

**Development Review Committee  
April 22, 2010 – 1:00 p.m.  
City Commission Chamber  
Old City Hall, 510 Greene Street**



**Item 3a. Approval of Minutes – July 23, 2009**

**Minutes of the Development Review Committee**  
**Meeting of July 23, 2009**

Amy Kimball-Murley, Planning Director, convened a meeting of the Development Review Committee of the City of Key West at 2:05 pm, July 23, 2009. The meeting was held in the First Floor Conference Room at City Hall, 525 Angela Street, Key West, Florida.

**1. Roll Call**

**Present for the Roll Call were:**

Amy Kimball-Murley, Planning Director  
Gary Bowman, General Services  
John Wilkins, ADA Coordinator

Mike Davila, Fire Marshal  
Enid Torregrosa, HARC Planner  
Diane Nicklaus, Building Department

**Planning Staff:**

Brendon Cunningham  
Nicole Malo

Rodney Corriveau  
Carlene Cowart

**Comments received from:**

Marine Thrift, FCAA

**Others present were:**

Owen Trepanier, 402 Applerouth  
Rick Richter, 104 Palmetto  
Naomi Van Steelandt, 918-920 Center  
Kurt Gehring, 515 Amelia

Sarah Davis, 402 Applerouth  
Tom Pope, 7009 Shrimp Rd  
Ginny Stones, 221 Simonton

**2. Approval of Agenda**

No changes were made to the agenda.

**3. Approval of Minutes**

**a. June 25, 2009**

Motion to approve the Minutes from the June 25, 2009 DRC Meeting was made by Mrs. Torregrosa and seconded by Mr. Wilkins.

**4. New Business**

- a. Conditional Use – 2832 North Roosevelt Blvd (00065380-000000) – A Conditional Use for a cellular phone tower in the Commercial General (CG) zoning district per Section 122-418 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

**AND**

- b. Variance – 2832 North Roosevelt Blvd (00065380-000000) – A Variance for Height of 105 ft. for a cellular phone tower in the Commercial General (CG) zoning district per Section 122-1149 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Owen Trepanier with Trepanier & Associates, reviewed the conditional use and variance request with committee members. This is the second time the DRC members have reviewed the applications. Mr. Trepanier proposed a mitigation program versus doing landscaping on site. Ms. Davis then presented members with aerial photos, amended site plans detailing different angles, elevation plans and plans showing the vicinity to the historic district. Mr. Trepanier then informed members that this tower will create capacity for other vendors.

Committee members reviewed and discussed the request with the applicant and made the following recommendations:

1. Applicant will need to discuss the mitigation program with staff, especially with the Landscape Coordinator.
  2. FCC will require State Historic Preservation to approve this application before moving forward. Documentation needs to be given to Mrs. Torregrosa.
  3. Applicant will discuss with the property owner the possibility of adding a sidewalk.
  4. Members recommended that applicant meet good neighbor policy
- c. **Major Development - 512-514 Duval Street (RE#00009840-000000) - An application for a Major Development Plan for a mixed use commercial and residential building in the HRCC-1 zoning district per Section 108-91 A. 2. (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

AND

- d. **Variance - 512-514 Duval Street (RE#00009840-000000) - An application for variances to building coverage and impervious surface for a mixed use commercial and residential building in the HRCC-1 zoning district per Section 122-690 (4) a. & b. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Tom Pope, reviewed the major development plan and variance request with committee members. Mr. Pope informed members that he had met with the Fire Department regarding the plans and setbacks. Mr. Pope then stated that there will be gates installed on both sides of the building.

