



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### Planning Board

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Wednesday, June 18, 2025

5:00 PM

City Hall

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**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 May 29, 2025 (Special)

Attachments: [Minutes](#)

**Old Business**

2

**Variance - 2400 North Roosevelt Boulevard**

**(RE#00065220-000100)** - Applicant seeks a parking variance to accomodate the addition of 10 golf cart rentals at an existing hotel located in the General Commercial (CG) zoning district, pursuant to Sections 108-572 and 90-395 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:** [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

**Legislative History**

5/29/25

Planning Board

Postponed

3

**Conditional Use - 2400 North Roosevelt Boulevard**

**(RE#00065220-000100)** - Applicant seeks a conditional use permit to allow for the addition of ten (10) golf cart rentals to a small recreational power-driven equipment rental operation located at an existing hotel located in the General Commercial (CG) zoning district, pursuant to Sections 122-418 and 122-62 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:** [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

[Applicant Email Addressing MultiModal Comments](#)

**Legislative History**

2/27/25

Development Review  
Committee

Discussed

5/29/25

Planning Board

Postponed

4

**Final Determination of Award for Year 12 Building Permit Allocation System (BPAS) Applications** pursuant to Sections 108-995 and 108-997 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:** [Draft Resolution](#)

[Supplemental Memo to PB June 10th 2025](#)

[BPAS Staff Report - Year 12](#)

[Final Ranking](#)

[510 Southard Final Planning Package](#)

[1114 White Street Final Planning Package](#)

[5555 College Rd Affordable Final Package](#)

[5555 College Rd Market Rate Final Planning Package](#)

**Legislative History**

5/29/25

Planning Board

Postponed

## **New Business**

5

**Conditional Use - 1023-1025 White Street (RE# 00033820-000100)** - A request for conditional use approval to allow a change in use from commercial retail to educational institution, located in the Historic Neighborhood Commercial - 1 Truman/Simonton (HNC-1) zoning district, pursuant to Chapter 122, Article III and Section 122-808 of the Land Development Regulations of the City of Key West, Florida.

**Attachments:** [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

[Applicant Presentation](#)

[Public Comment - Supporting Approval](#)

6

**Conditional Use - 601 Fleming Street (RE#**

**00006350-000000)** - Applicant seeks a conditional use to allow for the interior remodel of a commercial space to open a proposed coffee shop (restaurant) located in the Historic Neighborhood Commercial (HNC-1) zoning district, pursuant to Section 122-62, Section 122-836 through Section 122-808 and Section 108-573 of the City of Key West Land Development Regulations.

Attachments: [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

7

**Minor Development Plan - 601 Howard England Way**

**(RE# 000016300-000100)** - A request for a Minor Development Plan to demolish and reconstruct a new, larger visitor center at Fort Zachary Taylor State Park located in the Historic Public and Semipublic Services (HPS) zoning district, pursuant to Section 108-91 of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

8

**Request for Postponement by Applicant: Variance -**

**3820 N Roosevelt Boulevard (RE# 00065530-000000)** - A

request for a variance to hotel minimum parking requirements to allow for the replacement of existing parking spaces with pickle ball courts on property located within the General Commercial (CG) Zoning District pursuant to Sections 90-395 and 108-572 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Draft Resolution](#)

[Staff Report](#)

[Planning Package](#)

[Noticing Package](#)

9

**Variance - 1619 Atlantic Boulevard (RE#**

**00061590-000000) - A request for a variance to allow a reduction of the rear setback from the required 25 feet to a proposed 13'5" for a rear bathroom addition to an existing single family home, on property located within the Single-family Residential District (SF) Zoning District pursuant to Chapter 122, Article IV, Division 3, Subdivision III, Sec. 122-238 and Sec. 90-395 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.**

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

**Reports**

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Variance Tracking Report

**Public Comment****Board Member Comment****Adjournment**