



DEVELOPMENT PLAN AND CONDITIONAL USE APPLICATION CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: www.cityofkeywest-fl.gov

Received Via Electronic Mail
4/2/2025 - BG

Fees listed below include a \$358.87 advertising/noticing fee and a \$127.63 fire review fee where applicable. Any Major or Minor Development Plan returned to the Planning Board after initial approval will require a new application fee equivalent to one-half of the current fee schedule

Development Plan and Conditional Use application fee schedule

Development Plan	
Minor Development Plan	
Within Historic District Total Application Fee	\$ 3,932.46
Outside Historic District Total Application Fee	\$ 3,166.69
Conditional Use Total Application Fee	\$ 1,403.91
Extension Total Application Fee	\$ 1,124.64
Major Development Plan Total Application Fee	\$ 5,208.74
Conditional Use Total Application Fee	\$ 1,403.91
Extension Total Application Fee	\$ 1,124.64
Administrative Modification Fee	\$ 926.10
Minor Modification Fee	\$ 1,765.38
Major Modification Fee	\$ 2,981.18
Conditional Use (not part of a development plan) Total Application Fee	\$ 3,677.20
Extension (not part of a development plan) Total Application Fee	\$ 1,124.64
Revision or Addition (not part of a development plan) Fee	\$ 2,801.75

Applications will not be accepted unless complete

Development Plan

Major _____

Minor _____

Conditional Use

_____ x _____

Historic District

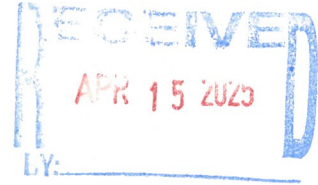
Yes _____

No _____

Please print or type:

- 1) Site Address: 511 Truman Ave Key West, Fl
- 2) Name of Applicant: Matt Elsing
- 3) Applicant is:
Property Owner: xx
Authorized Representative: _____
(attached Authorization and Verification Forms must be completed)
- 4) Address of Applicant: E11989 Lorena lane Prairie du Sac, Wi 53578
- 5) Applicant's Phone #: (608) 963-0693 Email: pegstorage@gmail.com
- 6) Email Address: pegstorage@gmail.com
- 7) Name of Owner, if different than above: _____
- 8) Address of Owner: _____

Introductory Letter for Conditional Use Permit



To Whom It May Concern,

My name is Matthew Elsing, and I am writing to you as a representative of Key West Park and Play to apply for a conditional use permit to rent Class 2 e-bikes in Key West, FL.

E-bikes provide an accessible and convenient mode of transportation for individuals of all ages and physical abilities. Unlike traditional bicycles, e-bikes are equipped with an electric motor that assists riders in pedaling, making it easier to navigate the city's streets and trails. The level of assistance is particularly beneficial for older adults, individuals with mobility challenges, and those who may not have the physical endurance to ride a traditional bicycle for extended periods.

Our e-bikes are carefully chosen for their safety and reliability, with turn signals, built-in head lights and taillights to ensure visibility day or night.

To further promote safety and responsible e-bike use, we provide each of our renters with a helmet, lock, and a brief yet comprehensive class on proper e-bike operation and safety, ensuring they are well informed about safe riding practices, local traffic regulations, and the proper use of e-bike features. This ensures that all riders are well-informed and prepared to enjoy their e-bike experience in the safest manner possible.

We believe that the introduction of e-bikes will provide both residents and tourists with a convenient and eco-friendly mode of transportation, enhancing the overall experience of exploring Key West.

The existing site plan of 511 Truman Ave will not change. The location of the e-bikes will simply replace a portion of the area where the pedal bicycles are currently located (see attached documents). We are committed to maintaining the highest standards of safety and customer service and we appreciate your consideration of our application for this conditional use permit.

Sincerely,

Matthew Elsing 608-963-0693 pegstorage@gmail.com

Key West Park and Play

Verification & Authorization Forms



**City of Key West
Planning Department**

Authorization Form
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

I, Matthew Elsing as
Please Print Name of person with authority to execute documents on behalf of entity

Managing Member of Elsing Key, LLC.
Name of office (President, Managing Member) *Name of owner from deed*

authorize Jennifer Smith
Please Print Name of Representative

to be the representative for this application and act on my/our behalf before the City of Key West.

