



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, July 15, 2021

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: Individuals are responsible to share their presentation at the meeting on their laptop through zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

Call Meeting To Order - 5:01 P.M.

Roll Call

Absent 2 - Mr. Varela, and Chairman Holland

Present 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

Pledge of Allegiance to the Flag

Approval of Agenda - Approved as amended

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 June 17, 2021

Attachments: [Minutes](#)

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

Old Business

2

Minor Development Plan and Landscape Waiver - 1020 Margaret Street (RE# 00030490-000000) - A request for approval of a minor development plan to renovate an existing historic single-family structure 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 and a request for approval to pay a fee-in-lieu to comply with the City of Key West's Workforce Housing ordinance pursuant to Sections 108-91, 108-517, 122-596, 122-597, and Section 122-1467(1)(a) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Planning Package](#)
[Updated Site Plans](#)
[*Large File* Noticing Package](#)
[2.18.21 Noticing Package](#)
[6.17.21 Noticing Package](#)

A motion was made by Mr. Lloyd, seconded by Mr. Browning, that the Minor Development Plan and Landscape Waiver be Approved. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

Enactment No: PB Resolution 2021-30

3

Variance - 1115 Grinnell Street (RE# 00031810-000000)

- A request for variances to the maximum building coverage, maximum impervious surface, and minimum open space requirements in order to construct a rear addition on property located within the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (4) a., 122-600 (4) b., and 108-346 (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
 [Package](#)
 [Noticing Package](#)
 [Letter of Objection - Willis](#)
 [Executed Letter Dropping Objection](#)
 [Letter of No Objection - Prins, Malby & Higley](#)

A motion was made by Mr. Lloyd, seconded by Mr. Browning, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

New Business

4

Variance - 1617 White Street (RE# 00059580-000200) -

A request for variances to the maximum building coverage and the maximum impervious surface ratio in order to demolish an existing shed and construct an accessory guest cottage on property located within the Single Family (SF) zoning district pursuant to Sections 90-395, 122-238(4) a., and 122-238(4)b.1., of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
 [Package](#)
 [Noticing Package](#)
 [Letters of Support - Krekel](#)

A motion was made by Mr. Browning to approve the Planning Resolution. That motion failed for lack of second. Then, a motion was made by Mr. Lloyd, seconded by Ms. Henderson, that the Planning Resolution be Denied. The motion carried by the following vote:

No: 1 - Mr. Browning

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 4 - Ms. Brew, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

Enactment No: PB Resolution 2021-31

5

Request for Postponement by Applicant: Official Zoning Map Amendment - 700 Front Street (RE # 00000210-000000) - A request for approval of an amendment to the Official Zoning map to rezone the subject property from Historic Residential Commercial Core - Key West Bight (HRCC-2) to Historic Residential Commercial Core - Duval Gulfside District (HRCC-1); pursuant to Sections 90-516, 90-521, and 122-93 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida; Providing for severability; Providing for an effective date.

Attachments: [Planning Package](#)
 [Submerged Land Lease](#)
 [Noticing Package](#)
 [Staff Report](#)

A motion was made by Mr. Browning, seconded by Ms. Brew, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

6

Variance - 322-324 ½ Truman Avenue (RE# 00025530-000000, 00025520-000000, and 00025500-000000) - A request for a variance to the minimum rear setback, maximum impervious surface, maximum lot coverage, minimum open space, and off-street parking requirements for a major development plan to redevelop eighteen (18) residential units consisting of fourteen (14) affordable units and four (4) market rate units in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 108-346, 122-600 (4), and 122-600 (6) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

A motion was made by Mr. Browning, seconded by Ms. Brew, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

7

Major Development Plan and Landscape Waiver - 322-324 ½ Truman Avenue (RE# 00025530-000000, 00025520-000000, and 00025500-000000) - A request for approval of a major development plan to redevelop eighteen (18) residential units consisting of fourteen (14) affordable units and four (4) market rate units, as well as a landscape waiver, and a request for an exemption to the minimum size of affordable workforce housing units in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 108-91, 108-517, 122-596, 122-597, and 122-1467(2)a. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida

Attachments: [Staff Report MDP](#)
[Planning Package](#)
[Utilities Comments](#)
[Parking Comments](#)
[Keys Energy Comments](#)
[Multi Modal Transportation Comments](#)
[Engineering Comments](#)
[Urban Forester's Staff Report](#)
[Noticing Package](#)
[Letter of Objection - Holtz](#)

