



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

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**To:** City of Key West Planning Board

**From:** Patrick Wright, Senior Planner II

**Date:** September 15, 2016

**RE:** **3820 & 3824 North Roosevelt Boulevard Request for Waiver to the Zoning in Progress for Parking Variances**

This request is for a waiver to the Zoning in Progress for a moratorium on parking variances. The City Commission added language to Ordinance 15-05 that states:

"An applicant may seek a waiver of the conditions imposed herein. To be eligible for a waiver, the applicant must demonstrate to the Planning Board that the amount of parking required by the code of ordinances is not necessary given the particular conditions of the proposed development. The Planning Board must make specific findings concerning the lack of need for vehicular parking based upon the use and occupancy of the proposed development."

Approval of this waiver request would not grant a parking variance to the applicant, but rather allow them to submit an application for a parking variance and follow standard due process.

**City Commission Ordinance 15-05**

**ORDINANCE NO. 15-05**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, INVOKING THE ZONING IN PROGRESS DOCTRINE; DECLARING THAT THE CITY IS CONSIDERING AMENDMENTS TO ITS LAND DEVELOPMENT REGULATIONS TO REDUCE THE NEED FOR PARKING VARIANCES; DIRECTING PLANNING DEPARTMENT STAFF TO DEFER THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR PARKING VARIANCES AND BICYCLE SUBSTITUTIONS; CONTINUING THIS POLICY UNTIL NEW OR AMENDED LAND DEVELOPMENT REGULATIONS ARE ADOPTED BY THE CITY COMMISSION OR UNTIL THE PASSAGE OF 360 DAYS FROM THE DATE OF THIS ORDINANCE, WHICHEVER OCCURS FIRST; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Key West City Commission is concerned about the increasing number of requests for variances to the City's off-street parking requirements and the cumulative effects of the approval of these requests on the public welfare; and

**WHEREAS**, the City Commission desires to review existing Land Development Regulations (the "LDRs") to determine whether there is a need to adopt amended off-street parking requirements and other relevant LDRs within the City of Key West; and

**WHEREAS**, the City Commission has directed Planning Department staff to develop any necessary proposed LDR amendments for City Commission review and adoption; and

**WHEREAS**, the City Commission wishes to definitively place all parties on notice that it is considering amending the LDRs and City Ordinances.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:**

**Section 1: Zoning in Progress. The City hereby recognizes that City Planning and**

Legal Department staff are researching the issue and preparing any necessary ordinances (the "Pending Ordinances") that would, if adopted, amend the LDRs. All affected property and business owners are placed on notice with respect to the Pending Ordinances and the action being taken by the appropriate departments within the City.

**Section 2:** The acceptance and processing of new applications for parking variances and bicycle substitutions shall be deferred by Planning Department staff upon passage of this Ordinance on first reading and ending as set forth in Section 3 below. Complete applications for parking variances submitted prior to the passage on first reading of this Ordinance shall be processed normally pursuant to the LDRs currently in effect. An applicant may seek a waiver of the conditions imposed herein. To be eligible for a waiver, the applicant must demonstrate to the Planning Board that the amount of parking required by the Code of Ordinances is not necessary given the particular conditions of the proposed development. The Planning Board must make specific findings concerning the lack of need for vehicular parking based upon the use and occupancy of the proposed development.

**Section 3:** That this Zoning-In-Progress policy shall be in effect until new or amended LDRs are adopted by the City Commission or until the passage of 360 days, whichever occurs first. This policy may be extended by Resolution of the City Commission for additional 180 day periods to complete the tasks outlined herein.

**Section 4:** **Public Notice.** The adoption of this Ordinance shall be evidenced by placement of a notice in a newspaper of general circulation within the City, in accordance with Chapter 50, Florida Statutes, within two weeks after adoption of this Ordinance. A copy of this Ordinance shall also be posted at City Hall for the next one hundred and eighty (180) days.

**Section 5:** If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the

remaining provisions of this Ordinance shall be deemed severable therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

**Section 6:** All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

**Section 7:** This Ordinance shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission and approval by the Florida Department of Economic Opportunity pursuant to Chapter 380, Florida Statutes, however the City shall utilize March 3, 2015 as the date of commencement of the Zoning-in-Progress doctrine.

Read and passed on first reading at a regular meeting held this 3<sup>rd</sup> day of March, 2015.

Read and passed on final reading at a regular meeting held this 17<sup>th</sup> day of March, 2015.

Authenticated by the presiding officer and Clerk of the Commission on the 21<sup>st</sup> day of August, 2015.

Filed with the Clerk on August 21, 2015.

Mayor Craig Cates	<u>Yes</u>
Vice Mayor Mark Rossi	<u>Yes</u>
Commissioner Teri Johnston	<u>Yes</u>
Commissioner Clayton Lopez	<u>Yes</u>
Commissioner Billy Wardlow	<u>Yes</u>
Commissioner Jimmy Weekley	<u>Yes</u>
Commissioner Tony Yaniz	<u>Yes</u>

  
CRAIG CATES, MAYOR

ATTEST:

  
CHERYL SMITH, CITY CLERK



PHONE: (305) 809-3770  
FAX: (305) 809-3771

## Office of the City Attorney

POST OFFICE BOX 1409  
KEY WEST, FL 33041-1409

### Memorandum

TO: Mayor & Commissioners  
FROM: Shawn D. Smith, City Attorney  
RE: Additional Language for Second Reading -  
DATE: March 10, 2015

Mayor and Commissioners,

At the last Commission meeting, I was directed to include a hardship provision in the proposed Zoning in Progress ordinance regarding parking variances. I suggest the following language:

"An applicant may seek a waiver of the conditions imposed herein.

To be eligible for a waiver, the applicant must demonstrate to the Planning Board that the amount of parking required by the code of ordinances is not necessary given the particular conditions of the proposed development. The Planning Board must make specific findings concerning the lack of need for vehicular parking based upon the use and occupancy of the proposed development."

Please contact me with any questions or comments you may have.

A handwritten signature in black ink, appearing to be "S. D. Smith", is located at the bottom right of the page.



## EXECUTIVE SUMMARY

**To:** Jim Scholl, City Manager

**Through:** Sarah Hannah Spurlock, Assistant City Manager

**From:** Kevin Bond, AICP, Acting Planning Director / Senior Planner

**Meeting Date:** March 3, 2015

**RE:** Consideration of an ordinance to invoke the Zoning-in-Progress doctrine; declaring that the City is considering amendments to its Land Development Regulations to reduce the need for parking variances; directing Planning Department staff to defer the acceptance and processing of applications for parking variances and bicycle substitutions; continuing this policy until new or amended Land Development Regulations are adopted by the City Commission or until the passage of 360 days from the date of this ordinance, whichever occurs first, providing for severability; providing for repeal of inconsistent provisions; providing for an effective date.

