



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, August 15, 2019

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.

**ALL VISUAL PRESENTATIONS (POWER POINT ONLY) FOR AGENDA ITEMS MUST BE RECEIVED IN THE CITY CLERK'S OFFICE (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.**

#### Call Meeting To Order at 5:00 PM

#### Roll Call

**Absent** 1 - Vice Chair Gilleran

**Present** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

A motion was made by Mr. Russo, seconded by Mr. Lloyd, to amend and approve the Agenda with Items 6 through 12 postponed until September 19, 2019. Motion passed unanimously by roll call vote.

#### Administering the Oath by the Clerk of the Board

#### Approval of Minutes

1 July 18, 2019

A motion was made by Mr. Russo, seconded by Mr. Lloyd, that the Minutes be Approved. The motion carried by the following vote:

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

**Old Business**

**2**                    **Future Land Use Map (FLUM) Amendment - 318-324 Petronia Street (802-806 Whitehead Street), 809 Terry Lane, and 811 Terry Lane (RE # 00014010-000000, 00014050-000000, and 00014060-000000)** - A request to amend the boundaries of the Comprehensive Plan Future Land Use Map (FLUM) from Historic Residential (HR) to Historic Commercial (HC) for the parcels stated above pursuant to Chapter 90, Article VI, Division 3 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Browning, seconded by Mr. Lloyd, to postpone Item until September 19, 2019.**

**Recuse:** 1 - Mr. Varela

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 5 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, and Chairman Holland

**3**                    **Official Zoning Map Amendment - 318-324 Petronia Street (802-806 Whitehead Street), 809 Terry Lane, and 811 Terry Lane (RE # 00014010-000000, 00014050-000000, and 00014060-000000)** - A request to amend the boundaries of the Official Zoning Map from Historic Medium Density Residential (HMDR) to Historic Neighborhood Commercial District - 3 (HNC-3) for the parcels stated above pursuant to Chapter 90, Article VI, Division 2 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Browning, seconded by Mr. Lloyd, to postpone Item until September 19, 2019.**

**Recuse:** 1 - Mr. Varela

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 5 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, and Chairman Holland

**4**                    **Variance - 1112 Varela Street (RE # 00032930-000000) -**  
A request for a variances to minimum open space and maximum impervious surface ratio requirement in order to remove the existing wood deck and replace with stone pavers on a property located within the Historic Medium Density Residential (HMDR) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

A motion was made by Mr. Browning, seconded by Mr. Russo, to postpone Item until September 19, 2019.

**5**                    **Variance - 1326 Grinnell Street (RE # 00039600-000000)**  
- A request for variances to the minimum rear yard setback and maximum building coverage requirements in order to construct an addition onto the principal structure and remove the existing brick patio pavers and one low wood decking on a property located within the Historic Medium Density Residential (HMDR) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance be Passed subject to the conditions set forth on the staff report. The motion carried by the following vote:

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-53

**New Business**

- 6**                    **Transient Unit & License Transfer - One (1) Unit & License assigned to 307 Elizabeth Street Unit 3 (RE# 00003690-000000) to 4 Key Cove Drive # 4 (RE# 00002410-000504)** - A request to transfer one transient unit & license from property located within the Historic Medium Density Residential (HMDR) zoning district to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

- 7**                    **Transient Unit & License Transfer - One (1) Unit & License assigned to 1213 Georgia Street Unit 3 (RE# 00035240-000000) to 5 Key Cove Drive #5 (RE# 00002410-000501)** - A request to transfer one transient unit & license from property located within the Historic Medium Density Residential (HMDR) zoning district to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

- 8**                    **Transient Unit & License Transfer - One (1) Unit & License assigned to 307 Elizabeth Street Unit 4 (RE# 00003690-000000) to 6 Key Cove Drive #6 (RE# 00002410-000506)** - A request to transfer one transient unit & license from property located within the Historic Medium Density Residential (HMDR) zoning district to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

- 9                    **Transient Unit & License Transfer - One (1) Unit & License assigned to 307 Elizabeth Street Unit 2 (RE#00003690-000000) to 7 Key Cove Drive #7 (RE# 00002410-000503)** - A request to transfer one transient unit & license from property located within the Historic Medium Density Residential (HMDR) zoning district to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

- 10                   **Transient Unit & License Transfer - One (1) Unit & License in unassigned status (previously 421 Simonton Street Unit 1; RE# 00006360-000000) to 8 Key Cove Drive #8 (RE# 00002410-000508)** - A request to transfer one transient unit & license from unassigned status to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

- 11                   **Transient Unit & License Transfer - One (1) Unit & License in unassigned status (previously 421 Simonton Street; RE# 00006360-000000) to 9 Key Cove Drive #9 (RE# 00002410-000509)** - A request to transfer one transient unit & license in unassigned status to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

**12**                                 **Transient Unit & License Transfer - One (1) Unit & License in unassigned status (previously 421 Simonton Street; RE# 00006360-000000) to 10 Key Cove Drive #10 (RE# 00002410-000510)** - A request to transfer one transient unit & license in unassigned status to property located within the Commercial General (CG) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to September 19, 2019.

