

# Minutes of the Development Review Committee of the City of Key West

## April 26, 2012

**DRAFT**

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### Call Meeting To Order

Brendan Cunningham, Senior Planner, called the City of Key West Development Review Committee (DRC) Meeting of April 26, 2012 to order at **10:04 am** at Old City Hall, in the antechamber at 510 Greene Street, Key West.

### Pledge of Allegiance to the Flag

### Roll Call

DRC Member or Designated Staff	DRC Representative	Present	Absent
ADA Coordinator	Diane Nicklaus	X	
Building Official	John Woodson / Wayne Giordiano		X
Department of Transportation	Myra Wittenberg		X
Fire Chief	Alan Averette	X	
Florida Keys Aqueduct Authority	Marnie Walterson		
General Services/Engineering Director	Doug Bradshaw / Elizabeth Ignoffo	X	
HARC Planner	Enid Torregrosa	X	
Keys Energy	Matthew Alfonso / Dale Finigan		
Landscaping Coordinator	Paul Williams	X	
Planning Director	Don Craig		X
Police Chief	Steve Torrence		X
Public Works	Greg Veliz		X
Sustainability Coordinator	Alison Higgins		X

### Also present:

Agency / Department	Name	Present	Absent
FEMA Coordinator	Scott Fraser		X
Planning Department	Carlene Smith	X	
Planning Department	Brendon Cunningham	X	
Planning Department	Nicole Malo	X	
Planning Department/Recording Secretary	Lindsey Ballard	X	

### Approval of Agenda

#### Actions/Motions:

A motion was made by Ms. Enid Torregrosa, seconded by Mr. Alan Averette, that the agenda be **Approved**. The motion **Passed** by a unanimous voice vote.

### Approval of Minutes

### Discussion Items

<b>1</b>	<p><b>Minor Development Plan - 202 William Street (RE# 00072082-003900)</b> – A minor development plan for a commercial property in the HRCC-1 zoning district per Section 108-91 (A.)(1.)(b.) of the Land Development Regulations of the Code of Ordinances of the City of Key West.</p> <p><b>Staff Report:</b> Presented by Nicole Malo. Minor Development plan that has been approved by HARC. The Site plans look good, additional information may be required at a later date for Staff Reports.</p> <p><b>Applicant:</b> No Comments.</p>
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	<p><b>DRC Member Comments:</b></p> <p><b>ADA Coordinator</b> – Bathrooms need to be ADA Compliant.</p> <p><b>Fire Chief</b> – No Objections.</p> <p><b>HARC Planner</b> – Need to add the HARC number.</p> <p><b>Planning Director</b> – Need the Authorization Form.</p> <p><b>General Services</b> – The Sanitary sewer cleanout needs to be traffic rated, identify relocated water meter locations and confirm swale is going to be located in ticket booth. Please show the grease interceptor on the plans.</p> <p><b>Landscaping</b> – No Comments.</p> <p>There were no additional Committee member comments for the record.</p> <p><b>Public Comments:</b> There were no public comments.</p>
<p><b>2</b></p>	<p><b>Variance - 202 William Street (RE# 00072082-003900)</b> – A variance for development within the Coastal Construction Control Line Setback in the HRCC-1 zoning district per Section 122-1148 of the Land Development Regulations of the Code of Ordinances of the City of Key West.</p> <p><b>Staff Report:</b> Presented by Nicole Malo. Application is for the Coastal Construction control line setback. No other variances are required for this application because it is part of the greater bight area.</p> <p><b>Applicant:</b> The applicant was not present.</p> <p><b>DRC Member Comments:</b></p> <p><b>ADA Coordinator</b> – No Comments.</p> <p><b>Fire Chief</b> – No Comments.</p> <p><b>HARC Planner</b> – Need to add the HARC number.</p> <p><b>Planning Director</b> – No Comments.</p> <p><b>General Services</b> – Applicant needs to make sure that the foundation for the new building meets the requirements for VE Zone foundation construction if located in VE Zone.</p> <p><b>Landscaping</b> – No Comments.</p> <p>There were no additional Committee member comments for the record.</p> <p><b>Public Comments:</b> There were no public comments.</p>

