosa had concerns that a chalkboard constitutes signage and requested to meet with the applicant to submit for HARC approval.

Mr. Williams had no comment.

Ms. Higgins commended the applicant on recently becoming a green business.

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Mr. Craig informed the applicant that the table is not approved as consumption area and menu board is considered signage.

Keys Energy had no comment.

2. Variance - 825 Duval Street, (RE# 00016830-000000) - A request to waive parking requirements for 7 automobile spaces in the HRCC-3 zoning district per Section 108-572 (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 (outdoor seating for 30 seats).

The applicant's representative, Mr. Barry Barroso, gave members an overview of the request. Mr. Barroso stated that the property has three tenants.

Mr. Craig requested a dimensioned site plan from the applicant. He then stated there will be no backing-up onto Olivia Street and stated that the applicant must either bring the site into compliance or withdraw their request. Mr. Craig then stated that the Planning Department will not allow a dangerous situation to continue.

Mrs. Nicklaus stated that the number of ADA spaces are based on the number of spaces for occupants and if the occupancy is over 50, more ADA spaces required will be required.

Ms. Ignaffo stated that it appears that vehicles would be backing out onto a crosswalk. She then stated that additional spaces must be within ADA design. She requested a summary and parking site plan that prohibits parking 30 feet from curb and 20 feet from crosswalk and a ROW permit for new curb cuts.

Mr. Jason Barroso had no comment.

Mrs. Torregrosa stated that any exterior change will require HARC approval.

Mr. Williams stated per code 108.413 that the landscaping shall be required between the private property and public roadway.

Ms. Higgins inquired about the installation of bike racks. The applicant stated that the owner would like to add bike racks.

Ms. Haller stated the curb on the corner of Olivia Street and Duval Street will have to be addressed.

Keys Energy had no comment.

3. Variance - 1304 Truman Avenue (RE# 00033890-000000) - A request for a rear-yard setback requirements in the HPS zoning district per Section 122-960 (6) c. of the Land Development Regulations of the Code of Ordinances of the City of Key West.

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

The applicant's representative, Mr. Burke Haven with Bender & Associates, gave an overview of the request.

Ms. Higgins had no comment.

Mr. Williams inquired if there is going to be any tree removal. The applicant stated there will be no tree removal; however, there will be an additional landscape buffer.

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Mrs. Torregrosa stated she worked with the applicant on the request, and is waiting for variance approval before providing HARC staff approval.

Mr. Craig inquired if the buffer is on the applicant's property. The applicant stated that the buffer is on City leased property.

Mr. Barroso stated there should be a five foot setback due to life safety concerns and requested applicant meet with the Fire Department.

Mrs. Nicklaus had no comment.

Ms. Ignaffo stated that screening is very important and to install the unit above the flood elevation.

Ms. Higgins had no comment.

Mr. Craig inquired about the distance between building and generator and if the applicant has to move the generator onto the leased property, they may have to reexamine the lease with the City. The applicant stated he will get specifications.

Keys Energy had no comment.

4. Variances - 1114 Margaret Street (RE# 00029920-000000) - A request for building coverage and impervious surface ratio in the HMDR zoning district per Section 122-600 (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 request.

The applicant, Richard Logan, gave members an overview of the request.

Mr. Williams inquired about landscaping. The applicant stated there is considerable landscaping.

Ms. Higgins had no comment.

Mrs. Torregrosa stated that the request was unanimously approved by HARC. She requested the applicant include the HARC approval date on the application.

Mr. Barroso inquired if the existing request allowed for ingress/egress.

Mrs. Nicklaus had no comment.

Ms. Ignaffo stated the ideal situation would be to create storm water retention swales and direct roof down spouts into swales.

Mr. Craig had no comment.

Keys Energy informed the applicant to coordinate with Keys Energy for service upgrade. The existing service will not meet code with the new addition.

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5. **Exception for Outdoor Merchandise Display - 330 Duval Street (RE# 00004830-000000) - A request to allow the display of merchandise sold in-store, for property, located in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

This item was postponed to the September DRC meeting.

6. **Transient License/Unit Transfer – from 3591 South Roosevelt Boulevard (RE# 00054350-000000) to 2801 North Roosevelt Boulevard (RE# 00002410-000400) – A request to transfer a unit and license from 3591 South Roosevelt Boulevard located in the CT zoning district to 2801 North Roosevelt Boulevard in the CG zoning district per Section 122-1338 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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

The applicant's representative, Elizabeth Newland, was available for questions.

Ms. Ignaffo, Mrs. Nicklaus, Mrs. Torregrosa, Mr. Williams, and Ms. Higgins had no comment.

Mr. Barroso inquired if sprinklers were in the renovated units and notified members that the Fire Department is available to conduct courtesy inspections.

Keys Energy had no comment.

7. **Transient License Transfer – from 506 Bahama Street (RE# 00009490-000000) to 504 Bahama Street (RE# 00009500-000000) – A request to transfer a license from 506 Bahama Street to 504 Bahama Street both located in the located in the HRCC-1 zoning district per Section 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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

Ms. Ignaffo, Mrs. Nicklaus, Mrs. Torregrosa, Mr. Williams, and Ms. Higgins had no comment.

Mr. Barroso inquired if sprinklers were in the renovated units and notified members that the Fire Department is available to conduct courtesy inspections.

Keys Energy had no comment.

ADJOURNMENT

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

Meeting adjourned at 10:55am.

Respectfully submitted by,
Karen de Berjeois
Secretary
Planning Department