



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Meeting Agenda Full Detail

Planning Board

Thursday, November 20, 2025

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: 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

Roll Call

Pledge of Allegiance to the Flag

Approval of Agenda

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 October 16, 2025

Attachments: [Minutes](#)

Old Business

2

WITHDRAWN BY APPLICANT - Variance - 1100 Grinnell Street (RE# 00031480-000000) - Applicant requests a variance to the maximum required rear yard accessory coverage to reconstruct an accessory structure in the rear yard at an existing residential property located in the Historic Medium Density Residential Zoning District (HMDR) pursuant to sections 90-395, 122-1181, and 122-596 through 122-610 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Planning Package](#)
[Noticing Package](#)
[Letters of Support](#)

Legislative History

10/16/25 Planning Board Postponed

3

REQUEST FOR POSTPONEMENT BY APPLICANT TO DECEMBER MEETING - 2827 Harris Avenue (RE# 00067390-000000) - A request for an after the fact variance to maximum building coverage requirements to allow for the renovation of a single family home at a property located in the Single Family (SF) Zoning District pursuant to Sections 90-395, 122-238(4)a of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Planning Package](#)
[Noticing Package](#)
[Applicant Presentation](#)
[Applicant Letter](#)
[Letters of Support](#)
[Letter of Objection](#)

Legislative History

10/16/25 Planning Board Postponed

4

REQUEST FOR POSTPONEMENT BY APPLICANT TO DECEMBER MEETING - Variance - 1208 Virginia Street (RE# 00033940-000000) - Applicant requests a variance to the minimum required accessory rear yard setback, accessory side yard setback, and minimum open space requirement in order to build a pool at a property located in the Historic Medium Density Residential (HMDR) zoning district, pursuant to Sections 90-395, 122-600, 108-346, and 122-1185 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Letter of Objection](#)

Legislative History

10/16/25	Planning Board	Postponed
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5

Text Amendment of the Land Development Regulations

- An Ordinance of the City of Key West, Florida, amending Chapter 110 of the Code of Ordinances entitled “Resource Protection”, Article III entitled “Environmental Resources”, establishing Division 5, entitled “Green Building”; establishing requirements for Green Building Certification as a requirement; establishing an Green Building Fee for projects that do not achieve the required Green Building Certification Level, authorizing property owners and developers to pay a Green Building Fee into the City’s Adaptation and Sustainability Fund, which bond or funds are reimbursable to the property owner or developer pursuant to the level of Green Building compliance achieved by the project; designating the Adaptation and Sustainability Fund (Fund 108) for the deposit of the Green Building Fees generated through the Green Building Program, and providing the uses for which the fees can be used; providing for severability; providing for an effective date.

Attachments: [Staff Report](#)
[Draft Resolution](#)

Legislative History

8/21/25	Planning Board	Postponed
9/18/25	Planning Board	Postponed
10/16/25	Planning Board	Postponed

6

WITHDRAWN - Text Amendment of the Land

Development Regulations - A Resolution of the City of Key West Planning Board recommending an Ordinance to the City Commission amending Chapter 122 Of The Land Development Regulations, entitled "Zoning", Article IV, entitled "Districts", Division 11 entitled "Historic Public And Semipublic Services District", establishing Subdivision IV, entitled "Historic Public And Semipublic Services District-3"(HPS-3), to establish a new zoning category for the Historic Public And Semipublic Service District for Mallory Square, and providing amendments to Article IV, Division 1 entitled "Generally", Section 122-92, entitled "Future Land Use Map Designations And Zoning Districts", and Article V, entitled Supplementary District Regulations, Division 2 entitled "Uses", Section 122-1111, entitled "Table Of Land Use By Districts", Section 122-1112, entitled "Table Of Permitted And Conditional Commercial Retail Uses By Districts", And Division 3 entitled "Area Requirements", Section 122-1151, entitled "Size And Dimension"; Providing For Intent, Permitted Uses, Conditional Uses, Prohibited Uses, And Dimensional Requirements; Pursuant To Chapter 90, Article VI Section 90-521 Of The Land Development Regulations; Providing For Severability; Providing For Repeal Of Inconsistent Provisions; Providing For An Effective Date.