[Signature]
Signature of person with authority to execute documents on behalf of entity owner

Subscribed and sworn to (or affirmed) before me on this May 6th, 2025
Date

by Matthew E. Elsing
Name of person with authority to execute documents on behalf of entity owner

☒ He/She is personally known to me or has presented Drivers license as identification.

Kristina M. Kohlman
Notary's Signature and Seal

Kristina M. Kohlman
Name of Acknowledger typed, printed or stamped

Commission Expires January 6th, 2028
Commission Number, if any



**City of Key West
Planning Department**

Authorization Form

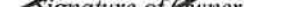
(Individual or Joint Owner)


Please complete this form if someone other than the owner is representing the property owner in this matter.

I, Matthew S ELSing ELSing Key LLC authorize
 Please Print Name(s) of Owner(s) as appears on the deed

Jennifer Smith
Please Print Name of Representative

to be the representative for this application and act on my/our behalf before the City of Key West.


Signature of Owner


Signature of Joint/Co-owner if applicable

Subscribed and sworn to (or affirmed) before me on this May 6th, 2025
Date

by Matthew E Elsing
Name of Owner

(He) She is personally known to me or has presented Drivers license as identification.

Winstona M. Konekmar
Notary's Signature and Seal

Kristina M. Kohlman
Name of Acknowledger typed, printed or stamped

Commission Expires January 6th, 2028
Commission Number, if any



**City of Key West
Planning Department
Verification Form**

(Where Applicant is an entity)

I, Matthew Elsing, in my capacity as Managing member
(print name) (print position) president, managing member
of Elsing Key, LLC
(print name of entity)

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed), for the following property identified as the subject matter of this application:

511 Truman Ave. Key West, FL 33040
Street address of subject property

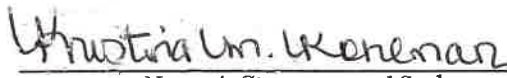
I, the undersigned, declare under penalty of perjury under the laws of the State of Florida that I am the Authorized Representative of the property involved in this application; that the information on all plans, drawings and sketches attached hereto and all the statements and answers contained herein are in all respects true and correct.

In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.


Signature of Applicant

Subscribed and sworn to (or affirmed) before me on this May 6th, 2025 by
date
Matthew E. Elsing
Name of Applicant

☒ He/She is personally known to me or has presented Drivers License as identification.


Notary's Signature and Seal

Kristina M. Kohlman
Name of Acknowledger typed, printed or stamped

Commission Expires January 6th, 2028
Commission Number, if any

Plans



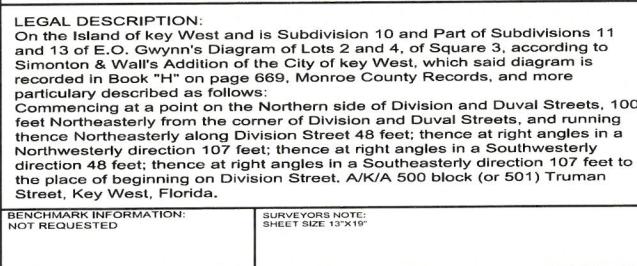
SURVEYOR'S NOTES:

1. EXAMINATION OF THE ABSTRACT OF THE TITLE WILL HAVE TO BE MADE TO DETERMINE RECORD INSTRUMENTS IF ANY AFFECTING THE PROPERTY.
2. LOCATION AND IDENTIFICATION OF UNDERGROUND ENCROACHMENTS OR UTILITIES ON AND/OR ADJACENT TO THE PROPERTY WERE NOT SECURED AS SUCH INFORMATION WAS NOT REQUESTED.
3. NO SEARCH OF PUBLIC RECORDS HAS BEEN MADE (BY THIS OFFICE) FOR EASEMENTS OR OBLIGATIONS.
4. THIS CERTIFICATION IS ONLY FOR THE LANDS AS DESCRIBED IF NOT A CERTIFICATION OF TITLE ZONING, EASEMENTS, OR FREEDOM FROM ENCUMBRANCES. "TITLE" ABSTRACT NOT REVIEWED.
5. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT SHOWN ON THIS SURVEY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
6. THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF ENTITIES NAMED HEREON AND THE CERTIFICATION DOES NOT EXTEND TO ANY UNNAMED PARTY.
7. DRAINAGES, BEARINGS OR ANGLES INDICATED HEREIN ARE MEASURED AND ARE THE SAME AS PLAT VALUES UNLESS OTHERWISE INDICATED BEARINGS ARE BASED ON SHOWN PLAT VALUES IF ANY OR AN ASSIGNED VALUE.
8. ALL RIGHTS OF WAY SHOWN ARE PUBLIC UNLESS OTHERWISE NOTED.
9. UTILITY FACILITIES WITHIN UTILITY EASEMENTS NOT NOTED AS VIOLATIONS; DRIVEWAYS OR PORTIONS THEREOF WITHIN ROADWAYS NOT NOTED AS VIOLATIONS OR ENCROACHMENTS.
10. THE LEGAL DESCRIPTION WAS FURNISHED BY _____ INC. AND CANNOT BE REPRODUCED WITHOUT WRITTEN CONSENT
11. THE DRAWING IS PROPERTY OF TURNBULL-CANTRELL ASSOC., INC. AND CANNOT BE REPRODUCED WITHOUT WRITTEN CONSENT
12. THE ELEVATION INFORMATION SHOWN HEREON (IF ANY) IS RELATIVE TO THE NATIONAL GEODETIC VERTICAL DATUM (N.G.V.D.) OF 1929 UNLESS OTHER WERE NOTED
13. BENCHMARK USED: NGDS BENCHMARK # FRPA (USE BENCHMARK INFO)
14. COORDINATES SHOWN ARE RELATIVE TO THE NORTH AMERICAN DATUM OF 1883/85 AS BASED ON THE STATE OF FLORIDA'S D.O.T. FLORIDA PERMANENT REFERENCE NETWORK (F.P.R.N.) A SPONSORED REFERENCE NETWORK. BASE STATION USED: FLOWERS KEY WEST STATION
15. COORDINATE CONVERSIONS (IF ANY) HAVE BEEN CONVERTED USING COMPTON VERSION 8.5.1 FROM U.S. ARMY CORPS OF ENGINEERS, ALEXANDRIA VIRGINIA.
16. UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER, THIS DRAWING SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND NOT VALID.
17. ACCURACY OF HORIZONTAL CONTROL, OR EXPECTED USE OF LAND AS DEFINED BY GO-IT-10 FIELD MEASUREMENTS VERIFIED BY CALCULATIONS OF A CLOSED GEOMETRIC FIGURE BASED UPON FIELD INFORMATION TAKEN IN THE FIELD BY TOTAL STATION AND OR GPS.
LINEAR = 1 FOOT IN 19,000 FEET
ANGULAR = 1 SECOND
18. ACCURACY OF VERTICAL CONTROL, OR EXPECTED USE OF LAND AS DEFINED BY GO-IT-10 FIELD MEASUREMENTS VERIFIED BY CALCULATIONS OF A CLOSED GEOMETRIC FIGURE BASED UPON FIELD INFORMATION TAKEN IN THE FIELD BY TOTAL STATION AND OR GPS.
LINEAR = 1 FOOT IN 7,500 FEET
ANGULAR = 1 SECOND

SURVEYOR
_____ RURAL

**LOCATION MAP (N.T.S.)
LOTS 2 AND 4, SQUARE 3
KEY WEST, FL**

DUVAL ST
OLIVA ST
CARMEN ST
TRUMAN AVE
SHOMONT ST

[illegible]

511 TRUMAN AVENUE

NOTE: ALL ANGLES ARE
90°00'00" UNLESS
OTHERWISE DESCRIBED

PARCEL ID
0017810-000000

PARCEL ID
0017830-000000

48.00' M. & R.

FND NAIL & DISC
NOT LEGIBLE

FND NAIL & DISC
PLS NO 1587
11 NF

C.B. WALL WITH WOOD FENCE

78' CLEAR

65' CLEAR

80' CLEAR

11' CLEAR

COVERED PORCH
AND BALCONY

42' CLEAR

2 STORY FRAME RESIDENCE

107.00' M. & R.

PARCEL ID
0017750-000000

PARCEL ID
0017780-000000

107.00' M. & R.

WOOD FENCE

65' CLEAR

GRAVEL

87

84

2000' FENCE

100.50'

PARCEL ID
0017790-000000

PROpane
TANKS

CONCRETE

26' CLEAR

85

TICKET
BOOTH

PAVERS

48.00' M. & R.