### ACTION STATEMENT

**Request:** Consider invoking Zoning-in-Progress to amend the Land Development Regulations as needed to reduce the need for parking variances.

**Location:** Citywide

### BACKGROUND:

On January 7, 2015, Commissioner Teri Johnston requested that the City Manager prepare an ordinance invoking a second Zoning-in-Progress (ZIP) doctrine to address the proliferation of parking variance requests in Key West. Previously, the City Commission invoked a 360-day ZIP through the passage of Ordinance No. 13-20, which started November 6, 2013 and ended November 1, 2014. During that time, the City was unable to accept or process any variance applications that would have involved a reduction in required parking or substituting vehicular parking spaces for bicycle parking.

While the ZIP was in effect, the City took several steps to alleviate the demand on available parking. Last fall, the City initiated its new residential parking program, which requires proof that vehicles are registered to City residents or business owners, rather than any Monroe County resident. The City is currently investigating the potential construction of two new parking

garages in Old Town near the central business area. And the City is beginning a comprehensive update to its land development regulations (LDRs), including looking at innovative techniques to reduce the number of parking variances required by the City Code.

**ANALYSIS:**

Over the last few years, requests for variances to the City's off-street parking requirements have become more frequent as the local economy has recovered from the national recession. As properties have proposed new development or redevelopment, particularly within the Old Town historic district, property owners have frequently needed to apply for parking variances. This is because new or expanded uses, and changes of use to uses with higher parking requirements (i.e., restaurants, bars and lounges) trigger full compliance the minimum off-street parking requirements of the LDRs. Often times, there is already inadequate space to provide additional on-site parking, especially on built-out properties in Old Town. As a result, property owners have opted to apply for a parking variance. With a ZIP in place, property and businesses owners would have little choice but to defer their development plans or would be limited to the existing amount of development on their properties.

The purpose of a ZIP declaration is to give the City Commission and City staff up to 360 days to explore potential solutions and possible LDR amendments. Parking is a complex issue in Key West and there are many potential ways to alleviate the problem. Staff has identified the following issues that should be considered if the City Commission wishes to invoke a ZIP for parking variances:

1. How to overcome the already limited space available for on-street and off-street parking, particularly on built-out property in Old Town;
2. The availability and proximity of private and public parking lots to attractions and services;
3. Modifying the historic commercial pedestrian-oriented area, either by expanding the boundaries and/or amending the applicability and exceptions;
4. Modifying existing or creating new parking programs for residents, employees, etc.;
5. Consider transportation demand management techniques to encourage alternative modes;
6. Consider allowing shared use parking calculations and parking demand studies to substitute for the standard parking requirements and encourage mixed uses and reduced parking need;
7. Adequacy and convenience of public transit service for different types of riders (e.g., residents, tourists, commuters, etc.);
8. Review Zoning Maps and district standards to ensure that mixed-use, pedestrian-oriented and transit-oriented development are effectively encouraged through the allowed uses and maximum density and intensities.

The ZIP would begin as of the first reading of the ordinance on March 3, 2015 and would remain in effect for 360 days, or until new or amended LDRs are adopted, whichever occurs first.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board reviewed the proposed ordinance on February 4, 2015 and by a unanimous 7-0 vote passed Resolution No. 2015-07 recommending that the City Commission not pass or adopt a second Zoning-in-Progress for parking variances and bicycle substitutions. The Board's preference would be to allow property owners to apply for parking variances as currently provided by the LDRs, rather than re-impose another Zoning-in-Progress.



**PLANNING BOARD  
RESOLUTION NO. 2015-07**

**A RESOLUTION OF THE KEY WEST PLANNING BOARD  
RECOMMENDING THAT THE CITY COMMISSION NOT  
PASS OR ADOPT AN ORDINANCE INVOKING THE  
ZONING-IN-PROGRESS DOCTRINE THAT WOULD DEFER  
THE ACCEPTANCE AND PROCESSING OF APPLICATIONS  
FOR PARKING VARIANCES AND BICYCLE  
SUBSTITUTIONS; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, on January 7, 2015, Commissioner Johnston requested that the City Manager prepare an ordinance invoking a second Zoning-in-Progress (ZIP) doctrine to address the proliferation of parking variance requests in Key West; and

**WHEREAS**, previously, the City Commission invoked a 360-day ZIP through the passage of Ordinance No. 13-20, which started on November 6, 2013 and ended November 1, 2014; and

**WHEREAS**, during the invocation of such a ZIP, the City is unable to accept or process any variance applications involving a reduction in required parking or substituting vehicular spaces for bicycle parking; and

**WHEREAS**, the new ZIP would begin as of the first reading of the ordinance by City Commission on February 18, 2015 and would remain in effect for 360 days, or until new or amended LDRs are adopted, whichever occurs first.

**WHEREAS**, the Planning Board conducted a public hearing on February 4, 2015 regarding the proposed ordinance and by a unanimous 7-0 vote recommended that the City Commission not pass or adopt a second ZIP for parking variances and bicycle substitutions.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING BOARD OF THE**

  
Chairman

  
Planning Director

**CITY OF KEY WEST, FLORIDA:**

**Section 1.** That the above recitals are incorporated by reference as if fully set forth herein.

**Section 2.** The Planning Board, by a unanimous 7-0 vote, recommended that the City Commission not pass or adopt an ordinance invoking a second ZIP doctrine for parking variances and bicycle substitutions.

**Section 3.** This resolution shall go into effect immediately upon its passage and adoption and authentication by the signatures of the presiding officer and the Clerk of the Board.

Read and passed on first reading at a regularly scheduled meeting held this 4th day of February, 2015.

Authenticated by the Chairman of the Planning Board and the Acting Planning Director.

