



City of Key West, FL

Old City Hall
510 Greene Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, December 17, 2015

6:00 PM

Old 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 305-809-3731 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

Call Meeting To Order

6:02 PM

Pledge of Allegiance to the Flag

Roll Call

Absent 1 - Mr. Browning

Present 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Mr. Klitenick, and Mr. Holland

Approval of Agenda

Mr. Gilleran made a motion to approve the agenda and Ms. Spottswood seconded it.

Approval of Minutes

There were no minutes to approve.

Resolutions

Old Business

1

Variance - 6 Pinder Lane - (RE# 00008180 - 000000; AK# 1008443) - A request for a variance to the minimum side setback requirements in order to create an enclosure on the existing side porch. The property is located within the Historic High Density Residential (HHDR) Zoning District pursuant to Sections 90-395, 122-630 (6) b., of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Variance Package](#)

Postponed by Applicant to January 21.

2

Variance - 3206 Duck Avenue (RE# 00052901-000400, AK# 8653450) - A request for variances to building coverage, maximum impervious surface ratio, rear and side setback requirements in order to grant an after the fact bathroom addition. This property is located within the Medium Density Residential (MDR) Zoning District pursuant to Sections 90-395, 122270(4)a.1, 122-270(4)a., 122-270(6)a.2, and 122-270(6)a.3, of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Variance Package Revised 12 16 15](#)
 [Noticing Package](#)

A motion was made by Mr. Pike, seconded by Mr. Gilleran, that the Resolution be Passed. The motion carried by the following vote:

Recuse: 1 - Ms. Spottswood

Absent: 1 - Mr. Browning

Yes: 5 - Mr. Gilleran, Mr. Pike, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

3

Conditional Use - 1020 18th Terrace (RE # 00056840-000000; AK # 1057339) - A request for a Conditional Use to convert the existing single family structure into a duplex with two accessory units. The property is located within the Single-Family Residential (SF) Zoning District pursuant to Sections 122-232, 122-62, 122-236 (1), of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Conditional Package](#)
 [Noticing Package](#)
 [Public Comments Revised 12 16 15](#)

Postponed by Applicant to January 21.

4

Alcohol Sales Exception - 823 Fleming Street (RE # 00005700-000000; AK # 1005908) - A request for an alcohol sales exception in order to provide liquor sales to its guests, property located within the Historic Neighborhood Commercial (HNC2) 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: [Alcohol Sales Exception Package](#)
 [Noticing Package](#)
 [Public Comments 12 17 15](#)
 [Public Comments Additional 01 21 16](#)

Postponed by Applicant to January 21,

5 **Variance - 2616 Harris Avenue (RE# 00048330-000000; AK# 1048933)** - A request for a variance to expand the maximum building coverage allowed and the minimum rear setback requirements in order to replace a roof structure with an extension of a covered deck and overhangs on property located within the Single-Family Residential (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:** [Variance Package](#)
 [Noticing Package](#)
 [Public Comments Revised 12 17 15](#)
 [Public Comments Revised 01 21 16](#)

A motion was made by Mr. Gilleran, seconded by Vice Chair Klitenick, that the Resolution be Postponed to January 21. The motion carried by the following vote:

- Recuse:** 1 - Ms. Spottswood
- Absent:** 1 - Mr. Browning
- Yes:** 5 - Mr. Gilleran, Mr. Pike, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

6 **Major Modification to a Major Development Plan - 5711 College Rd. (RE # 00063450-000000; AK # 1063886)** - A request for major modification to a major development plan approval for the construction of 23,784 square feet of gross nonresidential floor area for the new Florida Keys SPCA offices and animal shelter on property located within the Public and Semipublic Services (PS) Zoning District pursuant to Sections 108-91.C.3 and 122-1017 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

A motion was made by Mr. Gilleran, seconded by Mr. Varela, Sr., that the Resolution be Passed with Conditions. The motion carried by the following vote:

- Absent:** 1 - Mr. Browning
- Yes:** 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

New Business

7 **Major Development Plan - 2319 & 2401 North Roosevelt Boulevard (RE #00001990-000000, 00002000-000000, 00002080000100, 00002260-000000; AK # 1002097, 1002101, 1002364, 8849401) - A** request for major development plan for the reconstruction of 75 transient residential dwelling units on property located within the Commercial General (CG) Zoning District pursuant to Section 108-91.B.2.(a) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