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<b>3</b>	<p><b>Easement - 405 Frances Street (RE#00004910-000000)</b> – An easement request for 157 square feet for a residential property in the HNC-2 zoning district per Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West.</p> <p><b>Staff Report:</b> Presented by Nicole Malo. Easement request that was recently renovated in the Historic District. Fence that was put in exceeded the scope of the certificate of occupancy and building permits. Applicant went to HARC to obtain approval. The fence is about a foot off the property line and would be wheelchair accessible.</p> <p><b>DRC Member Comments:</b></p> <p><b>ADA Coordinator</b> – No Comments.</p> <p><b>Fire Chief</b> – Request that the easement be revocable.</p> <p><b>Landscaping Coordinator</b> – No Comments.</p> <p><b>Planning Director</b> – Need to modify the application to include the portion of the building.</p> <p><b>General Services</b> – Coordinate with FKAA in regards to their 20 foot easement requirement.</p> <p><b>Landscaping</b> – No Comments.</p> <p><b>HARC Planner</b> – No Comments.</p> <p>There were no additional Committee member comments for the record.</p> <p><b>Public Comments:</b> There were no public comments.</p>
<b>4</b>	<p><b>Conditional Use - 1105 Leon Street (RE#00044110-000000)</b> – A conditional use request for a public utility for property in the PS zoning district per Section 122-1018(4) of the Land Development Regulations of the Code of Ordinances of the City of Key West.</p> <p><b>Staff Report:</b> Brendan Cunningham presented the project. Installation of a storm water pump station, which will include a platform with a generator on it. The pump station will be located on School Board Property. There is an easement in place to allow this to happen. Jay Gewin also presented on the project. The pump station will have significant flooding and environmental benefits. The Storm water will be filtered and the project consists of a platform with an elevated generator that will be at the end of Ashby street. There will be an outside pipeline that will go down Catherine Street to the Jose Marti pond. There was a public meeting with about 30 people in attendance and the project is widely supported.</p> <p><b>Applicant:</b></p> <p><b>DRC Member Comments:</b></p> <p><b>ADA Coordinator</b> – No Comments.</p>

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	<p><b>Fire Chief</b> – No Comments.</p> <p><b>HARC Planner</b> – No Comments.</p> <p><b>Planning Director</b> – No Comments.</p> <p><b>General Services</b> – No Comments.</p> <p><b>Landscaping</b> – Landscaping will be done per the City Code.</p> <p><b>Public Comments:</b> There were no public comments.</p>
5	<p><b>Variance - 1021 Fleming Street (RE# 00005060-000000)</b> - A variance application for front-yard setback requirements in the HMDR zoning district per Section 122-600 (6) a. of the Land Development Regulations of the Code of Ordinances of the City of Key West.</p> <p><b>Staff Report:</b> Brendan Cunningham presented the project. Essentially this a perennial problem that we have here somebody wants to renovate their house and they exceed 66% of value and any legal non conformities must be addressed through the variance process. In this case the front yard setback which is 10ft is not being met. The existing structure is three and a half feet off the property line.</p> <p><b>Applicant:</b> Rob Delaune comments that the proposed project doesn't seek to change the footprint of the building in any way or increase the non conformities, just too simply spend what would be more than the 66% more of its value in repairing and renovating its structure.</p> <p><b>DRC Member Comments:</b></p> <p><b>ADA Coordinator</b> – No Comment.</p> <p><b>Fire Chief</b> – No Comment.</p> <p><b>HARC Planner</b> – Need to add the HARC number.</p> <p><b>Planning Director</b> – No Comment.</p> <p><b>General Services</b> – No Comment.</p> <p><b>Landscaping</b> – No Comments.</p> <p>There were no additional Committee member comments for the record.</p> <p><b>Public Comments:</b> There were no public comments.</p>
	<p><b>Actions/Motions:</b> A motion was made by Ms. Enid Torregrosa seconded by Mr. Alan Averette, that the</p>

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	meeting be <b>Adjourned</b> . The motion <b>Passed</b> by a unanimous vote.
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	Meeting adjourned at <b>10:29 am</b> .
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