



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, April 20, 2023

5:00 PM

City Hall

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.

FOR VISUAL PRESENTATIONS: Individuals are responsible to share their presentation at the meeting on their laptop through Zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

Call Meeting To Order - Meeting was called to order by Clerk at 5:07 P.M.

Roll Call - A motion was made by Mr. Lloyd, seconded by Mr. Varela, to nominate Mr. Browning as Acting Chair for the purpose of this meeting. The motion passed unanimously and Mr. Browning received the gavel.

Absent 2 - Vice Chair Gilleran, and Chairman Holland

Present 5 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, and Mr. Varela

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as amended

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 March 16, 2023

Attachments: [Minutes](#)

A motion was made by Ms. Henderson, seconded by Mr. Lloyd, that the Minutes be Approved. The motion passed by unanimous vote.

Discussion Items

2 Proposed Dates for June 2023 Planning Board Workshop

Attachments: [Proposed Workshop Dates](#)

Discussed - Consensus determined June 1, 2023 would be the best day for a Workshop

Old Business**3** **Variance - 1905 Staples Avenue (RE# 00046930-000000) -**
A request for variance approval for non-complying front, side and rear setbacks, and building coverage, to allow a single-family residence, located in the Limited Commercial (CL) zoning district, pursuant to Sections 90-395, 122-390 and 108-346 of the City of Key West Land Development Regulations.

Attachments: [Request for postponement](#)
[Staff Report 04.20.23](#)
[Planning Package 04.20.23](#)
[Noticing Package 04.20.23](#)
[STAFF REPORT 2.16.23](#)
[Planning Package 02.16.23](#)
[1904 Staples Ave. Comments](#)
[1907 Staples & Applicant Communications](#)
[1907 Staples - Comment 1](#)
[1907 Staples - Comment 2](#)
[Staff Report](#)
[Request for postponement](#)
[Planning Package](#)
[Noticing Package](#)

Postponed Indefinitely

4

Conditional Use - 1905 Staples Avenue (RE# 00046930-000000) - A request for conditional use approval to allow a single-family residence, located in the Limited Commercial (CL) zoning district, pursuant to Sections 122-61, 122-62 and 122-388(1) of the City of Key West Land Development Regulations.

Attachments: [Request for postponement](#)
[Staff Report 04.20.23](#)
[Planning Package 04.20.23](#)
[Noticing Package 04.20.23](#)
[1904 Staples-applicant response](#)
[1907 Staples-applicant response](#)
[STAFF REPORT 2.16.23](#)
[Planning Package 02.16.23](#)
[1904 Staples Ave.Comments](#)
[1907 Staples & Applicant Communications](#)
[1907 Staples - Comment 1](#)
[1907 Staples - Comment 2](#)
[Staff Report](#)
[Request for postponement](#)
[Additional utilities comments](#)
[Planning Package](#)
[Noticing Package](#)
[Utilities Comments](#)

New Business

- 5 **Variance- 1617 Bahama Drive (RE# 00070240-000000)-** A request for a variance to the minimum allowed rear setback requirement and exceeding the maximum building coverage for a pool house and pool deck at a residence in the Single Family (SF) zoning district pursuant to Section 90-395 and Section 122-238 of the City of Key West Land Development Regulations.

Attachments: [Staff Report](#)
 [Planning Package](#)
 [Noticing Package](#)

A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance (exception) be Granted subject to the conditions as outlined in the Staff Report and an added condition to move the air conditioning unit from the side yard to the rear yard. The motion carried by the following vote:

Absent: 2 - Vice Chair Gilleran, and Chairman Holland

Yes: 5 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, and Mr. Varela

Enactment No: PB Resolution 2023-07

6 Variance - 1117 Fleming Street (RE# 00004650-000000) -
 A request for a variance to the minimum required front setback adjacent to Fleming Street, and the maximum allotted building coverage in order to relocate and renovate an existing multi-family home into a single-family home, construct a pool and outdoor deck, and construct two dwelling units on a double frontage lot located within the Historic Medium Density Residential (HMDR) zoning district pursuant to Section 90-395, 122-600(4)a. and 122-600(6)a., of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:**
- [Staff Report](#)
 - [Planning Package](#)
 - [Noticing Package](#)
 - [Letters of Support \(29\)](#)
 - [Letter of Opposition\(1\)/Follow Up Support](#)

A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance (exception) be Granted subject to the conditions as outlined in the Staff Report. The motion carried by the following vote:

- Absent:** 2 - Vice Chair Gilleran, and Chairman Holland
- Yes:** 5 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, and Mr. Varela
- Enactment No: PB Resolution 2023-08

7 Official Zoning Map Amendment - A request to adopt the revised Official Zoning Map attached herein, to update the 2015 Official Zoning Map, pursuant to Chapter 122, Article IV., Division 1., Sec. 122-93; and Chapter 90, Article VI, Division 2 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for concurrent and conditional adoption upon adoption of Comprehensive Plan amendments; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Postponed to May 18, 2023

- 8 **Future Land Use Map Amendment** - A request to adopt the revised Comprehensive Plan Future Land Use Map (FLUM) attached herein, to update the existing Comprehensive Plan 2030 Future Land Use Map (FLUM), pursuant to Chapter 90, Article VI, Division 3 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for severability; providing for the repeal of inconsistent provisions; Providing for an effective date; Providing for the inclusion into the City of Key West Comprehensive Plan.

Postponed to May 18, 2023

Reports

- 9 A request to approve a Minor Modification to a Major Development Plan to relocate a building at 1020 Margaret Street (RE# 00030490-000000) in the Historic Medium Density Residential (HMDR) zoning district.

Attachments: [Minor Modification Determination Letter](#)
[Minor Modification Request Letter & Application](#)
[Noticing Package](#)
[RES 21-276](#)
[Public Comment -1022 & 1024 Margaret St](#)

Received

Public Comment

Board Member Comment

Adjournment - 6:01 P.M.