A motion was made by Ms. Spottswood, seconded by Mr. Pike, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

8 **Alcohol Sales Exception - 521 Fleming (RE# 00006560-000000, AK# 1006793) - A** request for an Alcohol Sales Exception in order to provide liquor sales to its restaurant guests for property located within the Duval Street Gulfside (HRCC-1) Zoning District pursuant to Section 18-28(b)2., of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Alcohol Sales Exception Packge rev 01 20 16](#)
[Noticing Package](#)
[Public Comments Revised 12 18 15](#)
[Public Comments Additional 01 21 16](#)

Postponed by Applicant to January 21.

9 **Variance - 820 Olivia Street (RE # 00019990-000000; AK # 1020699) - A** request for a variance to minimum impervious surface, maximum building coverage and minimum open space requirements to construct a single story addition to a single family home on property located within Historic High Density Residential (HHDR) zoning district pursuant to Section 90-395, 108-346(b) and 122-630 (4)(a) & (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Variance Package](#)
 [Noticing Package](#)
 [Public Comments](#)

A motion was made by Mr. Pike, seconded by Mr. Varela, Sr., that the Resolution be Passed with Conditions. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

10

After-the-Fact Variance - 1324 20th Terrace (RE # 00055080-000000; AK # 1055662) - A request for an after-the fact variance to minimum impervious surface, maximum building coverage, minimum open space requirements, side and rear setbacks in order to maintain converted carport addition on property located within Single Family (SF) zoning district pursuant to Section 90-395, 108-346(b), 122-238(4) (a) & (b) (1) and 122-238 (6)(a)(1) & (3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [After the Fact Variance Package Revised 12 12 15](#)
 [Noticing Package](#)

A motion was made by Mr. Gilleran, seconded by Mr. Pike, that the Resolution be Denied. The motion carried by the following vote:

No: 1 - Mr. Varela Sr.

Absent: 1 - Mr. Browning

Yes: 5 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Vice Chair Klitenick, and Chairman Holland

11

Request For Waiver To The Zoning In Progress For Parking Variances - 501-503 Greene Street (RE # 00000520-000000, AK # 1000515) - A request for waiver to City Commission Ordinance No. 15-05 invoking the Zoning in Progress for parking variances on property located within the Historic Residential Commercial Core - Duval Street Gulfside (HRCC-1) Zoning District.

Attachments: [Parking Wavier Request](#)
 [Noticing Package](#)

Meeting went into Recess

Meeting Reconvened

A motion was made by Mr. Pike, seconded by Mr. Gilleran, that the Resolution be Passed. The motion carried by the following vote:

Recuse: 1 - Ms. Spottswood

Absent: 1 - Mr. Browning

Yes: 5 - Mr. Gilleran, Mr. Pike, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

12

Transient License Transfer - 1901 South Roosevelt Boulevard (RE # 00064700-000328, AK # 8657072) to 421 Angela Street (RE # 00016120-000000, AK # 1016501) - A request to transfer one transient license from property located within the Coastal Medium Density Residential (MDR-C) Zoning District to property located within the Historic Residential Commercial Core - Duval Street Gulfside (HRCC-1) Zoning District pursuant to Section 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Transient License Transfer Package](#)
 [Noticing Package](#)
 [Public Comment](#)

A motion was made by Mr. Gilleran, seconded by Ms. Spottswood, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

13

Impact Fees - Consideration of a resolution recommending to the City Commission the Impact Fee Study and Recommended Changes to Impact Fee Structure and Schedule of Fees.

Attachments: [1. Staff Report Impact Fees](#)
 [2. Draft Ordinance](#)
 [2a. Draft Resolution](#)
 [3. Attachment A](#)
 [4. Attachments B-G](#)

A motion was made by Mr. Gilleran, seconded by Vice Chair Klitenick, that the Resolution be Passed. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Gilleran, Mr. Pike, Ms. Spottswood, Mr. Varela Sr., Vice Chair Klitenick, and Chairman Holland

Reports

Land Development Regulation Update Briefing

Attachments: [Land Development Regulation Update Briefing Book 12 14 15](#)

Presentation by Richard Cannone

Adjournment

9:16 PM