



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Development Review Committee

Thursday, July 17, 2025

10:00 AM

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 - 10:00 A.M.

The Senior Deputy Clerk convened the meeting due to the absence of the Chair. The Senior Deputy Clerk advised the Committee to appoint a temporary Chair. A motion was made by Mr. Willman, seconded by Mr. Bentley, to appoint Ms. Salume temporary Chair for the meeting. The motion passed unanimously.

Roll Call

Mr. Berger represented Mr. Anderson / Fire at the meeting.

Absent 4 - Mr. Anderson, Ms. Ignoffo, Mr. Smith, and Ms. Halloran

Present 7 - Mr. Bentley, Mr. McDowell, Ms. Porter, Ms. Salume, Mr. Stachurski, Mr. Turner, and Mr. Willman

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as presented.

Approval of Minutes

A motion was made by Mr. Berger, seconded by Mr. Willman, to approve the Minutes. The motion passed unanimously.

Attachments: [Minutes](#)

Discussion Items

- 2 **Request for Postponement by Staff: Conditional Use - 701 Palm Avenue (RE# 00001761-000000)** - A request for conditional use approval to allow for redevelopment of a marina, located in the Public and Semipublic Services (PS) zoning district, pursuant to Chapter 122, Article III and Section 122-1018 of the Land Development Regulations of the City of Key West, Florida.
- Attachments: [Planning Package](#)
- The Item was postponed to the August 28, 2025 meeting during approval of the agenda.
- 3 **Major Development Plan - 3201 Flagler Avenue (RE# 00052870-000100)** - A request for a major development plan approval to reconstruct a two-story mixed-use commercial and residential structure with landscape waivers on minimum landscape percentage, street frontage, interior, and perimeter landscaping on property located within the Limited Commercial (CL) Zoning District pursuant to Chapter 108, Section 108-91, and Article III through IX; and Chapter 122, Article IV, Division 4, Subdivision II of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.
- Attachments: [Planning Package](#)
- Discussed
- 4 **Easement - 534 Duval Street (RE# 00009760-000000)** - Applicant seeks an easement to repair and maintain existing encroachments for a contributing historic commercial building which encroaches approximately two-hundred and twenty-two (222.70) square feet on the City-owned right-of-way adjacent to Duval Street for a property located within the Historic Residential Commercial Core (HRCC-1) zoning district, pursuant to Section 2-938 of the Land

Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)

Discussed

5

Transfer of Transient Unit and License - 525 Simonton Street (RE# 00009240-000000) - 117 Duval Street (RE# 00000530-000000) - A Request to transfer one transient unit and license from a sender site located at 525 Simonton Street in the Historic Neighborhood Commercial (HNC-1) zoning district to a receiver site located at 117 Duval Street in the Historic Residential Commercial Core (HRCC-1) zoning district, pursuant to Section 122-1338, 122-1339, and 122-687 of the Land Development Regulations of the Code of Ordinance of Key West, Florida.

Attachments: [Planning Package](#)

Discussed

Reports

Adjournment - 10:22 A.M.