

# Minutes of the Development Review Committee

## April 25, 2013 **DRAFT**

Planning Director, Don Craig called the Development Review Committee Meeting of April 25, 2013 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; Building Official, John Woodson; ADA Coordinator, Diane Nicklaus; Interim Forestry Manager, Karen DeMaria; HARC Planner, Enid Torregrosa; General Services, Elizabeth Ignaffo; Fire Department, Danny Blanco; Police Department, Steve Torrence; and Arts in Public Places, Dick Moody.

**Not present were:** Sustainability Coordinator, Alison Higgins.

**Comments provided by:** Keys Energy.

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

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

### APPROVAL OF MINUTES

March 28, 2013

Motion to approve the March 28, 2013 minutes was made by Mr. Torrence and seconded by Ms. Nicklaus.

### DISCUSSION ITEMS

#### Old Business

1. **Variances – 1014 Johnson Street (RE#00058630-000000; Alt. Key 1059111) – A request for building coverage, front, side and rear-yard setbacks for a second floor addition, the addition of an entry vestibule and for existing detached habitable space in the SF zoning district per Section 90-391, Section 122-238(4)a, 122-238(6)a.1,2, & 3, and 122-1078 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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

The applicant's architect, Peter Pike, gave members an overview of the request.

#### **DRC Member Comments:**

##### **Art in Public Places:**

Mr. Moody had no comment.

##### **Fire Department:**

Mr. Blanco stated that since a second story is being added on an existing building with side setbacks that limit accessibility, the Fire Department is requesting the second story be sprinkled. He encouraged the applicant to meet with the Fire Department.

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### Urban Forester:

Mrs. DeMaria requested that any existing vegetation on-site be protected during construction.

### HARC:

Mrs. Torregrosa stated she had no comments since it is not in the historic district.

### Police Department:

Mr. Torrence had no comments.

### Building:

Mr. Woodson stated that this renovation triggers FEMA; therefore it would need to be elevated.

### ADA Coordinator:

Ms. Nicklaus stated she had no comments since this is a residential project.

### Engineering:

Ms. Ignaffo requested that gutter downspouts be directed back onto the property, into swale and landscaped areas.

### FEMA Coordinator:

Mr. Fraser stated that since the cost to construct a second story atop an existing single story residence could easily exceed 50% of the value of the existing structure, it would require the finished first floor be elevated above the flood level for this location.

Applicant would be cautioned to perform an improvement cost to existing value comparison to identify whether flood damage prevention measures (elevation) would be triggered by the proposed addition.

Whereas such information has yet to be submitted, it cannot yet be determined whether elevation of the structure would be required. Staff can assist with that determination if the appropriate information is supplied; which would be recommended prior to presentation to the Planning Board.

### Planning Director:

Mr. Craig gave the applicant an overview of member comments.

### Keys Energy:

Customer will need to coordinate with KEYS to relocate the overhead service to correct code violations. Once work is complete, KEYS will not object to variance request.

- 2. Major Development Plan – 1015-1025 Simonton Street (RE# 00027070-000000; Alt. Key 1027847) – Request for the redevelopment of the existing Southernmost Cabana Resort in the HNC-1 zoning districts per Section 108-91 (A)(2)a of the Land Development Regulations of the Code of Ordinances of the City of Key West.**
- 3. Parking Variance – 1015-1025 Simonton Street (RE# 00027070-000000; Alt. Key 1027847) – A request to waive parking requirements for 4 single-family driveways in the HNC-1 zoning district per Section 108-648 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Items 2 and 3 were heard concurrently.

Ms. Haller gave members an overview of the Major Development Plan and Parking Variance.

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The applicant's engineer, Annalise Mannix and architect, Tom Pope, gave members an overview of the request.

