

DEVELOPMENT REVIEW COMMITTEE

Monday, December 12, 2011

Meeting Minutes

The Development Review Committee of Monroe County conducted a meeting on **Tuesday, December 12, 2011**, beginning at 10:09 a.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
Joe Haberman, Planning & Development Review Manager	Present
Steve Zavalney, Captain, Fire Prevention	Present

STAFF MEMBERS:

Mitch Harvey, Comprehensive Plan Manager	Present
Steven Biel, Senior Planner	Present
Gail Creech, Planning Commission Coordinator	Present
Tim Leonard, Fire Prevention	Present

CHANGES TO THE AGENDA

There were no changes to the agenda.

MINUTES FOR APPROVAL

Mr. Schwab approved the minutes from the November 29, 2011 DRC meeting.

MEETING

NEW ITEM:

1.Northstar Resort Enterprises Corp. Property, 99060 Overseas Highway (US 1), Key Largo, Mile Marker 99: A request for approval of an amendment to a major conditional use permit. The amendment would allow the property owner to construct and operate a campground for 110 recreational vehicles in the interim time between the effective date of a development agreement between the landowner, Northstar Resort Enterprises Corp., and Monroe County and the completion of an unconstructed 138 unit resort hotel approved by Planning Commission Resolution #P02-07. The subject property is legally described as a portion of lots 4,8, 9, 11 and 12 in Section 32, Township 61 South, Range 39 East (PB1-68) and Block 3, Lot 3, El Dorado

Heights (PB1-203), Key Largo, Monroe County, Florida, having real estate number 00088020.000000.

Steven Biel presented the staff report. Mr. Biel reported that this is a proposal for eventually a 138-unit hotel, but in the interim the proposal is for 110 RV pads. This project will be developed in three phases. The first phase will be for 110 RV units. There is a proposed restaurant/bar area, as well as a clubhouse/pool house. Mr. Biel stated that it is unclear as to the square footage of the clubhouse area. Joel Reed, the applicant's planner, attended the meeting by telephone. Mr. Reed explained that the clubhouse has a community room and bathroom on the first floor and a portable house unit on the second floor. Jim Saunders, property owner, was present and further explained that the restaurant is 600 square feet.

Mr. Biel further reported that on November 16, 2011 the development agreement was approved by the Board of County Commissioners (BOCC). Mr. Biel stated that this application is consistent with the comprehensive plan and land development regulations. The final landscape plan has already been approved. Mr. Saunders briefly described the landscape plan.

Mr. Biel outlined the phasing plans. The first phase includes 110 RV units, a 2100 square foot reception area and the pool building/clubhouse. In Phase 2 the RV units will start getting switched out, with Phase 2 showing 27 hotel rooms and 87 RV units. Phase 3 is a full hotel that has already been approved. The setback of 20 feet along Thurman Street was discussed. Mr. Biel will verify whether that will remain at 20 feet or need to be changed to 25 feet. Mr. Saunders stated that the applicant will abide by either.

Mr. Biel stated that the applicant is six parking spaces short for Phase 1 and Phase 2. Mr. Reed explained that there will be no table service at the tiki hut area, which takes away that need for additional parking. Mr. Haberman brought up the parking for the employee housing. Mr. Saunders stated that designated parking can be located at the clubhouse or at what the applicant calls the play area.

Mr. Biel pointed out that the development agreement references two different figures for NROGO. Mr. Reed explained that 9250 square feet of commercial floor area was lawfully established on the site, but only 5900 square feet would require NROGO. The development agreement is recording that they do have additional lawful square footage on the site that they are not using as part of the development. Mr. Haberman added that if the tiki area has no table service then it does not need NROGO. Mr. Haberman suggested that Mr. Biel add a condition at the end of the approval that figures out what balance the applicant has left and state how much unused NROGO the applicant has that they may transfer on site in the future so it is somewhere that people may actually notice it and read it.

Mr. Saunders informed the Committee that the applicant has the Army Corps' approval and the submerged land lease for the proposed docks. Mr. Haberman added that if the proposed sunset cruise is open to the public it would increase the parking requirements. Mr. Saunders then clarified that the restaurant facility is just to serve food for the people at the pool deck. Mr. Biel pointed out that the development agreement references that the 5908 square feet of commercial retail for the restaurant and tiki bar/grill on site is open to the public. Mr. Saunders stated that

every RV site has car parking next to the RV pad and then illustrated where additional parking in the front area was on the plans. Mr. Saunders said that the development agreement was approved by the Planning Commission and the BOCC, and further stated that the applicant will comply with everything staff requires.

Mr. Saunders then discussed that the agency who is proposing a future mooring field in this area finds it very attractive for them that a pump out station will be located on the applicant's docks. This development also provides a lot of access to cruisers who need to get on land.

Captain Zavalney commented that the island at the entrance that may include a guard shack needs to be smaller for access. Captain Zavalney then requested an additional dry line for the resort guest dock since the access is a little over the minimums that is required to have fire protection. Captain Zavalney then suggested moving one of the four fire hydrants over by the fourth dock or by the bath house. Mr. Saunders added that an additional dry line will be put in at the main dock.

Mr. Reed stated that the programming of the floor areas will be finalized with staff. The applicant is to provide eleven copies of the new site plan with any changes and the fire marshal's requests. Mr. Reed requested to then receive a set that includes the Planning Commission's "Approved" stamp on them.

The 2012 DRC meeting schedule was discussed. Mr. Schwab informed the Committee that the DRC meetings will be held once a month as opposed to twice a month and will always occur the day before the Planning Commission meetings. Captain Zavalney stated that the 1:00 time slot makes it more convenient for Fire Prevention to attend. Mr. Schwab will look into a time change.

Mr. Reed then confirmed that this item will be heard before the Planning Commission on January 24, 2012.

ADJOURNMENT

The Development Review Committee meeting was adjourned at 10:47 a.m.