

Minutes of the Development Review Committee
Meeting of October 28, 2010

Enid Torregrosa, Historic Preservation Planner, convened a meeting of the Development Review Committee of the City of Key West at 2:08 PM, October 28, 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:

Enid Torregrosa, HARC Planner
John Woodson, Building Official
Diane Nicklaus, ADA Coordinator
Elizabeth Ignaffo, General Services
Alan Averette, Fire Department

Planning Staff:

Brendon Cunningham
Nicole Malo

Ashley Monnier

Comments received from:

Cynthia Domenech-Coogle, Landscape Coordinator

Myra Wittenberg, DOT Director

Keys Energy, Florida Keys Aqueduct Authority

2. Approval of Minutes

a. August 26, 2010

Ms. Ignaffo made a motion to approve; it was seconded by Mr. Averette. Motion carried

b. September 23, 2010

Mrs. Nicklaus made a motion to approve it was seconded by Alavn Averette. Motion carried.

3. Discussion Items

- a. Conditional Use – 803 Whitehead Street (RE# 00017050-000000) –** A conditional use request to convert 1,391 square feet of existing retail space into a 40-seat restaurant in the HNC-3 zoning district per Section 122-868 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Ashley Monnier presented the project. She stated that Site Plans needed to meet the requirements in chapter 108, and the existing and proposed outdoor consumption areas need to be clarified. Ms. Monnier added that neighborhood coordination as well as trash handling and recycling mitigation needed to be addressed.

Mehdi Behnketar from Trepanier and Associates represented the project. He stated that the application was to convert from retail to restaurant with 40 seats.

Public Comments:

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

Florida Keys Aqueduct Authority, The site is presently being served by FKAA location # 002670 which is a 5/8" service the site has a 12" water main located on Whitehead street which seems capable of handling this project. A complete set of plans will be required for review to determine meter requirements and system development charges.

Keys Energy, the Customer will need to provide KEYS a project review form this will ensure adequate service for the customer and surrounding customers.

Mr. Averette had no comments.

Ms. Ignaffo stated that the project may require fire protection system, a grease interceptor, as well as space for trash and recycling.

Mrs. Nicklaus stated that they did not have any ADA accessibility on the site.

Mehdi Behnketar stated they are working towards accessibility

Mrs. Torregrosa stated that any signage on the new business will require HARC approval. She added that the downspouts need to meet the requirements.

- b. Lot Split - 1010 Varela Street (RE# 00032590-000000) and 1009 Watson Street, Rear (RE#000333-000200)-** A lot split request to return the two properties to their original platted configurations in the HMDR zoning district per Sections 118-3, 118-169 & 118-256 through 118-260 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Ashley Monnier presented the project. She stated that the lot split must come into compliance with the Subdivision Regulations and the Land Development Regulations as well as the platting and recording requirements.

Ginny Stones the applicants representative reviewed the project.

No public comments.

Mr. Averette asked for clarification on where the easement was located and what size it was. Ms. Stones stated that it was a 3ft easement. Mr. Averette asked if there was a fence on the easement, Ms. Stones stated that there was a fence. Mr. Averette suggested Ms. Stones further coordinate with the Fire Department.

Ms. Ignaffo stated that there needs to be space for sanitary.

Ms. Stones stated that there are two single existing platted lots where there was a shift of 12 feet from the rear property line.

Mrs. Nicklaus asked Ms. Stones if the address has changed, Ms. Stones stated that it has not.

Enid Torregrosa had no comments

- C. Variance - 630 Eaton Street (RE# 00006290-000000) -** A variance request to building coverage requirements in the HNC-2 zoning district per Section 122-840 (4.)(a.) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Brendon Cunningham presented the project.

Willaim Rowan represented the project. He stated that they proposed a hexagonal addition.

Arnold Girard the property owner stated that there was 7 affordable apartments.

No public comment.

Mr. Averette, Ms. Ignaffo, Mrs. Nicklaus had not comments.

Mrs. Torregrosa stated that the project had been approved by HARC with a condition that the root system of the trees be protected.

- d. Variances - 328 Truman Avenue (RE# 00025490-000000) -** An application for Variances to building coverage, impervious surface ratio and side-yard setback requirements to accommodate the addition of an exterior staircase for emergency egress in the Historic Medium Density Residential zoning district per Section 122-600 (4) a. & b. and (6) b. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Brendon Cunningham presented the project. He stated that there was a life safety issue concerning the need for another exit.

Michael Ingram represented the project.

No public comment.

Mr. Averette stated that the means of egress for the second floor meet the requirements.

Ms. Ignaffo and Ms. Nicklaus had no comments

- e. Conditional Use - 540 Greene Street (RE # 00001160-000000) -** A Conditional Use application for a bar and 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, Florida

Nicole Malo presented the project. She stated that the application needed the following: verification and authorization forms, a legible survey, clearly dimensioned floor plans, clarification as to whether outdoor consumption area is proposed or removal of the outdoor tables from the site plan, a site data table, and clarification of, impervious surface, open space calculations, floor area ration consistency, and building coverage. She stated that if the applicant was willing, bicycle parking would inhance the application. She noted that conflicting information was found throughout the application and in the Concurrency Management Report. Additionally, the applicants parking analysis appears to reflect parts of the code inconsistent with the request, the property is located in the pedestrian oriented area and parking may not be required based on that ordinance. This should be reflected in the application.