A motion was made by Mr. Browning, seconded by Ms. Brew, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

8

Conditional Use Amendment - 617 Front Street (RE# 0000010-000500) - A request for a revision to a conditional use approval to alter the conditions per Sec.18-355 of the City Code, to allow the change of recreational rental vehicles types and the overall reduction of recreational rental vehicles permitted on a property located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Sections 18-355, 122-62 and 122-688 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)
[GIS Administrator Comments](#)
[Keys Energy Comments](#)
[Utilities Comments](#)
[Noticing Package](#)
[Staff Report](#)

A motion was made by Ms. Brew, seconded by Ms. Henderson, that the Applicant's proposed conditional use demonstrates all of the requirements of code section 122-62(c) and that the application be Approved. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

Enactment No: PB Resolution 2021-32

9

Major Development Plan - 220 Margaret Street (RE# 00072082-004400) - A request for a major development plan to renovate an existing historic structure, enclose a portion of the structure, and replace open space with new commercial floor area on a property located in the Historic Residential Commercial Core (HRCC-2) zoning district pursuant to Section 108-91 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Planning Package](#)
[Assignment Boat House](#)
[Floodplain Comments](#)
[Utilities Comments](#)
[Keys Energy Comments](#)
[Engineering Comments](#)
[Urban Forester's Staff Report](#)
[2016 Lease Renewal](#)
[Key West Bight Masterplan](#)
[Key West Bight Community Impact Assessment Statement Section 1](#)
[Key West Bight Community Impact Assessment Statement Section 2](#)
[Key West Bight Community Impact Assessment Statement Section 3](#)
[Key West Bight Community Impact Assessment Statement Section 4](#)
[Key West Bight Community Impact Assessment Statement Section 5](#)
[Noticing Package](#)

A motion was made by Ms. Henderson, seconded by Mr. Lloyd, that the Major Development Plan be Approved. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

Enactment No: PB Resolution 2021-33

10

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 amending Comprehensive Plan Chapter 1, Future Land Use, Policy 1-1.16.1, entitled, "Maintain a Building Permit Allocation Ordinance", and by amending Chapter 3, Housing, Policy 3-1.1.4, entitled "Building Allocation System", to provide for Building Permit Allocation System units for the property known as the 3.2 (RE# 00001630-000801); Providing for the repeal of inconsistent provision; Providing for transmittal to the State Land Planning Agency; Providing for the filing with the Secretary of State and for an effective date; And providing for the inclusion in the City of Key West Comprehensive Plan.

Attachments: [Noticing Package](#)

A motion was made by Ms. Henderson, seconded by Mr. Lloyd, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

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 Chapter 108 of the Land Development Regulations, Article X " Building Permit Allocation System", Section 108-995, to provide for Building Permit Allocation System units for the property known as the 3.2 (RE# 00001630-000801); Providing for concurrent and conditional adoption upon adoption of Comprehensive Plan amendments; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

Attachments: [Noticing Package](#)

A motion was made by Mr. Browning, seconded by Ms. Henderson, that the Planning Resolution be Postponed to 19 August 2021. The motion carried by the following vote:

Absent: 2 - Mr. Varela, and Chairman Holland

Yes: 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Vice Chair Gilleran

12

Proposed Add-On**Variance - 3528 Eagle Avenue (RE # 00052620-000000)**

- A request for variances to the minimum rear-yard setback, maximum allowable impervious surface and maximum allowable building coverage requirements in order to convert a rear non-complying accessory structure into an affordable housing unit in the Single Family (SF) zoning district pursuant to Sections 90-395, 122-233, 122-238 (6) a.3., and 122-238 (4) b.1. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Planning Package](#)
[6.18.20 Noticing Package](#)
[Objection Fossum](#)
[*Large File* Objection 1 Creighton](#)
[Objection 2 Creighton](#)
[Objection Trujillo](#)
[Objection Owens](#)
[Objection - Owens 2](#)
[Objection Oropeza](#)
[4.22.21 Noticing Package](#)
[Objection 3 Creighton](#)
[Public Comment- Trujillo](#)
[Public Comment - Jones](#)
[Objection Minor](#)
[Objection Fossil, Trujillo, Minor, Owens & Creighton](#)

Postponed to 16 September 2021.

Reports

Public Comments

Board Member Comments

Adjournment - 6:20 P.M.

Adjournment

Adjournment