29' CLEAR

COVERED PORCH
AND BALCONY

100.00'
M. & R.

FND NAIL HOLE
IN CONCRETE

STREET LIGHT

CONCRETE

SIDEWALK

FND NAIL & DISC
NOT LEGIBLE

ASPHALT PAVEMENT

TRUMAN AVENUE
(A.K.A. DIVISION STREET)
(40' R/W)

Existing
Bike
racks

DUVAL STREET

Property Card

Monroe County, FL

PROPERTY RECORD CARD

Disclaimer

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

By continuing into this site you assert that you have read and agree to the above statement.

Summary

Parcel ID 00017750-000000
Account# 1018201
Property ID 1018201
Millage Group 10KW
Location 511 TRUMAN Ave, KEY WEST
Address
Legal KW PT LOT 4 SQR 8 TR 4 OR245-276/77 OR507-56 OR769-173 OR899-346 OR1115-378/79 OR1115-380/81 OR1117-464/65 OR1497-520/21 OR1818-1155/57 OR3011-2494 OR3156-1705
Description (Note: Not to be used on legal documents.)
Neighborhood 32080
Property PARKING LOT (2800)
Class
Subdivision
Sec/Twp/Rng 06/68/25
Affordable No
Housing



Owner

ELSING KEY LLC
 11989 Lorena Ln
 Prairie du Sac WI 53578

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$0	\$0	\$0	\$0
+ Market Misc Value	\$1,114	\$1,114	\$987	\$1,045
+ Market Land Value	\$798,853	\$798,853	\$745,683	\$596,546
= Just Market Value	\$799,967	\$799,967	\$746,670	\$597,591
= Total Assessed Value	\$799,967	\$799,967	\$657,350	\$597,591
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	\$799,967	\$799,967	\$746,670	\$597,591

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$798,853	\$0	\$1,114	\$799,967	\$799,967	\$0	\$799,967	\$0
2023	\$798,853	\$0	\$1,114	\$799,967	\$799,967	\$0	\$799,967	\$0
2022	\$745,683	\$0	\$987	\$746,670	\$657,350	\$0	\$746,670	\$0
2021	\$596,546	\$0	\$1,045	\$597,591	\$597,591	\$0	\$597,591	\$0
2020	\$596,546	\$0	\$1,103	\$597,649	\$457,252	\$0	\$597,649	\$0
2019	\$752,167	\$0	\$1,162	\$753,329	\$415,684	\$0	\$753,329	\$0
2018	\$729,826	\$0	\$1,220	\$731,046	\$377,895	\$0	\$731,046	\$0

The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

Land

Land Use	Number of Units	Unit Type	Frontage	Depth
(2800)	5,136.00	Square Foot	48	107

Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
TIKI	1999	2000	12 x 12	1	144 SF	4

Sales

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
2/17/2022	\$800,000	Warranty Deed	2362655	3156	1705	37 - Unqualified	Improved		
2/28/2020	\$100	Warranty Deed	2258673	3011	2494	30 - Unqualified	Improved		
1/11/2002	\$73,000	Quit Claim Deed		1818	1155	P - Unqualified	Vacant		
12/1/1997	\$87,400	Warranty Deed		1497	0520	H - Unqualified	Improved		
12/1/1989	\$1	Warranty Deed		1115	380	M - Unqualified	Vacant		
12/1/1983	\$1	Warranty Deed		899	346	M - Unqualified	Vacant		
2/1/1972	\$10,000	Conversion Code		769	173	Q - Qualified	Vacant		

Permits

Number	Date Issued	Status	Amount	Permit Type	Notes
02/2434	09/12/2002	Active	\$1		AWNINGS
19-4486	12/16/2000	Completed	\$1,050	Commercial	ELECTRICAL

View Tax Info

[View Taxes for this Parcel](#)

Photos



Map



TRIM Notice

[2024 TRIM Notice \(PDF\)](#)

No data available for the following modules: Buildings, Sketches (click to enlarge).

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the

[User Privacy Policy](#) | [GDPR Privacy Notice](#)
[Last Data Upload: 4/23/2025, 1:30:30 AM](#)

[Contact Us](#)

Developed by
 **SCHNEIDER**
GEOSPATIAL

Survey

Warranty Deed