Attachments: [Staff Report](#)

[Draft Resolution](#)

Legislative History

9/18/25

Planning Board

Postponed

New Business

7

REQUEST FOR POSTPONEMENT BY APPLICANT TO DECEMBER MEETING - Variance - 906 Packer Street (RE# 00021550-000100) - Applicant requests a variance to the minimum required front yard setback and both side yard setback requirements in order to build a second story addition within the setbacks at a property located in the Historic High Density Residential (HHDR) zoning district, pursuant to Sections 90-395 and 122-630 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Planning Package](#)
[Noticing Package](#)
[Letter of Support](#)

8

Variance - 1600 Bahama Drive (RE# 00070290-000000) - Applicant requests a variance to the minimum required front yard setback, side yard setback, maximum building coverage, maximum impervious surface ratio, and minimum open space requirements in order to demolish and reconstruct an elevated single family home at a property located in the Single Family (SF) zoning district, pursuant to Sections 90-395 and 122-238 of the Code of Ordinances of the City of Key West, Florida.

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

- 9 **Variance - 417 Simonton Street (RE# 00006330-000000) -**
Applicant requests variances to reduce the rear yard setback, north side setback and south side setback in order to demolish and reconstruct an addition at an existing residential property located in the Historic Neighborhood Commercial-1 (HNC-1) Zoning District, pursuant to Sections 90-395, 122-32, and 122-806 through 122-835 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Neighbor Letter](#)

- 10 **REQUEST FOR POSTPONEMENT BY APPLICANT TO
DECEMBER MEETING - Variance - 626 Samaritan Lane
(RE# 00016170-000000) -** Applicant requests a variance to the minimum rear yard setback requirement in order to allow for the construction of an addition over the existing structure at an existing residential property located in the Historic Residential Office (HRO) Zoning District pursuant to Sections 90-395, 122-32, and 122-926 through 122-955 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)

[Noticing Package](#)

11 **REQUEST FOR POSTPONEMENT BY STAFF - Text
Amendment of the Land Development Regulations - A**
resolution of the City of Key West Planning Board
recommending an Ordinance to the City Commission to
amend the Land Development Regulations Chapter 2,
entitled "Administration", Article VIII, entitled "City Property",
Division 3, entitled "Real Property Disposition," Section
2-940, entitled "Summary Procedure," to allow for increased
administrative authority over the approval for easements at
the staff level; pursuant to sections 90-486 through 90-585 of
the Land Development Regulations of the City of Key West,
Florida.

12 **REQUEST FOR POSTPONEMENT BY STAFF - Text
Amendment of the Land Development Regulations - A**
resolution of the Planning Board of the City of Key West
recommending an Ordinance, amending Land Development
Regulation Chapter 122, entitled "Zoning", Article IV, entitled
"Districts", Division 11, entitled "Historic Public and
Semipublic Services District", establishing Subdivision IV,
entitled "Historic Public and Semipublic Services District - 3"
to establish a new zoning category for the Historic Public and
Semipublic Service District for Mallory Square, pursuant to
Section 90-522 of the Land Development Regulations of the
City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)

- 13** **REQUEST FOR POSTPONEMENT BY STAFF - Text**
Amendment of the Comprehensive Plan - A Resolution of the City of Key West Planning Board recommending an Ordinance to the City Commission to amend Comprehensive Plan Chapter 1, Future Land Use, Objective 1-1.1, “Future Land Use Map” and the map in Policy 1-1.1.4; and Table 1-1.1.5 to add an additional zoning subcategory in the Historic Public & Semipublic Future Land Use District, and Policy 1-1.1.10: “Allowed Uses in Historic Public and Semi-Public”; pursuant to Section 90-555 of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Letter of Support](#)

- 14** **REQUEST FOR POSTPONEMENT BY STAFF -**
Amendment to the Official Zoning Map - A resolution of the Planning Board of the City of Key West recommending an Ordinance amending the Official Zoning Map to establish a new zoning category for the Historic Public and Semipublic Service District for Mallory Square, pursuant to Section 90-521 of the Land Development Regulations of the City of Key West Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Letter of Support](#)

Action Items

- 15** Amending Planning Board 2026 Meeting Dates

Attachments: [Proposed 2026 Meeting Dates](#)

Discussion Items

16 Planning Department FY26 Fee Schedule

Attachments: [FY26 Planning Fee Schedule](#)

Reports

Public Comment

Board Member Comment

Adjournment