



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Development Review Committee

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Thursday, May 24, 2018

10:00 AM

City Hall

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**ADA Assistance:** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

**ALL VISUAL PRESENTATIONS FOR AGENDA ITEMS MUST BE RECEIVED (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.**

#### Call Meeting To Order

10:05 AM

#### Roll Call

*Eric Augst was in attendance.*

**Absent** 11 - Delostrinos, Ms. Green, Hernandez, Ms. Higgins, Mr. Jones, Perkins, Stoughton, Mr. Torrence, Mr. Wampler, Mr. Wilkins, and McAlearney

**Present** 7 - DeMaria, Mr. Fraser, Haller, Ignoffo, Ms. Paul-Leto, Ms. Torregrosa, and Wright

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

*A motion was made by Ms. Elizabeth Ignoffo, seconded by Ms. Enid Torregrosa that the Agenda be approved. The motion passed unanimously.*

**Approved on the Consent Agenda**

#### Approval of Minutes

1

April 26, 2018

**Attachments:** [Minutes](#)

*A motion was made by Ms. Enid Torregrosa, seconded by Ms. Elizabeth Ignoffo that the Minutes be approved. The motion passed unanimously.*

**Approved**

## Action Items

- 4                    **Vacation of City Property** - An application for Vacation of City Right-of-Way for an alleyway between Thomas Street and Baptist Lane accessed via Olivia Street per Section 90 Article VII of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Application Package](#)  
                              [Photos](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Postponed to June 28, 2018 DRC*

**Postponed**

## Discussion Items

- 3                    **Transient License Transfer - License in Unassigned Status to 805 Shavers Lane (RE# 00017000-000000)** - A request to transfer one transient license in unassigned status to property located within the Historic Residential Commercial Core-3 Duval Street Oceanside (HRCC-3) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Application](#)  
                              [Revisions](#)  
                              [Transient Transfer Map](#)  
                              [PB Res 2015-23](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Received and Filed*

2

Transient License Transfer - 629 United Street #2 (RE# 00030620-000000) to 425 Caroline Street (RE# 00004440-000000) - A request to transfer one transient license from property located within the Historic Medium Density Residential (HMDR) zoning district to property located within the Historic Residential Commercial Core - 1 Duval Street Gulfside (HRCC-1) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Application](#)  
                              [Revision](#)  
                              [Photos](#)  
                              [TLT Receivership Map](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

Received and Filed

5

**Minor Development Plan - 3228 Flagler Avenue (RE# 00069040-000000)** - A request for a minor development plan approval for the construction of eight residential units located within the Limited Commercial (CL) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Application](#)  
                              [Plans](#)  
                              [Urban Forestry Comments 4/18/18](#)  
                              [Plans - revised](#)  
                              [Traffic Statement - 12-16-17 FINAL](#)  
                              [Landscape Plan LS-IR Plan Set 5.15.18](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Held in Committee until 638 United Street passes through DRC per Sec. 122-1467 (b) - Linkage of projects.*

6

**Conditional Use - 3228 Flagler Avenue (RE# 00069040-000000) - A**  
request for a conditional use approval for the construction of eight residential units located within the Limited Commercial (CL) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**      [Application](#)  
                              [Survey](#)  
                              [Site Plans](#)  
                              [Urban Forestry Comments 4/18/18](#)  
                              [Cond.Use revision - 5.16.18](#)  
                              [Plans - revised](#)  
                              [Traffic Statement - 12-16-17 FINAL](#)  
                              [Landscape Plan LS-IR Plan Set 5.15.18](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Held in Committee until 638 United Street passes through DRC per Sec. 122-1467 (b)  
- Linkage of projects.*

7

**Minor Development Plan & Conditional Use - 1400 Block of Duval Street** - A request for minor development plan and conditional use for the construction of a pocket park with sidewalk café on property located in the Historic Commercial Tourist (HCT) Zoning District pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**      [Minor DP & Conditional Use](#)  
                              [Plans](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Received and Filed*

- 8                    **Easement - 530 William Street (RE# 00008520-000000)** - A request for an easement in order to maintain an existing encroachment onto the Southard Street Right-of-Way approximately 174.88 square feet, more or less located within the Historic High Density Residential (HHDR) Zoning District pursuant to the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Application](#)  
                              [Survey](#)  
                              [Utilities Comments](#)  
                              [FEMA Comments](#)

*Received and Filed*

## Reports

## Adjournment

*11:10 AM*