

EXECUTIVE SUMMARY



To: Patti McLauchlin, City Manager

From: Katie P. Halloran, Planning Director

Meeting Date: April 5, 2022

RE: **Major Development Plan, Conditional Use & Landscape Waiver – 111 Olivia Street (RE# 00014720-000000) – A request for approval of a major development plan, conditional use, and landscape waiver approvals for the construction of a 9,587 square foot one story community center with a commercial kitchen, a computer lab, a music room, a sound studio, a main hall assembly space, classrooms, and offices on property located within the Historic Neighborhood Commercial (HNC-3) Zoning District pursuant to Sections 108-91.A.2 (b), 108-517, 122-62 and 122-868 (2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

BACKGROUND:

The subject parcel is located at 111 Olivia Street, within the Historic Neighborhood Commercial (HNC-3) Zoning District. This City owned site is home to the Frederick Douglass Gym / Roosevelt Sands Center and formerly included the historically black school building which was in use until after desegregation. The gym's namesake, Frederick Douglass, was a renowned abolitionist, orator, statesman, and former slave. Many of Key West's black leaders attended the school, including current Key West City Commissioner Clayton Lopez.

The request to undertake the Frederick Douglass Gym Expansion Project is an action by the City of Key West, in coordination with and through the support of the City Commission, the Bahama Village Redevelopment Advisory Committee, and many community leaders and residents. The intent of this project is to provide deeply needed community services, including youth education, job training, and meal services to those in need. Community representatives serving on the Bahama Village Redevelopment Advisory Committee have met to discuss the design concept for this project on multiple occasions and the project is ranked as the second highest priority project in the City Commission approved "Bahama Village Visioning and Capital Projects Workplan" (August 2017).

The applicant, the City of Key West, has now proposed to demolish the existing building known as the "Annex". These plans reflect design revisions overseen by the City's Engineering Department in collaboration with the Bahama Village Redevelopment Advisory Committee and City Commissioners, and future tenants, to ensure a cost-effective design that provides a safe campus for neighborhood children, and flexible indoor and outdoor space for community events.



3 COURTYARD ENTRANCE VIEW



2 FRONT ENTRANCE VIEW



1 FRONT STREET VIEW

STRATEGIC PLAN:

This project is consistent with the 2021-2024 Key West Forward Strategic Plan; it is identified as a “Major Project” in the plan.

MAJOR DEVELOPMENT PLAN REVIEW PROCESS:

Development Review Committee:	October 28, 2021
Planning Board Meeting:	January 20, 2022
Tree Commission Meeting:	December 14, 2021 (Conceptual)
Urban Forestry Manager:	March 1, 2022 (Final)
HARC Commission Meeting:	January 25, 2022
City Commission:	April 5, 2022
Local Appeal Period:	30 Days

Planning renders to DEO for review:

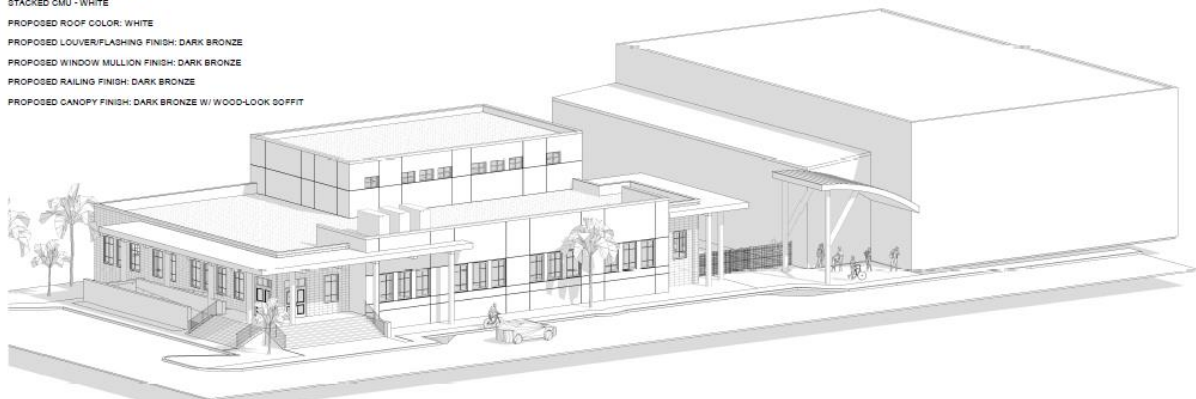
Up to 45 days

PLANNING STAFF ANALYSIS:

The proposed major development plan will commence after previously approved demolition of the existing 6,114 square foot music and tutoring program building attached to Frederick Douglass Gymnasium. The existing gym will remain in-tact. The new courtyard and rear covered entry area of the proposed community center will allow the gym and the center to function more cohesively and offer more benefits to neighbors and residents City-wide. New construction will include a 9,587 square foot 1-story building, expanding opportunities relative to the existing Annex building, and will include a new parking lot and landscaping.

Proposed 3D Views of the Community Center from Fort and Olivia Street, and Olivia, respectively.

PROPOSED COLORS:
SMOOTH STUCCO - OFF WHITE
STACKED CMU - WHITE
PROPOSED ROOF COLOR: WHITE
PROPOSED LOUVER/FLASHING FINISH: DARK BRONZE
PROPOSED WINDOW MULLION FINISH: DARK BRONZE
PROPOSED RAILING FINISH: DARK BRONZE
PROPOSED CANOPY FINISH: DARK BRONZE W/ WOOD-LOOK SOFFIT



1 3D VIEW A
PANEL



2 3D VIEW B
PANEL

A conditional use review was completed for this project for cultural and civic activities within the HNC-3 Zoning District, pursuant to City Code Section 122-868(2). Major Development Plan review was completed pursuant to Land Development Regulations, Article II, Development Plan. The Planning Board issued its recommendation for approval, with conditions, for the major development plan, conditional use, and landscape waiver at its regularly scheduled meeting on January 20, 2022, through Resolution 2022-002.

The City of Key West Planning Board also approved variances for this development plan through Resolution No. 2022-001: exceedance of maximum building coverage to 71%, or 24,193 square feet; exceedance of the maximum impervious surface to 85%, or 28,812 square feet; and reduction of open space to 15%, or 5,189 square feet. The property is currently noncompliant, but this proposed plan will improve, or reduce, impervious surfaces, and will increase open space. A variance to the rear setback was also approved to five feet from the rear property line. The attached Planning Board variance staff report provides a complete site data table and analysis.

All of the parking for the project will be fulfilled by using on-site and off-site parking. Chapter 108 of the Land Development Regulations includes Section 108-576(a), "Location of off-street parking spaces", which allows required off-street parking to be located off-site provided certain criteria have been met. The proposed development includes (10) ten standard vehicle spaces, (2) ADA spaces and (21) twenty-one on-site bicycle parking spaces. Thirty six vehicle parking spaces will be designated off-site at the Fort Street Parking Lot and will be accessed by a marked crosswalk and noted with signage at 111 Olivia Street.

The City of Key West Planning Board granted a landscape waiver for this development at their January 20, 2022, meeting. However, the site plan includes new plantings and trees and all plant species proposed are native or indigenous to Key West. Many existing trees will be transplanted from the site and planted across the street at the Fort Street Parking Lot area.

The City of Key West Tree Commission approved the Conceptual Landscape Plan with Tree Removal for this project on December 14, 2021. The Commission's approval letter states that Final Landscape Plan approval could be authorized by the Urban Forestry Manager if no significant changes were identified on said plan. The Final Landscape Plan with Tree Removal (TP2022-0005) was approved with conditions on March 1, 2022, by the Urban Forestry Manager. These requirements are recommended to be included by reference in the final conditions approved by the City Commission.

