



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

## Planning Board

Thursday, October 16, 2025

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:** 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 September 18, 2025

**Attachments:** Minutes

## Old Business

2

**WITHDRAWN BY APPLICANT- Transfer of Transient Unit and License - 525 Simonton Street (RE# 00009240-000000) - 117 Duval Street (RE# 00000530-000000)** - A Request to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: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

Legislative History

7/17/25 Development Review Committee Discussed

9/18/25 Planning Board Postponed

3

**Text Amendment of the Land Development Regulations - An Ordinance of the City of Key West, Florida to amend Chapter 90, entitled "Administration", Section 90-301 entitled "Enforcement Authority" of the Land Development Regulations; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.**

Attachments: [Staff Report](#)

[Draft Resolution](#)

Legislative History

8/21/25 Planning Board Postponed

9/18/25 Planning Board Postponed

4

**REQUEST FOR POSTPONEMENT BY STAFF - Text**

**Amendment of the Land Development Regulations** - An Ordinance of the City of Key West, Florida, amending Chapter 110 of the Code of Ordinances entitled "Resource Protection", Article III entitled "Environmental Resources", establishing Division 5, entitled "Green Building"; establishing requirements for Green Building Certification as a requirement; establishing an Green Building Fee for projects that do not achieve the required Green Building Certification Level, authorizing property owners and developers to pay a Green Building Fee, or in the alternative, post a bond for the project into the City's Adaptation and Sustainability Fund, which bond or funds are reimbursable to the property owner or developer pursuant to the level of Green Building compliance achieved by the project; designating the Adaptation and Sustainability Fund (Fund 108) for the deposit of the Green Building Fees generated through the Green Building Program, and providing the uses for which the fees can be used; providing for severability; providing for an effective date.

Attachments: [Staff Report](#)

[Draft Resolution](#)

Legislative History

8/21/25	Planning Board	Postponed
9/18/25	Planning Board	Postponed

**New Business**

5

**Variance - 1100 Grinnell Street (RE# 00031480-000000) -**

Applicant requests a variance to the maximum required rear yard accessory coverage from the required 30% maximum to a proposed 50.23% to reconstruct an accessory structure in the rear yard at an existing residential property located in the Historic Medium Density Residential Zoning District (HMDR) pursuant to sections 90-395, 122-1181, and 122-596 through 122-610 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Letters of Support](#)

6

**REQUEST FOR POSTPONEMENT BY STAFF - Variance -**

**2827 Harris Avenue (RE# 00067390-000000) -** A request for an after the fact variance to building coverage requirements allowing the expansion of building coverage for a second ingress/egress in the Single Family (SF) Zoning District pursuant to Sections 90-395, 122-238(4)a of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Applicant Presentation](#)

[Applicant Letter](#)

[Letters of Support](#)

[Letter of Objection](#)

7

**Variance - 812 Carsten Lane (RE# 00011530-000000) -**

Applicant requests a variance to the minimum rear yard setback from the required 20 feet to a proposed 5 feet to construct additional habitable space on the primary structure at an existing residential property located in the Historic High Density Residential Zoning District (HHDR) pursuant to sections 90-395 and 122-626 through 122-655 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Applicant Presentation](#)

[Letter of Support](#)

8

**REQUEST FOR POSTPONEMENT BY STAFF- Variance -**

**1208 Virginia Street (RE# 00033944-000000) -** A request for variances to the minimum required rear setback, side setback, and pool setback requirements in order to build a pool at a property located in the Historic Medium Density Residential zoning district, pursuant to Sections 90-395, 122-600(4)a and b, and 600(6)b and c of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

9      **Transfer of Transient License - 719 South Street (RE# 00038260-000000) to 524 Front Street (RE# 00000330-000000)** - A request to transfer one transient license from a property located at 719 South Street in the Historic Residential Office (HRO) zoning district to a property located at 524 Front Street in the Historic Residential Commercial Core - 1 (HRCC-1) zoning district, pursuant to Sections 122-1336 through 122-1370 of the Land Development Regulations of the City of Key West, Florida.

**Attachments:** [Staff Report](#)

[Draft Resolution](#)

[Planning Package](#)

[Noticing Package](#)

[Comments - Keys Energy](#)

**Legislative History**

9/25/25	Development Review Committee	Discussed
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## Action Items

10      Approve Proposed 2026 Meeting Dates

**Attachments:** [Proposed 2026 Meeting Dates](#)

## Public Comment

### Board Member Comment

### Adjournment