  
Richard Klitenick, Planning Board Chairman

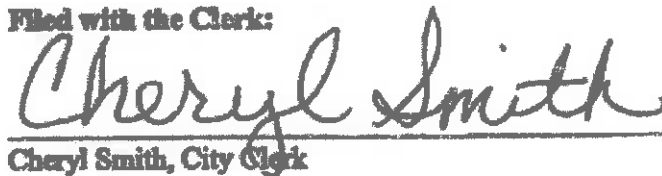
2/18/2015  
Date

Attest:

  
Kevin Bond, AICP, Acting Planning Director

2/16/2015  
Date

Filed with the Clerk:

  
Cheryl Smith, City Clerk

2-19-15  
Date

  
Richard Klitenick, Chairman  
  
Kevin Bond, Planning Director

**STATE OF FLORIDA  
DEPARTMENT OF ECONOMIC OPPORTUNITY**

**RECEIVED  
CITY CLERK'S OFFICE  
2015 OCT 16 PM 3:34  
CITY OF KEY WEST  
KEY WEST, FLORIDA**

In re: **AN ORDINANCE OF THE CITY  
COMMISSION OF THE CITY OF  
KEY WEST, FLORIDA, ORDINANCE NO. 15-05**

**FINAL ORDER  
APPROVING CITY OF KEY WEST ORDINANCE NO. 15-05**

The Department of Economic Opportunity ("Department") hereby issues its Final Order, pursuant to § 380.05(6), Florida Statutes, approving land development regulations adopted by City of Key West, Florida, Ordinance No. 15-05 (the "Ordinance").

**FINDINGS OF FACT**

1. The City of Key West is designated by Chapter 28-36, Florida Administrative Code, and pursuant to §380.05, Florida Statutes, as an area of critical state concern.
2. The Ordinance was adopted by Key West, on August 21, 2015, and rendered to the Department on August 31, 2015.
3. The Ordinance, invoking the Zoning in Progress Doctrine, provides time for the City of Key West to review existing land development regulations to determine whether there is a need to adopt amended off-street parking requirements and other relevant land development regulations within the City.

**CONCLUSIONS OF LAW**

4. The Department is required to approve or reject land development regulations that are adopted by any local government in an area of critical state concern. § 380.05(6), Florida Statutes.

5. "Land development regulations" include local zoning, subdivision, building, and other regulations controlling the development of land. § 380.031(8), Fla. Stat. The regulations adopted by the Ordinance are land development regulations.

6. All land development regulations enacted, amended, or rescinded within an area of critical state concern must be consistent with the principles for guiding development for that area. § 380.05(6), Florida Statutes. The Principles for Guiding Development for the City of Key West is set forth in Rule 28-36.003, Florida Administrative Code.

7. The Ordinance is consistent with Policy 1-1.14.4 (Administer Land Use Controls), Policy 1-1.15.1 (Review the Impact of Change Indicators on Land Use Policy), and Policy 2-1.1.3 (Dense Urban Land Area) in the City of Key West Comprehensive Plan.

8. The Ordinance is consistent with the Principles for Guiding Development in Rule 28-36.003, as a whole, and is specifically consistent with the following Principles:

(1)(a) Strengthen local government capabilities for managing land use and development.

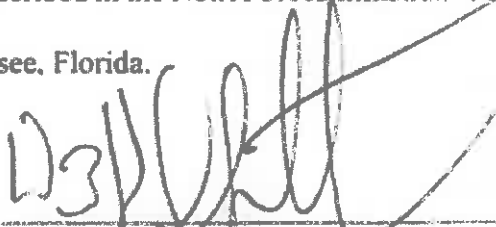
(1)(e) Protection of the historical heritage of Key West and the Key West Historical Preservation District;

(1)(h) Protection of the public health, safety, welfare and economy of the City of Key West and the maintenance of Key West as a unique Florida resource.

WHEREFORE, IT IS ORDERED that the Department finds that the City of Key West Ordinance No. 15-05 is consistent with the Principles for Guiding Development for the Florida Keys Area of Critical State Concern and is hereby APPROVED.

This Order becomes effective 21 days after publication in the Florida Administrative Register unless a petition is timely filed as described in the Notice of Administrative Rights below.

DONE AND ORDERED in Tallahassee, Florida.



William B. Killingsworth, Director  
Division of Community Development  
Department of Economic Opportunity

**NOTICE OF ADMINISTRATIVE RIGHTS**

ANY PERSON WHOSE SUBSTANTIAL INTERESTS ARE AFFECTED BY THIS ORDER HAS THE OPPORTUNITY FOR AN ADMINISTRATIVE PROCEEDING PURSUANT TO SECTION 120.569, FLORIDA STATUTES.

FOR THE REQUIRED CONTENTS OF A PETITION CHALLENGING AGENCY ACTION, REFER TO RULES 28-106.104(2), 28-106.201(2), AND 28-106.301, FLORIDA ADMINISTRATIVE CODE.

DEPENDING ON WHETHER OR NOT MATERIAL FACTS ARE DISPUTED IN THE PETITION, A HEARING WILL BE CONDUCTED PURSUANT TO EITHER SECTIONS 120.569 AND 120.57(1), FLORIDA STATUTES, OR SECTIONS 120.569 AND 120.57(2), FLORIDA STATUTES.

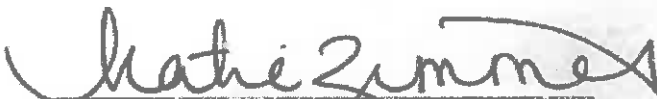
ANY PETITION MUST BE FILED WITH THE AGENCY CLERK OF THE DEPARTMENT OF ECONOMIC OPPORTUNITY WITHIN 21 CALENDAR DAYS OF THE FINAL ORDER BEING PUBLISHED IN THE FLORIDA ADMINISTRATIVE REGISTER. A PETITION IS FILED WHEN IT IS RECEIVED BY:

AGENCY CLERK  
DEPARTMENT OF ECONOMIC OPPORTUNITY  
OFFICE OF THE GENERAL COUNSEL  
107 EAST MADISON ST., MSC 110  
TALLAHASSEE, FLORIDA 32399-4128  
FAX 850-921-3230

YOU WAIVE THE RIGHT TO ANY ADMINISTRATIVE PROCEEDING IF YOU DO NOT FILE A PETITION WITH THE AGENCY CLERK WITHIN 21 CALENDAR DAYS OF THE FINAL ORDER BEING PUBLISHED IN THE FLORIDA ADMINISTRATIVE REGISTER.

**CERTIFICATE OF FILING AND SERVICE**

I HEREBY CERTIFY that the original of the foregoing Final Order has been filed with the undersigned designated Agency Clerk, and that true and correct copies have been furnished to the following persons by the methods indicated this 12<sup>th</sup> day of October, 2015.



