

DEVELOPMENT REVIEW COMMITTEE

Tuesday, January 29, 2013

MEETING MINUTES

The Monroe County Development Review Committee conducted a meeting on **Tuesday, January 29, 2013**, beginning at 1:05 p.m. at the Marathon Government Center, Media & Conference Room (1st floor, rear hallway), 2798 Overseas Highway, Marathon, Florida.

CALL TO ORDER

ROLL CALL by Gail Creech

DRC MEMBERS

Townsley Schwab, Senior Director of Planning and Environmental Resources	Present
Mike Roberts, Sr. Administrator, Environmental Resources	Present
Joe Haberman, Planning & Development Review Manager	Present
Steve Zavalney, Captain, Fire Prevention	Present

STAFF

Mitch Harvey, Comprehensive Plan Manager	Present
Rey Ortiz, Planning & Biological Plans Examiner Supervisor	Present
Steven Biel, Senior Planner	Present
Gail Creech, Planning Commission Coordinator	Present

CHANGES TO THE AGENDA

There were no changes to the agenda.

MINUTES FOR APPROVAL

Mr. Schwab approved the meeting minutes for November 13, 2012, November 27, 2012 and December 18, 2012.

MEETING

New Items:

1.Roberts and Curry Property, 5585 2nd Avenue, Stock Island, Mile Marker 5: A request for an amendment to a minor conditional use permit in order to construct a new second story within an existing 3,400 square foot, one-story building to be utilized by four (4) new attached affordable dwelling units. The first floor of the building shall remain utilized for warehouse and office use. The subject parcel is legally described as part of Square (Block) 41, Maloney Subdivision (PB1-55), Stock Island, Monroe County, Florida, having real estate number 0000125380.000100.
(File 2012-148)

Mr. Biel presented the staff report. Mr. Biel reported that this is a proposal to add four affordable units on the property. In 1986 the original building was 1246 square feet and in 2003 2154 square feet were approved and added. The site plan does not meet the requirements of a site plan because it is not scaled, sealed or signed, which has to be rectified prior to writing the development order. More detail is needed on the site plan. Mr. Mike Roberts added that the location of the landscaping needs to be included on the site plan, as well as confirmation that the exfiltration trench exists. Property owner Charles Roberts was present. Mr. Charles Roberts stated that the calculations of the exfiltration trench have been provided.

Parking on the property was then discussed. Mr. Haberman explained that the parking is adequate as long as the property remains a warehouse/light industrial business, but if it were to be converted into an office in the future more parking may need to be added. Mr. Charles Roberts stated that the tenancy in the building has been the same from the beginning and the owners strive to maintain the warehouse/light industrial type tenants so as not to incur an increased number of vehicles parked at the property during the day. Mr. Haberman noted that one parking space does not meet code and recommended it be turned into scooter/motorcycle parking. Mr. Haberman also noted that some spaces are wider than the code requires.

Mr. Haberman reminded the applicant that the conditional use is only the first step and the building permit is the second step, which does not have to be achieved in only one building permit. Re-verification of the landscaping needs to occur due to the time that has passed between the prior conditional use permit and now. Mr. Mike Roberts suggested the applicant have a design engineer certify the drainage plan as an as-built, certify that it is actually there as designed and functioning. Mr. Biel stated that the open space calculation also needs to be verified and shown. Mr. Haberman pointed out to the applicant that there are a lot of incentives received for building affordable housing, but these units are going to be deed-restricted for 99 years affordable and they are going to have to qualify through the Planning Department. Mr. Biel then noted that the loading zone was approved under the previous conditional use.

Staff recommended approval with conditions. Those conditions were then recited by Mr. Biel. Mr. Haberman explained that the revised site plan and the landscaping plan can be combined. Mr. Mike Roberts added that if the landscaping that was required originally does not meet the current code, the landscaping might have to be upgraded. Mr. Haberman then explained the process that once a development order is issued, there is an appeal period where neighbors will be notified of the proposed development. If nobody appeals, then the order goes to the State and they have a chance to appeal it or not. After that passes, application can be made for building permits. Once building permits are approved, not issued, the applicant enters ROGO for the affordable allocations. Once the ROGO allocations are received, the building permits get issued.

Captain Zavalney commented that the building will require a sprinkler system throughout. The separation between the upper and lower floors is going to be allowed to be reduced by one hour. Captain Zavalney recommended the applicant have the engineer do a fire flow calculation to determine the number of hydrants needed. Mr. Haberman emphasized that the tenants need to be limited to a certain number of cars because of the reduced parking. Mr. Charles Roberts assured staff that the number of cars on the property will be limited. A copy of the staff report was provided to the applicant.

2. AN ORDINANCE BY THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS TO AMEND THE CAPITAL IMPROVEMENT ELEMENT TO UPDATE TABLE 4.1, THE 5-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS WITHIN THE YEAR 2010 MONROE COUNTY COMPREHENSIVE PLAN, PURSUANT TO 163.3177(3)(A) AND 163.3177(3)(B), FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR THE FILING WITH THE SECRETARY OF STATE; PROVIDING FOR AN EFFECTIVE DATE.

(File 2013-007)

Mr. Harvey presented the staff report. Mr. Harvey reported that those citations of Florida Statutes listed on the agenda require all local governments that have a comprehensive plan to have a capital improvements element, and that capital improvements element is to ensure that the level of service standards that have been adopted in the plan are being achieved and maintained. One way to do that is to identify the capital improvements projects that have been budgeted by the local jurisdiction to maintain level of service standards. On September 13, 2012 the BOCC adopted its fiscal year 2013 budget which included a list of capital projects.

Mr. Harvey reported that Monroe County is maintaining their levels of service standards. The public facilities capacity report, which is prepared annually, concluded that Monroe County is meeting their level of service standards. This update shows where the expenditures are coming from and going to for capital projects, such as water, sewer, solid waste, parks and roads. Mr. Schwab pointed out that under Wastewater the level of service segment section is not included. Mr. Harvey will correct that. Mr. Harvey noted that because of the recent change in the State statutes, amending this capital improvements table is no longer considered an amendment to the comprehensive plan. It just gets adopted and sent to the State with no transmittal hearing.

ADJOURNMENT

The Development Review Committee meeting was adjourned at 1:41 p.m.