Ownen Trepanier stated he would work on providing the requested information

Public comment:

The recording secretary Patrick Wright read the following into the record:

Keys Energy, The customer will need to provide KEYS with a project review form; this will ensure adequate service for the customer and surrounding customers.

Florida Keys Aqueduct Authority, This site is currently being served by FKAA location #006013 which is a 5/8" service this site has an 8" water main located on Greene street, which seems capable of serving this project. A complete set of plans will be required for review to determine meter requirements and System Development charges

Mr. Averette and Ms. Ignaffo had no comments

Mrs. Nicklaus stated it would have to be ADA compliant.

Mrs. Torregrosa asked if any exterior changes are being made. She stated that signage would have to go before HARC and any fences used to conceal trash would have to go before HARC

- f. **Major Development Plan - Mallory Square (RE # 00072082-001100, and 00072082-001400, and 00072082-003700)** - A Major Development Plan application for property located in the HPS zoning district per Section 108-91 of the Land Development Regulations of the Code of Ordinances.

Nicole Malo presented the project. She stated that because the leasehold portions under development review were part of the larger Mallory Square all site data dimensions are taken from the entire site. She explained that the department is aware that the applicant would like to request additional seating than that is allowed today for a time in the future when zoning may permit. She explained that the department and staff will process the application for the consumption area existing on the site today which consists of 2,344 square feet and 156 seats.

Ms. Malo stated that the site plans appeared to be adequate but requested that the existing setbacks for the entire be added to the site plans. She then requested that the applicant show on the site plans how the proposed consumption area will remain the same as the existing consumption area.

She also requested that the parking analysis in the application be clarified to reflect that new parking requirements are not being triggered because there is no new consumption area.

Ms. Malo asked if the applicant would be willing to provide additional bicycle parking for the project.

William Horn represented the project. He gave an overview of the processes that have been completed so far including:

- HARC Approval
- Tree Commission Approval

He stated that key elements in the plan included the garbage and recycling service areas, use of existing utilities, the maintenance of the existing Cable Huts, and that plans would be reviewed with fire again if any changes occurred to the plan. He stated that he would clarify the plans for consumption area and setbacks.

Mr. Horn and Ms. Malo clarified the setbacks for Mr. Averette.

Mr. Avarette stated he had no further questions or comments.

Ms. Ignaffo stated that the conceptual drainage plan appeared to be adequate and that she looks forward to developing the Utility Connection Plan.

Mrs. Nicklaus stated that the ADA appears to be in order. And that she had no additional comments.

Mrs. Torregrosa stated that the project was brought before HARC on October 04, 2010 (H10-01-355) and approved with minor changes to the design. She thanked the applicant for working hard with staff.

The recording secretary Patrick Wright read the following into the record:

Florida Keys Aqueduct Authority, this site is presently being served by a 5/8" service. The site has an 8" water main located on Wall Street, which seems capable of serving this project. A complete set of plans will be required for review to determine meter requirements and System Development charges.

Keys Energy, The customer will need to provide KEYS with a full set of plans and a project review form. The available voltage at this location is single phase 120/240 high voltage underground.

There was no public comment.

- g. **Variances - Mallory Square (RE # 00072082-001100, and 00072082-001400, and 0072082-003700) -** Variances for impervious surface ratio and side yard setback requirements in the HPS zoning district per Section 122-960(4)b., Section 122-960(6)b., and open space requirements per Section 108-346(b), and setback regulations for the Coastal Construction Control Line per Section 122-1148(2), of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Nicole Malo presented the project. She stated that the comments for the Major Development Plan are relevant to this application request. She added that the Verification and Authorization forms were still missing from the applications. Additionally, she stated that the variance application and the site data table in the site plans needed to be consistent. She asked that the applicant show how the site plan calculations were quantified, including building coverage, impervious surface ratio and floor area ratio for Mallory Square on a site plan, and that a site data table be imposed on the site plans.

The recording secretary Patrick Wright stated that there were no public comments.

Mrs. Torregrosa, Mr. Averette, Ms. Ignaffo, and Mrs. Nicklaus had no additional comments.

- h. **Variance - 2832 North Roosevelt Blvd (RE# 00065380-000000) -** A variance request to construct a 125 foot wireless telecommunications monopole in the Commercial General (CG) Zoning District with a maximum building height of 40 feet per Section 122-420(3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida..

Brendon Cunningham presented the project. He asked the applicant what was meant by "stealth" pole and how many carriers the pole will accommodate. He stated that there is a minor problem with the verification form.

Rick Richter represented the project. He explained that the antennas are inside of the pole making it stealth.

Mrs. Torregrosa asked the applicant for clarification on how the antennas are installed. Mr. Richter explained that the casing is removed so that new antennas can be installed in the monopole.

No public comments.

Mr. Averette, Ms. Ignaffo, and Ms. Nicklaus had no comments.

Mrs. Torregrosa asked the applicant if they have moved forward with the application for the State Historic Preservation Office.

Mr. Richter stated he did not have that information, but he will obtain it.

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 3:03 p.m..

Respectively Submitted,

Patrick Wright
Administrative Coordinator

DRAFT