



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, November 19, 2020

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.

ALL VISUAL PRESENTATIONS (POWER POINT ONLY) FOR AGENDA ITEMS MUST BE RECEIVED IN THE CITY CLERK'S OFFICE (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.

Call Meeting To Order - 5:03 P.M.

Roll Call

Absent 2 - Mr. Gilleran, and Ms. Henderson

Present 5 - Ms. Brew, Mr. Browning, Mr. Lloyd, Chairman Holland, and Mr. Varela

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was approved as presented.

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 October 15, 2020

Attachments: [Minutes](#)

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

Action Items

2 Approve 2021 Meeting Dates

Attachments: [2021 Proposed Planning Meeting Dates](#)

A motion was made by Mr. Lloyd, seconded by Ms. Brew, that the Action Item be Approved. The motion passed by unanimous vote.

Ms. Henderson arrived (virtually) - 5:11 P.M.

Old Business

3 **Amendment to Conditional Use - 318-324 Petronia Street; 802-806 Whitehead Street; and 809-811 Terry Lane - (RE# 00014010-000000; 00014050-000000; 00014060-000000) -A request for an amendment to a conditional use approval for a restaurant on property located within the Historic Neighborhood Commercial-Bahama Village Commercial Core (HNC-3) and the Historic Medium Density Residential (HMDR) Zoning Districts pursuant to Sections 122-62, and 122-868 (9) of the Code of Ordinances of the City of Key West, Florida.**

- Attachments:** [*Large File* Application Package](#)
[Photo - Trash Area](#)
[Trash Pickup Locations](#)
[Floodplain Comments](#)
[Utilities Comments](#)
[Keys Energy Comments](#)
[*Large File* Noticing Package](#)
[Public Comment - Furlane](#)
[Public Comment - Santoro](#)
[Public Comment - Santoro 2](#)
[Public Comment - Santoro 3](#)
[Public Comment - Furlane 2](#)
[Public Comment - Furlane 3](#)
[Public Comment - Furlane 4](#)
[Public Comment - Furlane 5](#)

Postponed to December 17, 2020.

4 **Transient License Transfer - One (1) license in Unassigned Status to 536 Fleming Street (RE# 00009440-000000)** - A request to transfer one (1) transient license in unassigned status at Key Cove LLC to property located within the Historic Neighborhood Commercial (HNC-1) zoning district pursuant to Sections 122-776 and 122-1338 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report](#)
 [Planning Package](#)
 [*Large File* Application](#)
 [Revision to Application](#)
 [Second Revision to Application](#)
 [Floodplain Comments](#)
 [Utilities Comments](#)
 [Keys Energy Comments](#)
 [Noticing Package](#)
 [11.19.20 Noticing Package](#)
 [Staff Presentation](#)

Postponed to December 17, 2020.

5 **Variance - 111 Olivia Street - (RE# 00014720-000000)** - A request for variances to the maximum building coverage, maximum impervious surface, minimum open space, and minimum required off-street parking spaces for property located within the Historic Neighborhood Commercial (HNC-3) Zoning District pursuant to Sections 90-395, 122-870 (4)(a), 122-870(4)(b), 108-346(b), and 108-572 (3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Package](#)
 [*Large File* Noticing Package](#)

Postponed indefinitely.

6 Major Development Plan, Conditional Use & Landscape Waivers - 111 Olivia Street (RE #00014720-000000) - A request for major development plan, conditional use and landscape waiver approvals for the construction of a 9,496 square foot two story community center with a commercial kitchen, a computer lab, a music room, a sound studio, a main hall assembly space, classrooms, and offices on property located within the Historic Neighborhood Commercial (HNC-3) Zoning District pursuant to Sections 108-91.A.2 (b), 108-517, 122-62 and 122-868 (2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Package](#)
[*Large File* Noticing Package](#)

Postponed indefinitely.

7 Major Modification to a Major Development Plan and Conditional Use - 951 Caroline Street - (RE# 00002970-000000) - A request to amend a parking agreement for a Major Development Plan and Conditional Use approval on property located within the Key West Bight (HRCC-2) Zoning District per Sections 108-91 C.3 and 122-62 of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Attachments: [*Large File* Application Package](#)
[*Large File* Exhibits](#)
[Multimodal Transportation Comments](#)
[Response to Multimodal Transportation Coordinator](#)
[Floodplain Comments](#)
[Keys Energy Comments](#)
[Noticing Package](#)
[*Large File* Memo to City 10.06.20](#)

Postponed of December 17, 2020.

8 **Conditional Use Amendment- 501 Greene Street (RE# 00000520-000000)** - A request for an amendment to a conditional use to allow outdoor amplified music on a parcel located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Section 18-57, Section 26-192 and 122-62 of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report](#)
 [Applicant Presentation](#)
 [Planning Package](#)
 [Request to Amend CU Approval PB Res 2016-32.pdf](#)
 [Floodplain Comments](#)
 [Utilities Comments](#)
 [Keys Energy Comments](#)
 [Noticing Package](#)
 [501 Greene](#)

A motion was made by Mr. Browning, seconded by Ms. Brew, that the Planning Resolution be Postponed to December 17, 2020. The motion carried by the following vote:

Note: Ms. Henderson’s audio was not working

Absent: 1 - Vice Chair Gilleran

Yes: 5 - Ms. Brew, Mr. Browning, Mr. Lloyd, Chairman Holland, and Varela

Abstained: 1 - Ms. Henderson

9

Variance - 1211 Knowles Lane (RE# 00033760-000000)

- A request for a variance to convert a historic cistern into an accessory in-ground swimming pool structure in the minimum side setback and the minimum rear setback of the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (6) b., 122-600 (6) c.

