

**Minutes of the Development Review Committee**  
**Meeting of June 23, 2011**

Nicole Malo, Planning Representative, convened a meeting of the Development Review Committee of the City of Key West at 10:00AM, June 23, 2011 was held at Old City Hall, in the antechamber at 510 Greene Street, Key West.

**Roll Call**

Don Craig, Planning Director  
John Cruz, Building Official

Elizabeth Ignaffo, General Services  
Marcus Delvalle, Fire Department

**Planning Staff:**

Patrick Wright  
Brendon Cunningham

**Comments received from:**

Myra Wittenberg, DOT Director,  
Florida Keys Aqueduct Authority  
Enid Torregrosa, HARC Planner

Keys Energy  
Diane Nicklaus, ADA Coordinator

**Approval of Agenda**

Ms. Ignaffo made a motion to approve the agenda; the motion was seconded by Mr. Delvalle. Motion carried.

**Approval of Minutes**

**1. April 28, 2011**

Mr. Delvalle made a motion to approve the minutes; the motion was seconded by Mr. Cruz. Motion carried.

**Discussion Items**

- 2. Conditional Use - 2786 North Roosevelt (RE# 00066150-000000) - A request for a conditional use approval for a ambulance service to be located in the General Commercial Zoning District per Section 122-418 (8) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Craig gave an overview of the project.

The applicant was not present.

Mr. Cruz, Ms. Ignaffo, Mrs. Torregrosa and Mr. Delvalle had no comments.

The following comments from Diane Nicklaus, ADA Coordinator were read into the record:

Although I have not seen the plans for the building renovations, the site plans attached indicate an ADA bathroom which appears to have the acceptable turn radius required for compliance. However, I will withhold any comment for final approval until I review the building permit plans.

**3. After the fact Variance - 512 Margaret Street (RE#00008230-000000) - A request for an after the fact side-yard setback variance in the Historic High Density Residential Zoning District per Section 122-630 (6) b. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Mr. Craig gave an overview of the project.

Greg Orepeza presented the project.

Mr. Cruz had no comments.

Mr. Delvalle stated that no other changes to the units or change in configuration should be made other than what currently exists.

The following comments from Enid Torregrosa, HARC Planner were read into the record:

On June 22, 2011 staff received an after the fact application for the installation of air conditioner condenser units. The application is under review.

Ms. Ignaffo stated that the units may need to be elevated to flood elevation if they are replaced.

**4. Variances - 2801 Venetian Drive (RE#00010990-000000) - A request for variances to impervious surface ratio and front and rear-yard setbacks per Section 122-238 (4) b. 1. and (6) 1. & 3. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

Mr. Craig gave an overview of the project.

Ms. Ignaffo stated that the applicant needs to provide a survey with correct specifications. She added that the applicant will need to provide a site plan, a drainage plan, landscape plan, and coordination with utilities. The applicant will be required to 1" plus 50% additional storm water retention on site due to discharge in Outstanding Florida Waters OFW, and additionally see a 25 year 72 hour storm retained on site.

Mr. Cruz had no comments.

Mr. Craig stated the applicant may need a Lawful Unit Determination.

Mr. Delvalle stated that they needed more information on the previous building. He added that setbacks are a concern because 4' setbacks are not enough.

The following comments from Enid Torregrosa, HARC Planner were read into the record:

Correct the application form; Item 14 of page 2 of the application – This property is not in the historic district.

### **Adjournment**

A motion to adjourn was made by Ms. Ignaffo and seconded by Mr. Delvalle.

Motion was carried by unanimous voice vote.

Meeting adjourned at 10:25 am.

**Respectively Submitted,**  
**Patrick Wright**  
**Administrative Coordinator**

DRAFT