The Key West Historic Architectural Review Commission (HARC) approved the project for a

Certificate of Appropriateness at their January 25, 2022, hearing (H2021-0008). The demolition of the non-historic building on the northwest side of the property was previously approved by HARC on February 24, 2021.

RECOMMENDATION:

Based on the criteria established by the Comprehensive Plan and the Land Development Regulations, the Planning Board approved the request for Major Development Plan, Conditional Use, and Landscape Waivers with the following conditions on January 20, 2022. The Key West Historic Architectural Review Commission approved the design component of the project on January 25, 2022.

The Planning Department recommends the City Commission approve the request for Major Development Plan, Conditional Use, and Landscape Waivers with the Planning Board's conditions, in addition to the strike-through underline modifications offered below.

The strike-through underline modifications below reflect City staff's further recommendations to the Planning Board conditions. Some specifically reflect components of the Urban Forester's Final Landscape Plan approval. Other conditions were required prior to City Commission and have been completed. Modifications to General Condition #1 were crafted by the City Planner and Assistant City Attorney to address issues with modifications to approved plans and ensure efficient plan review and compliance with approvals.

General Conditions:

- ~~1. The following required variances must first be approved: a variance allowing total building coverage of 71%, or 20,924 square feet, which exceeds the Code's maximum allowable building coverage of 40%; a variance allowing total impervious surface of 85% or 28,812 square feet, which exceeds the Code's maximum allowable impervious surface coverage of 60%; a variance allowing minimum open space of 15% or 5,189 square feet, which exceeds the Code's minimum required open space of 20%, and a variance to the required minimum rear setback: the Code requires fifteen (15) feet, but the project will be constructed five (5) feet from the rear property line. (completed)~~
1. The proposed construction shall be consistent in substantial compliance with the site plan signed, sealed, and dated December 9, 2021, by K2M Design with updated Landscape and Civil Plans dated January 11, 2022. Construction drawings for permitting shall be dated as approved herein, with any proposed revisions (modifications) clearly noted and dated. Development plan modifications that do not rise to the status of minor or major plan modifications may be approved by the city planner as per Section 108-91(c)(1). All modifications shall be submitted for review and approval to the Planning Department prior to building permit application. Minor and major development plan modifications are addressed as per Section 108(C.).

2. The City of Key West shall retain off-site parking spaces at the public parking lot at 918 Fort Street for the duration of the principal use of the Frederick Douglass Gym and Annex building. Signage indicating that off-site parking is available at the Fort Street Parking Lots shall be installed on the project site at 111 Olivia Street. Proposed off-site parking signage shall be reviewed and approved in accordance with adopted Historic Architectural Review Commission guidelines.
3. The City shall install a crosswalk with ADA sidewalk access from the project site to the Fort Street Parking lot.
4. During all phases of construction, temporary fencing and erosion barriers shall be installed and maintained. All adjacent City streets and sidewalks shall be kept clean and clear of construction debris.
5. All sidewalks and walkways shall have a minimum 36-inch width and clearance from objects and landscaping. Five feet is preferred wherever possible. Flexi-pave shall be utilized in all instances in which sidewalks or parking area is in close proximity to trees, particularly tree #2, #4, and #14, and the canopy trees at the northwest corner of the site. Pavement and sidewalk installation and repaving shall occur with oversight from the Urban Forester.
6. Solid Waste: Sufficient area must be provided for one (1) four-cubic-yard trash dumpster, and five (5) 97-gallon recycle carts. These areas must be fully screened from view from the right of way.
7. All new underground piping shall be located to avoid drip lines of existing tree roots.