Katie Zimmer, Agency Clerk  
Department of Economic Opportunity  
107 East Madison Street, MSC 110  
Tallahassee, FL 32399-4128

**By Certified U.S. Mail:**

Honorable Craig Cates  
Mayor, City of Key West  
3126 Flagler Ave.  
Key West, FL 33040

Thaddeus Cohen, Director  
Planning and Zoning Department  
City of Key West  
3140 Flagler Ave.  
Key West, FL 33040

Cheri Smith, Clerk  
City of Key West  
3126 Flagler Ave.  
Key West, FL 33040

# Application



SMITH | OROPEZA | HAWKS  
ATTORNEYS AT LAW

VIA HAND DELIVERY

July 14, 2016

Thaddeus Cohen, Director  
City of Key West Planning Department  
3140 Flagler Avenue  
Key West, Florida 33040

RE: Parking Variance/Waiver Request for Compact Car Parking and Bike/Scooter  
3824 N. Roosevelt Boulevard and 3820 N. Roosevelt Boulevard, Key West, Florida

Dear Mr. Cohen:

My firm acts as counsel for SC Key West Owner VII LP, a Delaware limited partnership ("SC Key West"), the owner of the real property located at 3820 North Roosevelt Boulevard, Key West, Florida and 3824 North Roosevelt Boulevard, Key West, Florida. The property located at 3820 North Roosevelt is commonly referred to as "Site C," which is the Gates Hotel, and the property located at 3824 North Roosevelt is commonly referred to as "Site D," which is the 24 North Hotel (collectively referred to herein as the "Properties"). Pursuant to Ordinance No. 15-05, SC Key West respectfully requests relief to the parking requirements set forth in the City of Key West Municipal Code ("Code") by permitting SC Key West to move forward with requesting a variance of the required number of standard parking spaces and allowing a greater number of compact car parking spaces as required in Section 108-646 of the Code.

The request for a waiver to the requirements of the Code related to parking, unlike most variance requests, is not driven by a desire to build or overdevelop a site, but rather to create open and green space as an amenity to the guests of the Properties as well as the surrounding community who will be able to utilize this new green space. While the site plans attached hereto evidence the need for a variance to compact parking spaces, the total number of spaces provided at the Properties meets or exceeds the number of parking spaces needed to meet the level of service demands created by the on-site improvements.

Enclosed herein is a parking study and analysis provided by KPB Consulting, Inc., which confirms that the request and relief requested will result in the Properties maintaining or exceeding the level of service required to meet peak parking demands. As such, SC Key West is requesting the following relief:

- "Site C" The Gates Hotel - Peak demand parking spaces = 98 parking spaces
  - Existing 102 Parking Spaces:
    - 64 Regular Parking Spaces
    - 38 Compact Parking Spaces
  - Proposed 101.5 Parking Spaces:
    - 42 Regular Parking Spaces
    - 46 Compact Parking Spaces
    - 54 Bike/Scooter Spaces

Thaddeus Cohen, Director  
July 14, 2016  
Page Two

- “Site D” 24 North Hotel - Peak demand parking spaces = 113 parking spaces
  - Existing 155 Parking Spaces:
    - 64 Regular Parking Spaces
    - 38 Compact Parking Spaces
  - Proposed 141 Parking Spaces:
    - 62 Regular Parking Spaces
    - 70 Compact Parking Spaces

Despite the reduction in parking needed to create open and green space, the Properties will deliver and exhibit a greater number of required parking spaces than the demand. Based on the attachments hereto and the foregoing, we would respectfully request the Planning Board grant SC Key West the ability to move forward with the underlying parking request/waiver.

Respectfully yours,



Gregory S. Oropeza, Esq.

Enclosures

# Keys Collection Hotels

## Sites C & D

3820 & 3824 N. Roosevelt Boulevard  
Key West, Florida

### PARKING STUDY

prepared for:  
**Highgate Hotels**

**KBP CONSULTING, INC.**

**July 2016**

# **Keys Collection Hotels**

## **Sites C & D**

**3820 & 3824 N. Roosevelt Boulevard**

**Key West, Florida**

**Parking Study**

**July 2016**

*Prepared for:*  
**Highgate Hotels**

*Prepared by:*  
**KBP Consulting, Inc.**  
8400 N. University Drive, Suite 309  
Tamarac, Florida 33321  
Phone: (954) 560-7103

## **TABLE OF CONTENTS**

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<b>INTRODUCTION</b> .....	1
<b>INVENTORY</b> .....	3
Existing Land Uses and Parking .....	3
Proposed Land Uses and Parking.....	3
<b>PARKING COUNTS</b> .....	4
<b>PARKING ANALYSIS</b> .....	6
<b>CONCLUSIONS AND RECOMMENDATIONS</b> .....	7

### **LIST OF FIGURES**

FIGURE 1 – Project Location Map .....	2
FIGURE 2 – Parking Zones .....	5

Appendices

## INTRODUCTION

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The Keys Collection Hotels are located on the west side of the intersection at Overseas Highway / US 1 and North / South Roosevelt Boulevard in the City of Key West, Monroe County, Florida. More specifically, the site is located at 3820 through 3852 N. Roosevelt Boulevard. Figure 1 on the following page shows the location of the project site in relation to the surrounding roadway network.

The owner of these properties, Highgate Hotels, has proposed to construct a landscaped open space between Sites C and D of the Keys Collection Hotels site. The creation of this area will necessitate the loss of some existing vehicle circulation and parking areas. KBP Consulting, Inc. has been retained to prepare a parking study to document the existing and proposed supply of parking within Sites C and D, the current parking demand (as measured in the field), and the adequacy of the resulting parking supply to accommodate the proposed action.

This parking study is divided into four (4) sections, as listed below:

1. Inventory
2. Parking Counts
3. Parking Analysis
4. Conclusions and Recommendations



**KBP**  
CONSULTING, INC.

**Project Location Map**  
**Sites C and D**

**FIGURE 1**  
Keys Collection Hotels  
Key West, Florida

## INVENTORY

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### **Existing Land Uses and Parking**

The Keys Collection Hotels site is a compilation of four (4) hotel properties along N/S Roosevelt Boulevard and Overseas Highway / US 1 in Key West, Florida. Sites C and D are the subject of this application and have the following characteristics:

- **Site C – The Gates Hotel (3824 N. Roosevelt Boulevard)**
  - 100 Guest Rooms
  - 102 Parking Spaces
    - 64 Regular Parking Spaces
    - 38 Compact Parking Spaces
  
- **Site D – 24 North Hotel (3820 N. Roosevelt Boulevard)**
  - 145 Guest Rooms
  - 155 Parking Spaces
    - 133 Regular Parking Spaces
    - 22 Compact Parking Spaces

### **Proposed Land Uses and Parking**

There are no proposed changes to the number of guest rooms provided by the subject properties (i.e. The Gates Hotel and 24 North Hotel). As mentioned previously, the property owner, Highgate Hotels, plans to construct a landscaped open space between these two hotels. In order to do so, a vehicular circulation area will be eliminated and the number and type of parking spaces will be modified as follows:

- **Site C – The Gates Hotel**
  - 101.5 Parking Spaces
    - 42 Regular Parking Spaces
    - 46 Compact Parking Spaces
    - 54 Bike / Scooter Spaces ÷ 4 = 13.5 Automobile Parking Spaces
  
- **Site D – 24 North Hotel**
  - 141 Parking Spaces
    - 62 Regular Parking Spaces
    - 70 Compact Parking Spaces
    - 36 Bike / Scooter Spaces ÷ 4 = 9 Automobile Parking Spaces

Site plans for Sites C and D are presented in Appendix A.