### **DRC Member Comments:**

#### **Art in Public Places:**

Mr. Moody informed the applicant that any major development plan that exceeds \$500,000 or renovations that exceed \$100,000, are subject to contributing 1% of the cost (excluding demolition and architect fees) of the project to Art in Public Places to fund artwork that would then be displayed on the property. He encouraged the applicant to meet with him to discuss a location. He then informed the applicant that they also have the option to have the artwork displayed on another city project versus their site if preferred.

#### **Fire Department:**

Mr. Blanco discussed the turn radius on the driveway and on Virginia Street. He then confirmed that sprinkler systems were being installed in all of the units.

#### **Urban Forester:**

Mrs. DeMaria stated that the applicant would need to seek landscape waivers (secs 108.347, 108.413, 108-451 and 108.517). She then requested that any existing vegetation on-site be protected during construction.

#### **HARC:**

Mrs. Torregrosa requested that the site plans clearly identify a legend and the location of each type of unit. She then stated that there were some inconsistencies with the site plans, since some indicate a bump out at the entrance and others do not. Mrs. Torregrosa then informed members that the applicant is scheduled for the May 14<sup>th</sup> HARC meeting.

#### **Police Department:**

Mr. Torrence confirmed that the pool would be fenced and that an emergency call box would be installed on the property. He then requested proper lighting and that all units and parking spaces be properly marked.

#### **Building:**

Mr. Woodson requested staging plans.

#### **ADA Coordinator:**

Ms. Nicklaus requested to meet with the applicant to discuss addresses.

#### **Engineering:**

Ms. Ignaffo commented on the following:

##### **Sanitary Sewer**

Sanitary sewer system shall be permitted and constructed in accordance with Chapter 62-604, F.A.C. and the Florida Building Code: Plumbing Chapter 7.

Connection to the public gravity sewer system shall be made via manhole for gravity main collection systems or separate cleanout assembly and service lateral for individual buildings. Installation of manhole and pipe, as necessary, shall be the developer's responsibility to purchase and install.

##### **Potable Water**

Potable water system shall be permitted and constructed in accordance with Chapter 62-555, F.A.C. and the Florida Building Code: Plumbing Chapter 6.

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### Electrical Services

Pursuant to City of Key West Code of Ordinances, Sec. 108-282, all utility lines, including electrical distribution and services and telephone, shall be placed underground. Concrete poles are allowed only within the public street right-of-way.

### Stormwater Drainage

No stormwater collection and treatment is proposed for the concrete parking garage and trash storage area, beneath Units 2 thru 5. Please provide a connection to the stormwater drainage system and include hydrocarbon absorption filtration.

### Roadway Improvements

Developer shall bear all costs for street improvements and relocation of the concrete power poles, including coordination with Keys Energy Service, AT&T, Comcast, Florida Keys Aqueduct Authority, et al.

### **Planning Director:**

Mr. Craig requested signed and sealed plans. He then stated that street improvements and parking violations will be the responsibility of the property owner.

### **Keys Energy:**

Customer will need to submit full set of plans, Project Review Forms, Cad files, etc. to KEYS. New project will require new underground facilities. Customer will be responsible for payment and contract agreement for new facilities. KEYS can provide single phase 120/240 voltage or three phase 120/208 voltage, customer will need to advise as to which voltage they will need. Customer will need to adjust setbacks for new buildings. Buildings will need to be setback a minimum 7.5' away from KEYS overhead facilities.

Customer will need to submit full set of plans showing width of sidewalks, conflicts, elevations, and set back from property. Customer requesting poles to be relocated on site plan received. Site plans are showing KEYS poles will be located within grass/tree area within sidewalk design. KEYS does not see reason to have poles relocated. If customer wants to have poles relocated, customer will be responsible for the cost to relocate poles. KEYS is also required to maintain overhead electrical clearances from property, structures, etc.

## **ADJOURNMENT**

Meeting adjourned at 11:00 am.

**Respectfully submitted by,  
Carlene Smith  
Development Review Administrator  
Planning Department**