

Minutes of the Development Review Committee
Meeting of April 28, 2011

Nicole Malo, Planning Representative, convened a meeting of the Development Review Committee of the City of Key West at 10:00AM, February 28, 2011 was held at Old City Hall, in the antechamber at 510 Greene Street, Key West.

Roll Call

Nicole Malo, on behalf of Don Craig
Diane Nicklaus, ADA Coordinator
Steve Torrence, KWPD

Elizabeth Ignaffo, General Services
Alan Averette, Fire Department
Enid Torregrosa, HARC Planner

Planning Staff:

Patrick Wright
Brendon Cunningham

Comments received from:

Myra Wittenberg, DOT Director,
Florida Keys Aqueduct Authority

Keys Energy

Approval of Agenda

Mr. Torrence made a motion to approve the agenda. Motion was seconded by Mr. Averette. Motion carried.

Approval of Minutes

1. February 24, 2011

Ms. Ignaffo made a motion to approve the minutes with the amendment to change the wording on the third page, the third sentence, from roof to deck; the motion was seconded by Mr. Torrence. Motion carried.

Discussion Items

- 2. Variance - 921 Eaton Street (RE Number 00002710-000000) - A Variance request for detached habitable space, building coverage and impervious surface coverage, and front, side and rear yard setbacks for a rear addition and renovations to a contributing structure in the HMDR zoning district per Section 122- 1078, and Section 122- 600(4) a. and b., and Section 122- 600(6) a. b. and c., of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida**

Nicole Malo gave an overview of the project.

William Horn presented the project.

Mr. Torrence and Mr. Averette had no comments.

Ms. Ignaffo stated a 4:1 slope is recommended for the retention area.

Mrs. Torregrosa stated that the applicant needs to add the approval date of March 8, 2011 for the second reading for demolition to the application.

3. Conditional Use - 802 - 808 Whitehead Street (RE Number) - A Conditional Use request for a restaurant in the HNC-3 zoning district per Section 122- 868(9) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Nicole Malo gave an overview of the project.

Owen Trepanier presented the project.

Mrs. Nicklaus stated that the parking constraints were a concern.

Mr. Torrence asked the applicant where deliveries were going to take place. Mr. Trepanier stated they would utilize the parking lot as well as the trolley stop area on Whitehead Street for deliveries

Mr. Torrence suggested the applicant attend the next District 6 community meeting for community input

Ms. Ignaffo requested information regarding ADA accessibility, sewer connection plan, grease intercept trap dimensions, and storm water plan.

Mrs. Torregrosa stated that any exterior changes to the building would have to come before HARC.

Mrs. Nicklaus stated that 20% of every dollar spent needs to go toward ADA improvements.

The following comment was received from the Florida Keys Aqueduct Authority and read into the record:

This site is presently being served by multiple FCAA Location #s. There is a 12" water main located on Whitehead Street, a 6" water main on Petronia Street and a 4" water main on Terry Lane. A complete set of plans will be required for review to determine meter location and requirements and any System Development Charges that will be due.

4. Variance - 321 Catherine Street (RE Number 00026350-000000) - A Variance request for existing non-conforming front yard setback and building coverage for an addition to the primary single family contributing structure in the HMDR zoning district per Section 122-600(4) a. and (6) a. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Nicole Malo gave an overview of the project

William Horn presented the project.

Mr. Torrence recommended that the back area be cleared of debris.

Mr. Averette, Ms. Ignaffo and Mrs. Nicklaus had no comment.

Mrs. Torregrosa recommended the applicant include the second reading for HARC March 28, 2011 in the application.

5. Variance - 1621 Bahama Drive (RE# 00070230-000000) For building coverage requirements in the SF zoning district per Section 122-235 (4) a. 1. of the Land Development Regulations of the City of Key West.

Brendon Cunningham gave an overview of the project.

Ginny Stones presented the project.

DRC members had no comments.

- 6. Variances - 616 Virginia Street (RE# 00027560-000000) For front, rear and side-yard setback requirements in the HNC-1 zoning district per Section 122-810 (6) a., b. and c. as required when the renovation or reconstruction exceeds 66% of the assessed or appraised value of the structure per Section 122-28 (b) of the Land Development Regulations of the City of Key West.**

Brendon Cunningham reviewed the project.

Ms. Ignaffo recommended the applicant obtain the required right of way permit for the relocation of the house.

Mr. Averette stated the applicant is currently working with the Fire Department.

Mrs. Torregrosa stated that the March 8, and 22 2011 HARC dates need to be listed on the application.

Ms. Malo recommended that the applicant coordinate individually with staff to provide site plans.

Keys Energy comments were read into the record as follow: The customer will need to provide a full set of plans for the future project.

- 7. Variances - 711 Baker's Lane (RE# 00011880-000000) For front and side-yard setback requirements in the HHDR zoning district per Section 122-630 (4) b. and (6) a. and b. as required when the renovation or reconstruction exceeds 66% of the assessed or appraised value of the structure per Section 122-28 (b) of the Land Development Regulations of the City of Key West.**

Brendon Cunningham gave an overview of the project.

Mr. Torrence suggested the applicant provide pictures.

Mr. Averette requested a clearer set of plans possibly a PDF version.

Ms. Ignaffo stated she needed to review the new plans.

Mrs. Torregrosa stated the applicant needed to add the three meeting dates to the application.

Mrs. Nicklaus had no comments.

Keys Energy comments were read into the record as follows: The customer will need to provide a full set of plans and coordinate with Keys for new location of electrical service.

- 8. Variance - 1315 Third Street (RE# 00047560-000000) For building coverage, impervious surface ratio, front and rear-yard setback requirements in the SF zoning district per Section 122-235 (4) a. and b. and (6) a. 1. and 3. of the Land Development Regulations of the City of Key West.**

Brendon Cunningham gave an overview of the project.

The applicant presented the project.

DRC members had no comments.

- 9. Conditional Use - 529 United Street, (RE# 00028790-000100) - A conditional use request for 201 square feet of consumption area for a restaurant, a combination of which are proposed indoors and outdoors in the HNC-1 zoning district per Section 122-808 (13) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Brendon Cunningham reviewed the project.

Greg Oropeza presented the project.

Mr. Torrence had no comments.

Mr. Averette stated as long as ingress and egress are not obstructed with the tables and chairs fir has no objections

Ms. Ignaffo stated a utility coordination plan needs to be reviewed for water service, fire protection, and sanitary sewer coordination.

Mrs. Torregrosa stated that the HARC number needs to be added to the application.

Mrs. Nicklaus stated she would need to see building plans and set up a site visit.

Keys Energy comments were read into the record as follows: Customer will need to coordinate with Keys and provide a "Project Review Form". Keys will need to verify existing facilities and/or any upgrades that will be needed.

Florida Keys Aqueduct Authority comments were read into the record as follows: this site is presently being served by FKAA location #s 012882 and 012883 which are both 5/8" services. There is an 8" water main located on United 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.

Adjournment

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

Motion was carried by unanimous voice vote.

Meeting adjourned at 11:13am.

Respectively Submitted,

**Patrick Wright
Administrative Coordinator**