## PARKING COUNTS

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In order to establish a baseline for the parking demand for Sites C and D within the Keys Collection Hotel site, parking counts were performed on a typical weekend. Site C was divided into four (4) parking zones and Site D was divided into three (3) parking zones as depicted graphically in Figure 2 on the following page.

The parking counts were performed at Sites C and D during the following days and time periods:

- Friday, April 29, 2016
  - 7:00 PM to 12:00 AM (Midnight)
- Saturday, April 30, 2016
  - 5:00 AM to 9:00 AM
  - 7:00 PM to 12:00 AM (Midnight)
- Sunday, May 1, 2016
  - 5:00 AM to 9:00 AM

For Site C, the peak parking demand occurred on Sunday morning between 7:00 AM and 7:30 AM with 98 occupied parking spaces. The hotel's occupancy during that peak time period was 95%, or 95 occupied guest rooms. For Site D, the peak parking demand occurred on Sunday morning between 5:30 AM and 6:30 AM with 113 occupied parking spaces. The hotel's occupancy during that peak time period was 99%, or 144 occupied guest rooms. The detailed parking data by parking zone and time of day is presented in Appendix B.



LEGEND	
	Parking Area & Zone

**KBP**  
CONSULTING, INC.

## Parking Zones

**FIGURE 2**  
Keys Collection Hotels  
Key West, Florida

## **PARKING ANALYSIS**

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This section of the report identifies the number of parking spaces required for each site based upon the parking data collected in the field and the occupancy of each hotel property during the peak parking demand periods.

### **Site C – The Gates Hotel**

As mentioned in the previous section, the peak parking demand for Site C occurred on Sunday morning with 98 occupied parking spaces and 95 occupied guest rooms. On Saturday morning, the peak parking demand was 84 occupied parking spaces and 87 occupied guest rooms. As a result, the peak parking rate for Site C (The Gates Hotel) is approximately 1.0 parking space per occupied room. With a maximum occupancy of 100 guest rooms, the number of parking spaces required is 100. The number of parking spaces required for this site is 101 and 101 parking spaces are proposed (42 regular parking spaces, 46 compact parking spaces, and 54 bike / scooter parking spaces which have an equivalent of 13.5 parking spaces).

### **Site D – 24 North Hotel**

As mentioned in the previous section, the peak parking demand for Site D occurred on Sunday morning with 113 occupied parking spaces and 144 occupied guest rooms. On Saturday morning, the peak parking demand was 109 occupied parking spaces and 123 occupied guest rooms. As a result, the peak parking rate for Site D (24 North Hotel) is approximately 0.85 parking spaces per occupied room. With a maximum occupancy of 145 guest rooms, the number of parking spaces required is 123. The number of parking spaces required for this site is 146 and 141 parking spaces are proposed (62 regular parking spaces, 70 compact parking spaces, and 36 bike / scooter parking spaces which have an equivalent of 9 parking spaces). As a result, a variance will be needed for the proposed parking supply; however, the parking supply is expected to be in excess of that which is typically required for this site.

## CONCLUSIONS AND RECOMMENDATIONS

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The Keys Collection Hotels are located on the west side of the intersection at Overseas Highway / US 1 and North / South Roosevelt Boulevard in the City of Key West, Monroe County, Florida. The owner of these hotels, Highgate Hotels, has proposed to construct a landscaped open space between Sites C and D of the Keys Collection Hotels site. The establishment of this area will necessitate the loss of some existing vehicle circulation and parking areas. The resulting number of parking spaces will be 101 for Site C (The Gates Hotel) and 141 for Site D (24 North Hotel).

Based upon parking data and hotel occupancy information collected in late April and early May of 2016, it is evident that the proposed parking supply at the subject hotel properties should be adequate to meet the typical parking demands exhibited at these properties.

# **APPENDIX A**

## **Site Plans**

WILLIAM P. HORN  
ARCHITECT, P.A.

816 E. TUST  
KEY WEST,  
FLORIDA  
34901

TEL: (305) 296-2941  
FAX: (305) 296-1651

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24 NORTH HOTEL  
SITE 'C'

