



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Development Review Committee

Thursday, December 18, 2025

10:00 AM

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: For City Commission meetings the City Clerk's Office will need a copy of all presentations for the agenda at least 7 days before the meeting.

Call Meeting to Order -10:00 A.M.

Roll Call

Absent 1 - Mr. Winterfield

Present 9 - Mr. Anderson, Mr. Bradshaw, Mr. Davila, Mr. Mayle, Ms. Salume, Mr. Stachurski, Mr. Tripp, Mr. Willman, and Chairman Brown

Ms. Lewis represented the Building Department.

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as presented.

Approval of Minutes

1 November 20, 2025

Attachments: [Minutes](#)

A motion was made by Mr. Anderson, seconded by Mr. Bradshaw, that the Minutes be Approved. The motion passed by unanimous vote.

Discussion Items

2 **Transfer of Transient Unit & License - 525 Simonton Street (RE# 00009240-000000) to 533 Whitehead Street (RE# 00010010-000000)** - A request to transfer one transient license and associated transient unit from a property located at 525 Simonton Street in the Historic Neighborhood Commercial - 1 (HNC-1) zoning district to property located at 533 Whitehead Street in the Historic Residential Office (HRO) zoning district, located within the Appelrouth Business Corridor, pursuant to Sections 122-1336 through 122-1370 and 122-926 through 122- 930 of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Planning Package](#)

Discussed

3 **Major Development Plan - 3401 Duck Avenue (RE# 00064740-000000)** - A request for a Major Development Plan for the redevelopment of 1621-1622 Spalding CT, which is a portion of the larger parcel known as 3401 Duck Avenue, with plans to reconstruct a new 40-unit structure located within the Medium Density Residential 1 (MDR-1) Zoning District pursuant to Sections 122-276 through 122-295 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)
[Comments - Keys Energy](#)
[Comments - Utilities](#)

Discussed

4

Easement - 1341 Tropical Street (RE# 00040900-000000)

- Applicant seeks an easement for a carport and portion of the front yard that extends into the right of way at a single-family residence requiring approximately two hundred and thirty two (232) square feet of the City-owned right-of-way in the Single Family (SF) Zoning District, pursuant to Section 2-938 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; providing fees and conditions.

Attachments: [Planning Package](#)

Discussed

Reports**Adjournment - 10:31 A.M.**