



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, December 16, 2021

5:00 PM

City Hall

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**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 - 5:00 P.M.**

#### Roll Call

**Absent** 1 - Mr. Browning

**Present** 6 - Ms. Brew, Vice Chair Gilleran, Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

#### 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 November 18, 2021

Attachments: [Minutes](#)

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

#### Old Business

2

**Official Zoning Map Amendment - 700 Front Street (RE # 00000210-000000)** - A request for approval of an amendment to the Official Zoning map to rezone the subject property from Historic Residential Commercial Core - Key West Bight (HRCC-2) to Historic Residential Commercial Core - Duval Gulfside District (HRCC-1); pursuant to Sections 90-516, 90-521, and 122-93 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for severability; Providing for an effective date.

- Attachments:**
- [Staff Report](#)
  - [Planning Package](#)
  - [Submerged Land Lease](#)
  - [Noticing Package 7.15.21](#)
  - [Letter of Objection - Letschert - The Galleon](#)
  - [Noticing Package 10.21.21](#)
  - [Letter of Objection - Holtz](#)
  - [Letter of Objection - Foster & Hann](#)

Withdrawn

**New Business**

3

**Variance - 1327 Duval Street (RE# 00036190-000100)**

- A request for variances to allow for modification of an existing parking lot, including reduction of required off-street parking spaces and additional compact spaces, to add a food truck on a commercial property in the Historic Commercial Tourist (HCT) zoning district pursuant to Code Sections 108-572, 108-575, 108-607, 108-641, 108-646, and 108-648 of the City of Key West Land Development Regulations.

- Attachments:**    [Staff Report](#)  
                                  [Planning Package](#)  
                                  [Noticing Package](#)  
                                  [1327 Duval St - Site Plan - Parking Changes 12-10-2021SS \(002\)](#)

**A motion was made by Mr. Varela, seconded by Vice Chair Gilleran, 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 with the addition of the following special conditions; signage at the entrance of the parking area announcing parking for Southernmost Point Bar, four (4) parking spots inside the lot specifically designated for patrons of the bar, and signage indicating there is additional parking at 1300 Duval Street. The motion carried by the following vote:**

**No:** 2 - Ms. Henderson, and Mr. Lloyd

**Absent:** 1 - Mr. Browning

**Yes:** 4 - Ms. Brew, Vice Chair Gilleran, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2021-61

**Old Business - cont'd**

4

**Conditional Use - 1327 Duval Street**

**(RE#00036190-000100)** - A request for a conditional use for a food service restaurant (food truck), excluding drive-through, in an existing hotel parking lot located in the Historic Commercial Tourist (HCT) zoning district, pursuant to Section 122-898 of the City of Key West Land Development Regulations.

**Attachments:**[Staff Report](#)[1327 Duval St - Site Plan - Parking Changes 12-10-2021SS \(002\)](#)[Planning Package](#)[Utilities Comments](#)[Keys Energy Comments](#)[Floodplain Comments](#)[Urban Forestry Comments](#)[Noticing Package](#)

**A motion was made by Mr. Lloyd, seconded by Ms. Henderson, that the Board finds that the Applicant's proposed conditional use demonstrates all of the requirements of code Section 122-62(c) and that the Application be approved subject to the conditions as outlined in the staff report with Condition #2 being struck completely. The motion carried by the following vote:**

**Absent:** 1 - Mr. Browning

**Yes:** 6 - Ms. Brew, Vice Chair Gilleran, Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2021-62

5

**Conditional Use - 3841 N. Roosevelt Blvd.**

**(RE#00064881-000300)** - A request for a conditional use for a small recreation power-driven equipment rental business, as an accessory to an existing hotel located in the General Commercial (CG) zoning district, pursuant to Section 122-418 of the City of Key West Land Development Regulations.

- Attachments:**
- [Staff Report](#)
  - [Planning Package](#)
  - [Utilities Comments](#)
  - [Keys Energy Comments](#)
  - [Floodplain Comments](#)
  - [Urban Forestry Comments](#)
  - [Noticing Package](#)

A motion was made by Vice Chair Gilleran, seconded by Ms. Brew, that the Application be Approved with the following amendments to conditions in the staff report;

Condition #2 - 35 of the vehicles will be gas powered and 15 will be electric until the 5th anniversary of the approval of this conditional use permit.

Condition #3 - Within 5 years of the approval, the fleet mix will include 25 gas powered vehicles and 25 electric vehicles.

Condition #4 - Completely striking "or washing of vehicles".

Add-on Condition #6 - If the City imposes stricter requirements on gas versus electric, the applicant would match those requirements.

The motion carried by the following vote:

**Absent:** 1 - Mr. Browning

**Yes:** 6 - Ms. Brew, Vice Chair Gilleran, Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2021-63

- 6 Variance - 1021 Packer Street (RE# 00031160-000000) -**  
A request for a variance to the minimum allowed open space requirement, building coverage, and impervious surface, for a pool and pool deck at a residence in the Historic Medium Density Residential (HMDR) zoning district pursuant to Section 90-39, Section 122-600(4)a. and Section 122-600(4)b. of the City of Key West Land Development Regulations.

**Attachments:**    [Staff Report](#)  
                              [Noticing Package](#)  
                              [\\*Large File\\* Planning Package](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Varela, 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:** 1 - Mr. Browning

**Yes:** 6 - Ms. Brew, Vice Chair Gilleran, Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2021-64

## **New Business - cont'd**

7

**Variance - 2719 Staples Avenue (RE# 00067790-000000)** - A request for variances to construct an Accessory Unit which would exceed the permitted square footage, number of bedrooms, and other features in the Single Family Residential (SF) zoning district pursuant to Section 122-233, 122-234, and 108-986 of the City of Key West Land Development Regulations.

- Attachments:
- [Staff Report](#)
  - [\\*Large File\\* Planning Package](#)
  - [Noticing Package](#)
  - [Letter of Support - Robinson](#)

A motion was made by Mr. Varela, seconded by Ms. Brew, 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 following being amended as follows;

**Condition #1 - Change the square footage from 600 to 962.**

**Add- on Condition #6 - If the City changes the affordable housing percentage for accessory units, the City will amend the deed restriction to be recorded.**

The motion carried by the following vote:

**Absent:** 1 - Mr. Browning

**Yes:** 6 - Ms. Brew, Vice Chair Gilleran, Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2021-65

**Discussion Items**

8

**Variance Determinations**

Withdrawn

**Reports**

**Public Comment**

**Board Member Comments**

**Adjournment - 6:51 P.M.**