NORTH ROOSEVELT BLVD. KEY WEST, FLORIDA

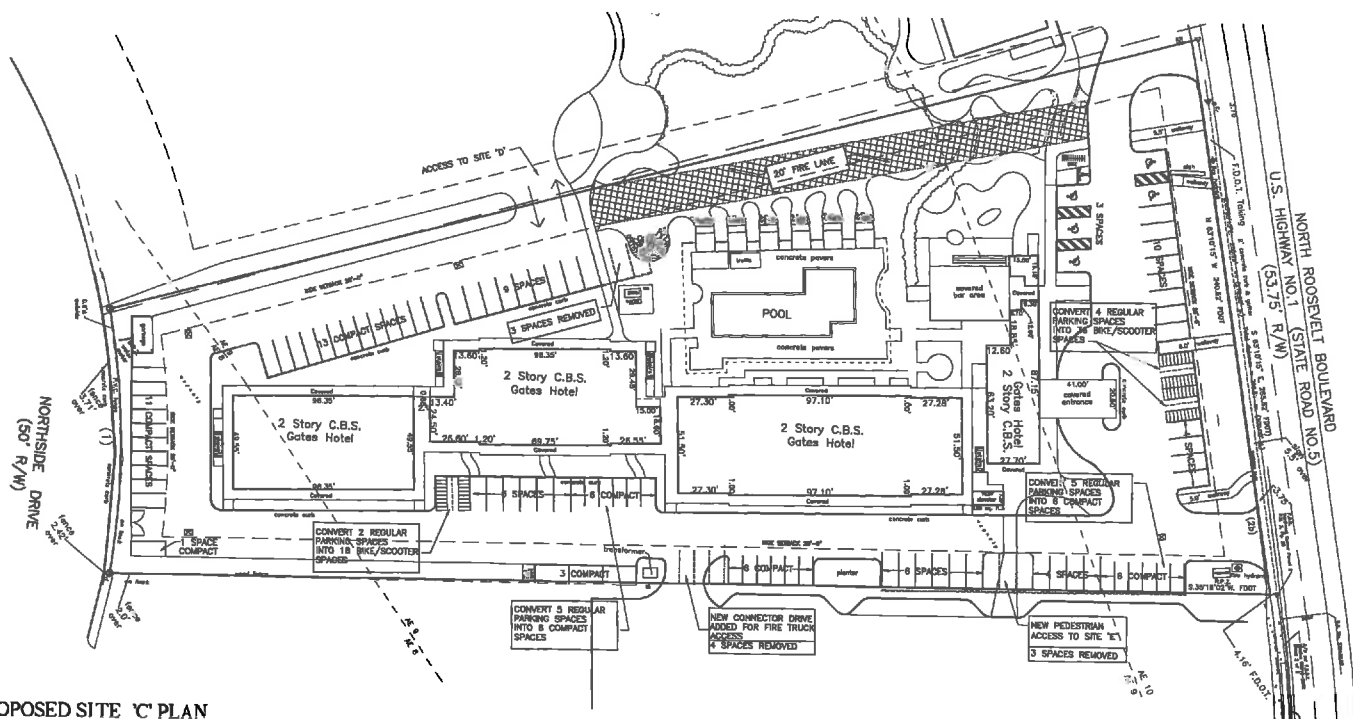
SEAL

DATE  
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PARKING VARIANCE

REVISIONS

DESIGN BY  
EVK

PROJECT  
NUMBER  
1702



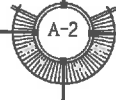
PROPOSED SITE 'C' PLAN

SCALE: 1" = 30'-0"

PARKING CALCULATIONS SITE 'C'

EXISTING PARKING SPACES :	102 SPACES TOTAL (COMPACT=38 SPACES, 37%)
PROPOSED PARKING SPACES :	42 REGULAR SPACES (41.5%) 46 COMPACT SPACES (45.5%) +13.5 (54 BIKE, SCOOTER / 4 = 13.5)
	101.5 SPACES TOTAL
PARKING SPACES REQUIRED :	101 SPACES
VARIANCE NEEDED FOR :	4-5.5% COMPACT SPACES (15% ALLOWED)

24 NORTH HOTEL - SITE 'C'  
NORTH ROOSEVELT BLVD. KEY WEST, FLORIDA



A-2

WILLIAM P. HORN  
ARCHITECT, P.A.

SITE PLAN  
PLAN  
2004  
TEL: 305-797-1817  
FAX: 305-797-1818  
LIC. NO. 10000  
A.A. 01/28/04

24 NORTH HOTEL  
SITE 'D'

PORT OF KEY WEST  
FLORIDA

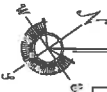
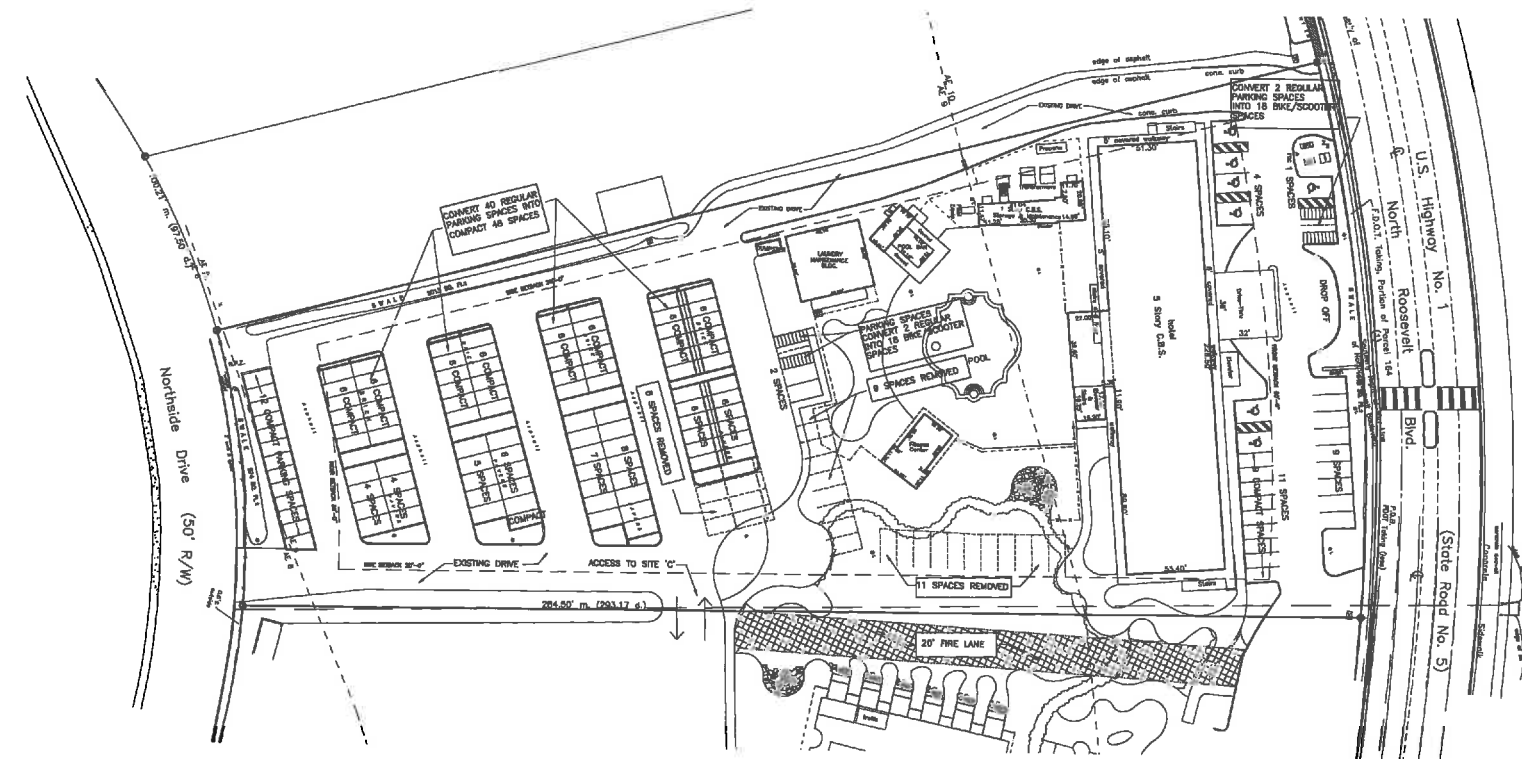
SEAL

