



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, October 15, 2020

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.**

**You may attend/participate virtually by telephoning 646-558-8656, Meeting ID 976 3147 1665, Passcode 626106 or via online at:  
<https://zoom.us/j/97631471665> Passcode 626106**

**Call Meeting To Order - 5:01 PM**

#### Roll Call

**Absent** 2 - Ms. Henderson, and Mr. Varela

**Present** 5 - Ms. Brew, Mr. Browning, Vice Chair Gilleran, Mr. Lloyd, and Chairman Holland

#### Pledge of Allegiance to the Flag

**Approval of Agenda - The agenda was approved unanimously as amended.**

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

#### Approval of Minutes

1 September 17, 2020

A motion was made by Mr. Michael Browning, seconded by Vice Chair Jim Gilleran, that the Minutes be Approved. The motion passed by an unanimous vote.

**Old Business**

- 2**                    **Request for Postponement by Applicant:  
Transient License Transfer - One (1) license in  
Unassigned Status to 536 Fleming Street (RE#  
00009440-000000)** - A request to transfer one (1) transient  
license in unassigned status at Key Cove Drive to property  
located within the Historic Neighborhood Commercial  
(HNC-1) zoning district pursuant to Sections 122-776 and  
122-1338 of the Land Development Regulations of the  
Code of Ordinances of the City of Key West, Florida.  
  
Postponed to November 19, 2020
- 3**                    **Request for Postponement by Staff: Amendment to  
Conditional Use - 318-324 Petronia Street; 802-806  
Whitehead Street; and 809-811 Terry Lane - (RE#  
00014010-000000; 00014050-000000;  
00014060-000000)** -A request for an amendment to a  
conditional use approval for a restaurant on property located  
within the Historic Neighborhood Commercial-Bahama  
Village Commercial Core (HNC-3) and the Historic Medium  
Density Residential (HMDR) Zoning Districts pursuant to  
Sections 122-62, and 122-868 (9) of the Code of  
Ordinances of the City of Key West, Florida.  
  
Postponed to November 19, 2020
- 4**                    **Request for Postponement by Staff:  
Variance - 111 Olivia Street - (RE# 00014720-000000) -**  
A request for variances to the maximum building coverage,  
maximum impervious surface, minimum open space,  
minimum required off-street parking spaces (standard and  
ADA), for property located within the Historic Neighborhood  
Commercial (HNC-3) Zoning District pursuant to Sections  
90-395, 122-870 (4)(a), 122-870(4)(b), 108-346(b), and  
108-650(7) of the Land Development Regulations of the  
Code of Ordinances of the City of Key West, Florida.  
  
Postponed to November 19, 2020

**5**                                **Request for Postponement by Staff:  
Major Development Plan, Conditional Use &  
Landscape Waivers - 111 Olivia Street (RE  
#00014720-000000)** - A request for major development plan, conditional use and landscape waiver approvals for the construction of a 9,496 square foot two story community center with a commercial kitchen, a computer lab, a music room, a sound studio, a main hall assembly space, classrooms, and offices on property located within the Historic Neighborhood Commercial (HNC-3) Zoning District pursuant to Sections 108-91.A.2 (b), 108-517, 122-62 and 122-868 (2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Postponed to November 19, 2020

**6**                                **Request for Postponement by Staff: Amendment to a Major Development Plan and Conditional Use - 951 Caroline Street - (RE# 00002970-000000)** - A request to amend a parking agreement for a Major Development Plan and Conditional Use approval on property located within the Key West Bight (HRCC-2) Zoning District per Sections 108-91 C.3 and 122-62 of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Postponed to November 19, 2020

**7**                                **After-the-Fact Variance - 3222 Riviera Drive - (RE# 00069440-000000)** - A request for after-the-fact variances for the maximum building coverage, maximum impervious surface, minimum open space, and minimum side yard setback requirements in order to allow an after-the-fact accessory structure on property located within the Single Family (SF) Zoning District pursuant to Sections 90-395, 122-238 (4) (a), 122-238 (4) (b) (1), 122-238 (6) (a) (2), and 108-346 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**A motion was made by Vice Chair Gilleran, seconded by Ms. Brew, that 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 Granted with the Planning Board conditions as outlined to the staff report. The motion carried by the following vote:**

**No:** 1 - Mr. Lloyd

**Absent:** 2 - Ms. Henderson, and Mr. Varela

**Yes:** 4 - Ms. Brew, Mr. Browning, Vice Chair Gilleran, and Chairman Holland

Enactment No: PB Res 2020-34

**8**                                **Request for Postponement by Applicant: Conditional Use Amendment- 501 Greene Street (RE# 00000520-000000)** - A request for an amendment to a conditional use to allow outdoor amplified music on a parcel located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Section 18-57, Section 26-192 and 122-62 of the Code of Ordinances of the City of Key West, Florida.