Conditions prior to the City Commission hearing:

- ~~8. The applicant must obtain a Certificate of Appropriateness from the Historic Architectural Review Commission (HARC). (completed)~~
- ~~9. Sanitary Sewer: The Architectural Site Plan and Concept Utility Plan do not depict the required grease interceptor. Please correct plans to provide a grease interceptor for the kitchen plumbing system, including the mop sink, three compartment sink, and kitchen floor drains, in accordance with the Florida Building Code: Plumbing, Chapter 10, Section 1003. Sewer connections to the grease interceptor shall exclude all non-kitchen generated wastewater flows (Sec.74-171). (completed)~~
- ~~10. Stormwater Management: the proposed exfiltration trench treatment and disposal volume addresses the requirements of the Land Development Regulations, Chapter 108, Article VIII: Stormwater and Surface Water Management. Exfiltration trench locations and dimensions will need to be adjusted on site to avoid impact to tree roots and palms. The City shall maintain and ensure the functionality of the proposed on-site cistern to utilize collected stormwater runoff to irrigate on-site landscaping. (completed)~~
- ~~11. The Final Landscape Plan and Site Plan shall reflect replacement of the pavement in~~

~~the patio area (“paved seating area”) with semi-pervious turf material or pervious pavers to further reduce the impervious surface variance. The Paved Seating Area shall also be modified to include non-linear perimeter planting beds for shade species (ferns or shrubs, as appropriate) to improve the on-site open space ratio, aesthetics, and human comfort/functionality of this integral meeting area that links the Gym with the Community Center. (completed)~~

- ~~12. Landscape plans revised and dated January 12, 2022, include the removal of two trees, the protection of trees to remain on site, and the transplanting of additional trees to the Fort Street parking lot, as approved by the Tree Commission and Urban Forestry Manager. (completed)~~
- ~~13. Final Landscape approval required from the Urban Forestry Manager on behalf of the Tree Commission.~~
8. Tree protection must be installed prior to work commencing on the property and maintained throughout the duration of the construction.

Conditions prior to issuance of demolition permit:

9. Transplanting of trees to the Fort Street Parking Lot must be done prior to demolition permit being issued. Trees/palms must be properly root pruned and the receiver area prepped for planting. The Urban Forestry Manager shall be contacted for supervision of the work.

Conditions prior to issuance of a building permit:

10. Approval of an Art in Public Places plan shall be obtained from the Art in Public Places Board, pursuant to City Code Section 2-487, and may include payment of an in-lieu fee.
11. Details regarding the layout of plantings, species names, and sizes of the plant/tree species for the seating area of the courtyard shall be finalized with the Urban Forestry Manager.
12. An application to remove and transplant trees shall be submitted to the Tree Commission at the same time or just prior to applications being submitted to the Building Department for work on the property.

Conditions prior to issuance of a Certificate of Occupancy:

13. On-site artwork shall be installed and inspected by the City pursuant to Code Section 2-487.

Options/Advantages/Disadvantages:

Option 1: Approve with conditions the proposed major development plan, conditional use, and landscape waiver for 111 Olivia Street.

- 1. Consistency with the City's Comprehensive Plan, Vision, and Mission:** This action will allow for construction of a 9,587 square foot 1-story community center adjacent to the historic Frederick Douglass Gym, expanding services for Bahama village and all City residents. The plan has been reviewed for consistency with the Comprehensive Plan and together with approved variances, is also in compliance with the Land Development Regulations.
- 2. Financial Impact:** The redevelopment of the property will be funded by the Bahama Village CRA.

Option 2: Deny the proposed major development plan for 111 Olivia Street.

- 1. Consistency with the City's Strategic Plan, Vision, and Mission:** This action would be inconsistent with the City's 2021-2024 Strategic Plan and the Bahama Village Visioning and Capital Projects Workplan.
- 2. Financial Impact:** There would be no financial impact to the City.

Recommendation

The Planning Department concurs with the Planning Board's recommendation to approve the minor development plan with conditions, including the Staff recommended modifications noted above and suggests **Option 1, approval with conditions**, for the proposed minor development plan.