- Attachments: [Staff Report](#)
 [Planning Package](#)
 [Noticing Package](#)
 [10.15.20 Noticing Package](#)
 [Staff Presentation](#)

A motion was made by Mr. Lloyd, 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 Passed subject to the conditions outlined in the staff report. The motion carried by the following vote:

- Absent:** 1 - Vice Chair Gilleran
- Yes:** 5 - Ms. Brew, Mr. Browning, Mr. Lloyd, Chairman Holland, and Varela
- Abstained:** 1 - Ms. Henderson

Enactment No: PB Resolution 2020-39

10

Request for Postponement by Applicant:

Variance - 1020 Margaret Street (RE# 00030490-000000) - A request for a variance to the minimum front setback and the minimum rear setback for a minor development plan to renovate two existing historic single-family structures and construct three new single-family structures in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (6) a., and 122-600 (6) c.

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

Postponed to December 17, 2020.

11

Request for Postponement by Applicant:

Minor Development Plan and Landscape Waiver - 1020

Margaret Street (RE# 00030490-000000) - A request for approval of a minor development plan to renovate two existing historic single-family structures and construct three new single-family structures, as well as installing an inground pool and a paved parking lot in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 108-91, 108-517, 122-596, and 122-597 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments: [Staff Reports](#)
 [Planning Package](#)
 [*Large File* Noticing Package](#)

Postponed to December 17, 2020.

12

Variance - 1309 20th Terrace (RE# 00055320-000000) -

A request for variances to the minimum side and front yard setback requirements in order to convert an existing carport into habitable space on property located within the Single Family (SF) Zoning District pursuant to Sections 90-395, 122-238 (6)(a)(1), and 122-238 (6)(a)(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments: [Staff Report](#)
 [Package](#)
 [Noticing Package](#)

A motion was made by Ms. Brew, seconded by Mr. Lloyd, 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 Passed subject to the conditions outlined in the staff report. The motion carried by the following vote:

Recuse: 1 - Varela

Absent: 1 - Vice Chair Gilleran

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Chairman Holland

Enactment No: PB Resolution 2020-40

New Business

13

Text Amendments to the Historic Architectural Review Commission Design Guidelines and Amendments to Section 86-9, Definition of Terms, of the Land Development Regulations - A Resolution of the City of Key West Planning Board recommending approval of an Ordinance of the City Commission of the City of Key West, Florida, amending Chapter 86, Section 86-9, entitled "Definition of Terms," of the City of Key West Land Development Regulations; Amending the Historic Architectural Review Commission Design Guidelines Chapter VI, Article u, entitled "Decks, Patios, Hot Tubs and Pools" and Chapter IX, entitled "Architectural Glossary," as referenced in Chapter 90, Section 90-142 of the City of Key West Land Development Regulations; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

- Attachments:** [Staff Report](#)
 [DRAFT Resolution](#)
 [DRAFT Ordinance](#)

A motion was made by Mr. Lloyd, seconded by Ms. Brew, that the Planning Resolution be Approved. The motion carried by the following vote:

Note: Ms. Henderson's audio was not working.

Absent: 1 - Vice Chair Gilleran

Yes: 5 - Ms. Brew, Mr. Browning, Mr. Lloyd, Chairman Holland, and Varela

Abstained: 1 - Ms. Henderson

Enactment No: PB Resolution 2020-41

14 Proposed postponement by Staff: Alcohol Sales Exception - 907 Whitehead Street - (RE# 00017930-000000) - A request for a special exception to the prohibition of alcoholic beverage sales within 300 feet of a church, school, cemetery or funeral property in order to serve beer, and wine for special events accessory to the museum on property located within the Historic Medium Density Residential (HMDR) Zoning District pursuant to Sections 18-28(b)2, of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Noticing Package](#)

Postponed to December 17, 2020.

15 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 Chapter 86 of the Code of Ordinances entitled "General Provisions", by amending Section 86-9 to clarify the definition of affordable housing (very low income); Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Attachments: [Staff Report](#)
[Executive Summary](#)
[Amend section 86-9 Very Low Income Housing definition](#)

A motion was made by Mr. Lloyd, seconded by Mr. Varela, that the Planning Resolution be Approved. The motion carried by the following vote:

Note: Ms. Henderson's audio was not working.

Absent: 1 - Vice Chair Gilleran

Yes: 5 - Ms. Brew, Mr. Browning, Mr. Lloyd, Chairman Holland, and Varela

Abstained: 1 - Ms. Henderson

Enactment No: PB Resolution 2020-42

16

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 Chapter 122 of the Code of Ordinances entitled "Zoning", by amending Section 122-1466 to add the definition of affordable housing (very low income); Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

- Attachments: [Staff Report](#)
 [Executive Summary](#)
 [Ordinance](#)

A motion was made by Mr. Lloyd, seconded by Mr. Varela, that the Planning Resolution be Approved. The motion carried by the following vote:

- Absent:** 1 - Vice Chair Gilleran
- Yes:** 6 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, Chairman Holland, and Varela
- Enactment No: PB Resolution 2020-43

Reports

Public Comments

Board Member Comments

Adjournment - 6:16 P.M.