**Postponed to November 19, 2020**

**9 Request for Postponement by Applicant:  
Variance - 1211 Knowles Lane (RE# 00033760-000000)**  
- A request for a variance to convert a historic cistern into an accessory in-ground swimming pool structure in the minimum side setback and the minimum rear setback of the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (6) b., 122-600 (6) c.  
**Postponed to November 10, 2020**

**10 Text Amendment of the Land Development Regulations - 1900 North Roosevelt Boulevard (RE# 00051820-000000) and 1910 North Roosevelt Boulevard (RE# 00051840-000000)** - A Resolution of the City of Key West Planning Board recommending an Ordinance to the City Commission amending Chapter 108 of the Land Development Regulations, Chapter 108 entitled "Planning and Development", Article VII, entitled "Off-Street Parking and Loading", Division 2 entitled "Regulations For Required Spaces", to Section 108-572 to amend the schedule of off-street parking requirements by use by adding an 18th use entitled Self-Storage with a minimum number of parking space, 1 space per 50 storage units, plus 1 space for employee parking pursuant to Sections 90-520, 108-572, 122-420 (2), 122-1151 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 for discussion, that the Text Amendment be Denied. After discussion Mr. Browning withdrew his second, then the motion was seconded by Ms. Brew. The motion passed to deny by the following vote:**

**No:** 2 - Mr. Browning, and Vice Chair Gilleran

**Absent:** 2 - Ms. Henderson, and Mr. Varela

**Yes:** 3 - Ms. Brew, Mr. Lloyd, and Chairman Holland

Enactment No: PB Res 2020-35

**New Business**

- 11                    **Variance - 1020 Margaret Street (RE# 00030490-000000)** - A request for a variance to the minimum front setback and the minimum rear setback for a minor development plan to renovate two existing historic single-family structures and construct three new single-family structures in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (6) a., and 122-600 (6) c.
- Postponed to November 19, 2020**
- 12                    **Minor Development Plan and Landscape waiver - 1020 Margaret Street (RE# 00030490-000000)** - A request for approval of a minor development plan to renovate two existing historic single-family structures and construct three new single-family structures, as well as installing an inground pool and a paved parking lot in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 108-91, 108-517, 122-596, and 122-597 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.
- Postponed to November 19, 2020**

13

**Variance - 13 Hilton Haven Drive (RE# 00001870-000000) -** A request for variances to the maximum allowed building coverage, maximum impervious surface ratio, minimum open space ratio, coastal construction control line, wetland buffer zone, landscaping, and minimum front yard setback requirements in order to construct a single-family residence on property located within the Medium Density Residential (MDR) and the Conservation-Outstanding Waters of the State (C-OW) Zoning Districts pursuant to Sections 90-395, 122-270 (4) (a).1, 122-270 (b) (2), 108-346 (b), 122-1148 (a) (2), 110-91, 110-91(b), 108-412 (a), and 122-270 (6)(a).1 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

A motion was made by Vice Chair Gilleran, 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 Granted with Planning Staff conditions as outlined in the staff report with an amendment to #1 condition (strike the last sentence “No approval granted for any other work or improvements shown on the plans other than for the construction of the one-story single-family residence”) and #5 condition be stricken. The motion carried by the following vote:

**No:** 1 - Chairman Holland

**Absent:** 2 - Ms. Henderson, and Mr. Varela

**Yes:** 4 - Ms. Brew, Mr. Browning, Vice Chair Gilleran, and Mr. Lloyd

Enactment No: PB Resolution 2020-36

14

**After-the-Fact Variance - 819 White Street (RE# 00024890-000000) -** A request for an after-the-fact variance to construct a covered porch within the street-side setback and a variance to increase the maximum allowed building coverage on a property located in the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (4) a., 122-600 (6) d.

A motion was made by Mr. Browning, seconded by Ms. Brew, 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 Granted with Planning Staff conditions as outlined in the staff report. The motion carried by the following vote:

**Absent:** 2 - Ms. Henderson, and Mr. Varela

**Yes:** 5 - Ms. Brew, Mr. Browning, Vice Chair Gilleran, Mr. Lloyd, and Chairman Holland

Enactment No: PB Resolution 2020-37

15

Variance - 3749 Duck Avenue (RE# 00054160-000000) - A request for a variance to the minimum rear yard setback for the construction of a second single-family structure in the rear of a property located in the Single-Family (SF) zoning district pursuant to Section 90-395 and Section 122-238 (6) a. 3.

A motion was made by Ms. Brew, 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 Granted with Planning Staff conditions as outlined in the staff report. The motion carried by the following vote:

**Absent:** 2 - Ms. Henderson, and Mr. Varela

**Yes:** 5 - Ms. Brew, Mr. Browning, Vice Chair Gilleran, Mr. Lloyd, and Chairman Holland

Enactment No: PB Resolution 2020-38

16

**Request for Postponement by Applicant: Variance - 1309 20th Terrace (RE# 00055320-000000)** - A request for variances to the minimum side and front yard setback requirements in order to convert an existing carport into habitable space on property located within the Single Family (SF) Zoning District pursuant to Sections 90-395, 122-238 (6) (1), and 122-238 (6) (2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Postponed to November 19, 2020**

## Reports

## Public Comments

## Board Member Comments



**Adjournment 7:20 PM**