Committee members reviewed and discussed the application and made the following recommendations:

1. Applicant will designate all parking for the units upstairs.
  2. Staff will research the issue regarding back out parking.
  3. Applicant will do a pre-application presentation at HARC.
  4. Applicant will provide a concurrency management statement.
  5. Applicant will coordinate with the Landscape Coordinator.
  6. Once the facility is defined, applicant will meet ADA guidelines.
  7. Applicant will need a full allocation and two 5/8 allocations for the units upstairs.
  8. Members recommended that applicant meet good neighbor policy
- e. **Variance - 811 Southard Street (RE#00008460-000000) - An application a variance for detached habitable space in an existing building on property located in the Historic High Density Residential (HHDR) zoning district per Section 122-1078 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Tom Pope, reviewed the variance application with committee members.

Committee members reviewed and discussed the application and made the following recommendations:

1. Applicant is scheduled to present at HARC on Tuesday, July 28th.
2. Applicant will clarify deed restriction.
3. Members recommended that applicant meet good neighbor policy

- f. Transient License Transfer - 915 Windsor Lane (RE# 00020090-000000) to 918-920 Center Street (RE# 00017830-000000) - An application for a Transient License Transfer from 915 Windsor Lane located in the Historic Medium Density Residential (HMDR) zoning district to 918-920 Center Street located in the Historic Residential Commercial Core (HRCC-1) zoning district per Sections 122-1338 and 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida**

The applicant, Naomi Van Steelandt, reviewed the transient license transfer request with committee members.

Committee members reviewed and discussed the transient license transfer request and made the following recommendations:

1. Members are in agreement that there are no equivalency issues.
2. Applicant will need to submit drawings showing column placement.
3. Members recommended that applicant meet good neighbor policy

- g. Transient License Transfer - 915 Windsor Lane (RE# 00020090-000000) to 515 Amelia Street (RE# 00027750-000000) - An application for a Transient License Transfer from 915 Windsor Lane located in the Historic Medium Density Residential (HMDR) zoning district to 515 Amelia Street located in the Historic Residential Commercial Core (HRCC-1) zoning district per Sections 122-1338 and 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Ginny Stones, reviewed the transient license transfer request with committee members.

Committee members reviewed and discussed the transient license transfer request and made the following recommendations:

1. Applicant will submit a unit recognition request.
2. Members recommended that applicant meet good neighbor policy

- h. Variance - 421 Virginia Street (RE Number 00027160-000100) - A variance for a side setback for a carport and an rear yard setback for an expansion of a non-conforming accessory structure in the Historic Residential Commercial Core (HRCC-3) zoning district per Section 122-1182 and Section 122-1181 and 122-28 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant was not present; therefore, members were in agreement to table until time certain.

- i. Variance - 1 Pinder Lane (RE Number 00008400-000000) - A variance for a front setback for an expansion of a non-conforming structure in the Historic High Density Residential (HHDR) zoning district per Sections 122-630(6)a and 122-28 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

AND

- j. Easement - 1 Pinder Lane (RE Number 00008400-000000) - An easement with the City of Key West for 1.39 foot encroachment on right-of-way in the Historic High Density Residential (HHDR) zoning district per Sections 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Ginny Stones and Tom Pope, reviewed the variance and easement request with committee members.

Committee members reviewed and discussed the application and made the following recommendations:

1. Applicant will return to HARC due to change of elevation.
2. Applicant will coordinate with the Landscape Coordinator.
3. Applicant will submit stormwater plans to Gary Bowman.
4. Members recommended that applicant meet good neighbor policy.

- k. Lot Split - 517 and 519 Margaret Street (RE Number 00007960-000200 and 00007990-000000) - A lot split for the purpose of splitting the north side portion of 519 Margaret Street (RE# 00007960-000200) in the historic High Density Residential HHDR zoning district to add to 517 Margaret Street (RE# 00007990-000000) in the same zoning district under Section 118-169 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

The applicant, Ginny Stones, reviewed the lot split request with committee members.

Committee members reviewed and discussed the application and made the following recommendations:

1. Applicant will provide final plat.
2. Members recommended that applicant meet good neighbor policy.

## **5. Adjournment**

Meeting adjourned at 4:00 pm.

**Submitted written comments are attached.**

Respectively Submitted,

Carlene Cowart  
Administrative Coordinator