**13**                                 **Variance - 1227 Washington Street (RE # 00041400-000000)** - A request for a variance to the minimum rear yard setback requirement in order to construct an addition onto the principal structure in the rear of the property that is located within the Historic Medium Density Residential (HMDR) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

A motion was made by Mr. Lloyd, seconded by Ms. Henderson, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance be Passed subject to the conditions set forth on the staff report. The motion carried by the following vote:

**No:** 2 - Mr. Browning, and Mr. Russo

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 4 - Ms. Henderson, Mr. Lloyd, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-54

14

**Variance - 2325 Harris Avenue (RE # 00048880-000000)**

- A request for a variance to the minimum front yard setback requirement in order to replace a portion of the existing roof with a new roof pitch and height, open roof arbor, and a decorative gable expanding upwards into the nonconformity on a property located within the Single Family Residential (SF) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Browning, seconded by Mr. Lloyd, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance be Passed subject to the conditions set forth on the staff report. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-55

15

**Alcohol Sales Exception - 707 Truman Avenue**

**(RE#00020360-000000)** - A request for special exception to the prohibition of alcoholic beverage sales within 300 feet of a church, school, cemetery or funeral property in order to serve beer, wine, and liquor to the guests of the hotel on property located within the Historic Neighborhood Commercial (HNC-1) and the Historic High Density Residential Zoning Districts pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that all the standards set forth in code Section 18-28 B (2) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Alcohol Sales Special Exception be Passed subject to the conditions set forth on the staff report. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-56

16

**Variance - 521 Thomas Street (Re# 00010110-000000) -**

A request for front yard setback, maximum allowed building coverage, accessory structure located within the required front yard, and an accessory use located within an adjacent parcel in order to construct a two-story structure chiller plant to be located within the Historic Public and Semipublic Services (HPS) Zoning District pursuant to the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that all the standards set forth in code Section 90-395(A) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Variance be Passed subject to the conditions set forth on the staff report. The motion carried by the following vote:**

**No:** 1 - Mr. Browning

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 5 - Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-57

17

**Minor Development Plan, and Landscape Waiver - 521 Thomas Street (RE# 00010110-000000) -**

A request for a Minor Development Plan, and Landscape Waiver approval for the construction of a two-story structure chiller plant use to be located within the Historic Public and Semipublic Services (HPS) Zoning District pursuant to the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Planning Resolution be Passed. The motion carried by the following vote:**

**No:** 1 - Mr. Browning

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 5 - Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-58



18

**Conditional Use - 1314 Simonton (RE# 00035990-000000)** - A request for a conditional use to allow for a restaurant within a mobile food truck on property located within the Historic Commercial Tourist (HCT) Zoning District pursuant to the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Browning, seconded by Mr. Russo, that the Board finds that Applicant’s proposed conditional use demonstrates all the requirements of the Code Section 122-62(C) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Application be granted. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-59

19

**Minor Development Plan - 2308 North Roosevelt Boulevard (RE # 00065710-000000)** - A request for minor development plan approval to allow for the construction of a single-story commercial structure on a parcel located in the General Commercial (CG) zoning district pursuant to Chapter 108, Article II, Division 3, Section 108-91 B. 1. (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Mr. Lloyd, seconded by Mr. Browning, that the that the Planning Resolution be Passed. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-60

20

**Conditional Use - 417 Southard Street (RE # 00010040-000000)** - A request for conditional use approval to allow for a bar and lounge use on a parcel located within the Historic Residential Commercial Core Duval Street Gulfside (HRCC-1) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Board finds that Applicant's proposed conditional use demonstrates all the requirements of the Code Section 122-62(C) have been met by the Applicant, that the Applicant has demonstrated a "Good Neighbor Policy" and that the Application be granted. The motion carried by the following vote:

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Ms. Henderson, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2019-61

21

**Building Permit Allocation System (BPAS) Annual Report** - Presentation of the tracking and monitoring requirements as required by Section 108-995 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Received and Filed

**Reports**

**Public Comments**

**Board Comments**

**Adjournment at 7:01 PM.**