DATE  
09-04-15  
PARKING VARIANCE

REVISIONS

DRAWN BY  
EVK

PROJECT  
NUMBER  
1622

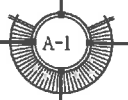


PROPOSED SITE 'D' PLAN

SCALE: 1" = 30'-0"

PARKING CALCULATIONS SITE 'D'	
EXISTING PARKING SPACES :	155 SPACES TOTAL (COMPACT=22 SPACES, 14%)
PROPOSED PARKING SPACES :	82 REGULAR SPACES (44%) 70 COMPACT SPACES (50%) +9 (36 BIKE, SCOOTER / 4 = 9)
	141 SPACES TOTAL
PARKING SPACES REQUIRED :	146 SPACES
VARIANCE NEEDED FOR :	5 SPACES 50 % COMPACT SPACES (15% ALLOWED)

24 NORTH HOTEL -SITE 'D'  
NORTH ROOSEVELT BLVD. KEY WEST, FLORIDA



# **APPENDIX B**

## **Parking Data**



**KBP Consulting, Inc.**  
 8400 N. University Drive  
 Suite 309  
 Tamarac, Florida 33321  
 (954) 560-7103

**Project:** Key West Hotel Collection (Site C)  
**Analyst:** KBP  
**Project No.:** P16.314  
**Date:** Fri (4/29/16), Sat (4/30/16), & Sun (5/1/16)  
**Time Period:** 7 PM - 12 AM, 5 AM - 9 AM

Site C Time Intervals (Number of Parked Vehicles)																		
Parking Zone	Friday, April 29, 2016										Saturday, April 30, 2016							
	7:00 PM to 7:30 PM	7:30 PM to 8:00 PM	8:00 PM to 8:30 PM	8:30 PM to 9:00 PM	9:00 PM to 9:30 PM	9:30 PM to 10:00 PM	10:00 PM to 10:30 PM	10:30 PM to 11:00 PM	11:00 PM to 11:30 PM	11:30 PM to 12:00 AM	5:00 AM to 5:30 AM	5:30 AM to 6:00 AM	6:00 AM to 6:30 AM	6:30 AM to 7:00 AM	7:00 AM to 7:30 AM	7:30 AM to 8:00 AM	8:00 AM to 8:30 AM	8:30 AM to 9:00 AM
C-1	16	13	14	10	7	10	10	11	13	14	14	13	14	14	15	14	14	14
C-2	37	33	29	27	25	27	28	33	37	36	42	42	42	41	39	37	35	27
C-3	5	4	3	4	4	4	6	7	8	9	9	9	9	9	9	9	8	8
C-4	9	9	8	9	8	8	10	13	16	16	12	12	19	19	18	18	16	16
<b>Total</b>	<b>67</b>	<b>59</b>	<b>54</b>	<b>50</b>	<b>44</b>	<b>49</b>	<b>54</b>	<b>64</b>	<b>74</b>	<b>75</b>	<b>77</b>	<b>76</b>	<b>84</b>	<b>83</b>	<b>81</b>	<b>78</b>	<b>73</b>	<b>65</b>

Site C Time Intervals (Number of Parked Vehicles)																		
Parking Zone	Saturday, April 30, 2016										Sunday, May 1, 2016							
	7:00 PM to 7:30 PM	7:30 PM to 8:00 PM	8:00 PM to 8:30 PM	8:30 PM to 9:00 PM	9:00 PM to 9:30 PM	9:30 PM to 10:00 PM	10:00 PM to 10:30 PM	10:30 PM to 11:00 PM	11:00 PM to 11:30 PM	11:30 PM to 12:00 AM	5:00 AM to 5:30 AM	5:30 AM to 6:00 AM	6:00 AM to 6:30 AM	6:30 AM to 7:00 AM	7:00 AM to 7:30 AM	7:30 AM to 8:00 AM	8:00 AM to 8:30 AM	8:30 AM to 9:00 AM
C-1	13	14	13	15	15	13	13	14	17	17	17	17	18	17	18	17	17	16
C-2	34	31	34	28	29	32	33	39	39	41	44	44	43	43	44	41	42	42
C-3	4	4	3	3	3	3	4	5	6	8	12	12	12	12	12	11	11	9
C-4	8	7	7	7	8	10	10	17	16	18	23	23	23	23	24	24	22	21
<b>Total</b>	<b>59</b>	<b>56</b>	<b>57</b>	<b>53</b>	<b>55</b>	<b>58</b>	<b>60</b>	<b>75</b>	<b>78</b>	<b>84</b>	<b>96</b>	<b>96</b>	<b>96</b>	<b>95</b>	<b>98</b>	<b>93</b>	<b>92</b>	<b>88</b>

Source: KBP Consulting, Inc. (April & May 2016)

**KBP Consulting, Inc.**  
 8400 N. University Drive  
 Suite 309  
 Tamarac, Florida 33321  
 (954) 560-7103

**Project:** Key West Hotel Collection (Site D)  
**Analyst:** KBP  
**Project No.:** P16.314  
**Dates:** Fri (4/29/16), Sat (4/30/16), & Sun (5/1/16)  
**Time Period:** 7 PM - 12 AM, 5 AM - 9 AM

Site D Time Intervals (Number of Parked Vehicles)																		
Parking Zone	Friday, April 29, 2016										Saturday, April 30, 2016							
	7:00 PM to 7:30 PM	7:30 PM to 8:00 PM	8:00 PM to 8:30 PM	8:30 PM to 9:00 PM	9:00 PM to 9:30 PM	9:30 PM to 10:00 PM	10:00 PM to 10:30 PM	10:30 PM to 11:00 PM	11:00 PM to 11:30 PM	11:30 PM to 12:00 AM	5:00 AM to 5:30 AM	5:30 AM to 6:00 AM	6:00 AM to 6:30 AM	6:30 AM to 7:00 AM	7:00 AM to 7:30 AM	7:30 AM to 8:00 AM	8:00 AM to 8:30 AM	8:30 AM to 9:00 AM
D-1	17	15	18	17	15	18	17	19	20	21	20	19	20	19	18	16	16	16
D-2	11	11	12	11	11	12	11	11	11	11	11	11	11	11	10	11	10	10
D-3	34	27	24	29	25	34	42	44	42	58	78	77	74	64	75	71	70	69
<b>Total</b>	<b>62</b>	<b>53</b>	<b>54</b>	<b>57</b>	<b>51</b>	<b>64</b>	<b>70</b>	<b>74</b>	<b>73</b>	<b>90</b>	<b>109</b>	<b>107</b>	<b>105</b>	<b>94</b>	<b>104</b>	<b>97</b>	<b>97</b>	<b>95</b>

Site D Time Intervals (Number of Parked Vehicles)																		
Parking Zone	Saturday, April 30, 2016										Sunday, May 1, 2016							
	7:00 PM to 7:30 PM	7:30 PM to 8:00 PM	8:00 PM to 8:30 PM	8:30 PM to 9:00 PM	9:00 PM to 9:30 PM	9:30 PM to 10:00 PM	10:00 PM to 10:30 PM	10:30 PM to 11:00 PM	11:00 PM to 11:30 PM	11:30 PM to 12:00 AM	5:00 AM to 5:30 AM	5:30 AM to 6:00 AM	6:00 AM to 6:30 AM	6:30 AM to 7:00 AM	7:00 AM to 7:30 AM	7:30 AM to 8:00 AM	8:00 AM to 8:30 AM	8:30 AM to 9:00 AM
D-1	21	23	18	22	22	21	23	25	26	26	27	27	27	26	25	25	25	25
D-2	10	11	10	12	12	10	11	11	11	11	11	12	12	11	11	11	11	9
D-3	41	37	31	31	30	30	33	35	46	54	74	74	74	74	73	74	74	75
<b>Total</b>	<b>72</b>	<b>71</b>	<b>59</b>	<b>65</b>	<b>64</b>	<b>61</b>	<b>67</b>	<b>71</b>	<b>83</b>	<b>91</b>	<b>112</b>	<b>113</b>	<b>113</b>	<b>111</b>	<b>108</b>	<b>110</b>	<b>110</b>	<b>109</b>

Source: KBP Consulting, Inc. (April & May 2016)

WILLIAM P. HOEN  
ARCHITECT, P.A.

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FLORIDA  
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FAX: (305) 296-1413  
LIFE: (305) 296-0969

24 NORTH HOTEL  
SITE 'C'

100 NORTH ROOSEVELT BLVD  
KEY WEST, FLORIDA

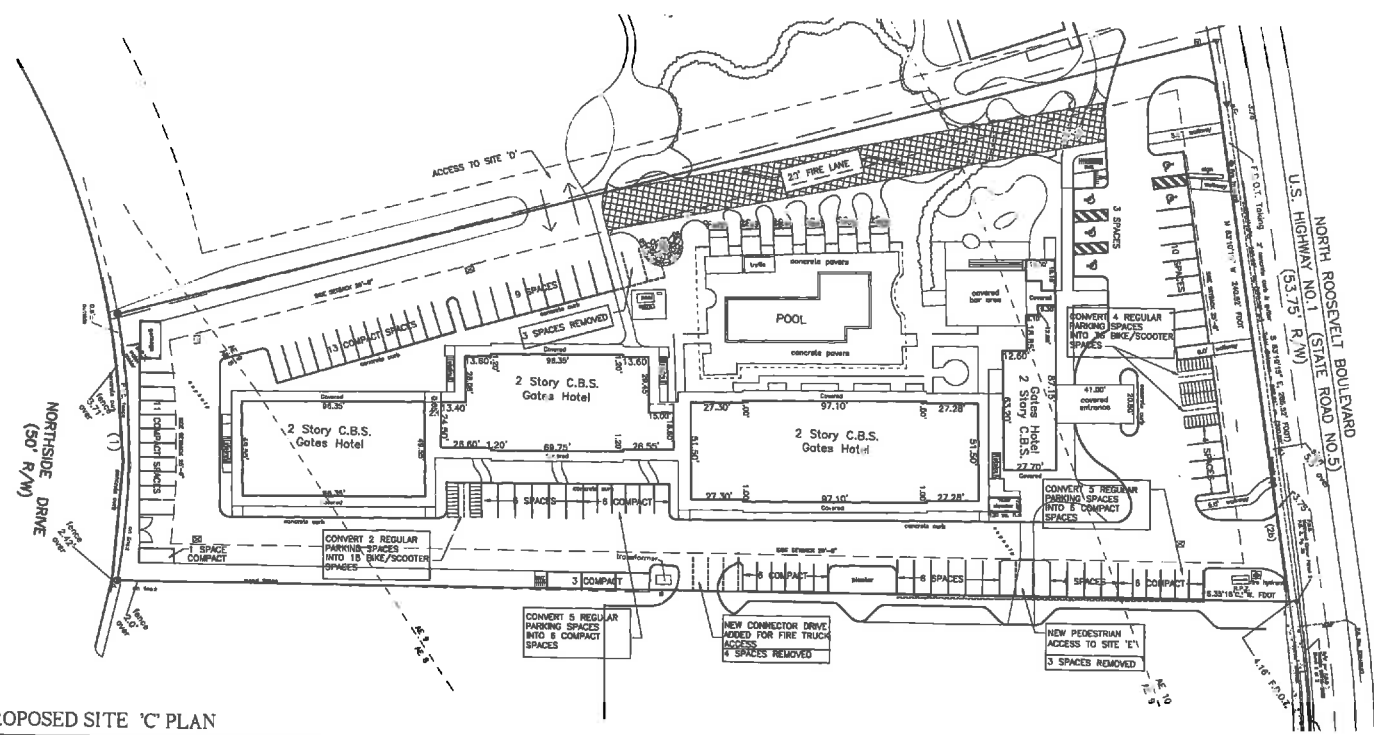
SCALE

DATE  
06-04-16  
PARKING VARIANCE

REVISIONS

DRAWN BY  
EVK

PROJECT  
NUMBER  
1602



PROPOSED SITE 'C' PLAN

SCALE: 1" = 30'-0"

PARKING CALCULATIONS SITE 'C'	
EXISTING PARKING SPACES :	102 SPACES TOTAL (COMPACT=38 SPACES, 37%)
PROPOSED PARKING SPACES :	42 REGULAR SPACES (41.5%) 48 COMPACT SPACES (45.5%) +13.5 (54 BIKE, SCOOTER / 4 = 13.5)
	101.5 SPACES TOTAL
PARKING SPACES REQUIRED :	101 SPACES
VARIANCE NEEDED FOR :	4-5.5% COMPACT SPACES (15% ALLOWED)

24 NORTH HOTEL - SITE 'C'  
NORTH ROOSEVELT BLVD. KEY WEST, FLORIDA

