



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, May 21, 2026

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 - 5:00 P.M.

Roll Call

Absent 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty

Present 4 - Ms. Compton, Mr. Garcia, Mr. Varela, and Mr. Warren

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as amended.

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 April 16, 2026

Attachments: [Minutes](#)

A motion was made by Mr. Wayne Garcia, seconded by Ms. Compton, that the Minutes be Approved. The motion passed by unanimous vote.

Old Business

2

Variance - 325 Duval Street, Rear (RE# 00004320-000000) An after-the-fact request for a variance from the required parking standards associated with the construction of an outdoor bar, commercial floor area, and associated consumption area at a property located in the Historic Residential Commercial Core-1 (HRCC-1) zoning district, pursuant to Sections 90-395 and 108-572 through 108-574 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Planning Packet](#)
[Noticing Packet](#)

Postponed to June 18, 2026

3

Minor Development Plan and Conditional Use - 325 Duval Street, Rear (RE# 00004320-000000) An after-the-fact request for a minor development plan and conditional use to allow the construction of an outdoor bar, live music area, and associated seating at a property located in the Historic Residential Commercial Core-1 (HRCC-1) zoning district, pursuant to Sections 108-91, 122-62, and 122-688 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution](#)
[Planning Packet](#)
[Noticing Packet for 325 Duval](#)
[Comments - Keys Energy](#)
[Comments - Utilities](#)
[DRC MTC 1-22-2026](#)
[BHHS Letter of Support](#)
[Old Island Restoration Support](#)
[Woman's Club Letter of Support](#)
[Old Town Manor - Letter of Support](#)
[J Davidson Letter Against](#)
[Simonton Court Letter Against](#)

Postponed to June 18, 2026

New Business

4

Alcohol Sales Special Exception - 418 Eaton Street (RE# 00006580-000000) A request for a special exception to allow the sale of alcohol in conjunction with a proposed café (restaurant) use at a property located in the Historic Residential Commercial Core-1 (HRCC-1) zoning district, pursuant to Section 18-28 of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report](#)
 [Draft Resolution](#)
 [Planning Packet](#)
 [Noticing Packet](#)

A motion was made by Ms. Compton, seconded by Mr. Garcia, 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 Granted subject to conditions as outlined in the Staff Report. The motion carried by the following vote:

- Absent:** 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty
Yes: 4 - Ms. Compton, Mr. Garcia, Vice Chair Varela, and Mr. Warren
 Enactment No: PB Resolution 2026-13

5

Conditional Use - 604 Whitehead Street (RE# 00012950-000000) - A request for a Conditional Use to allow the operation of a museum (cultural and civic activity) at a property located in the Historic Residential Office (HRO) zoning district, pursuant to Sections 122-926 and 122-62 of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report](#)
 [Draft Resolution](#)
 [Planning Packet](#)
 [Noticing Packet](#)
 [MTC Comments](#)
 [KEYS Energy Comments](#)

A motion was made by Ms. Compton, seconded by Mr. Warren, that the Board finds the Applicant's proposed conditional use demonstrates all of the requirements of code Section 122-62(c) and that the Application be approved subject to conditions as outlined in the Staff Report. The motion carried by the following vote:

Absent: 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty

Yes: 4 - Ms. Compton, Mr. Garcia, Vice Chair Varela, and Mr. Warren

Enactment No: PB Resolution 2026-14

6

Variance - 3632 Sunrise Drive (RE# 00071670-000000)

A request for a variance from the maximum building coverage and maximum impervious surface requirements to allow an addition to an existing residential property located in the Single-Family (SF) zoning district, pursuant to Sections 90-395 and 122-238 of the Code of Ordinances of the City of Key West, Florida.

- Attachments:
- [Staff Report](#)
 - [Draft Resolution - Approval](#)
 - [Draft Resolution - Denial](#)
 - [Planning Packet](#)
 - [Noticing Packet](#)

A motion was made by Ms. Compton, seconded by Mr. Garcia, 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 (exception) be Granted subject to the conditions as outlined in the Staff Report. The motion carried by the following vote:

Absent: 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty

Yes: 4 - Ms. Compton, Mr. Garcia, Vice Chair Varela, and Mr. Warren

Enactment No: PB Resolution 2026-15

7

Variance - 907 Virginia Street (RE# 00031000-000100) A request for a variance from the maximum building coverage, maximum impervious surface, minimum open space, minimum rear yard setback, minimum side yard (street side) setback, and minimum front yard setback requirements to allow the addition of a covered porch to an existing residential property located in the Historic Medium Density Residential (HMDR) zoning district, pursuant to Sections 90-395 and 122-600 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution - Approval](#)
[Draft Resolution - Denial](#)
[Planning Packet](#)
[Noticing Packet](#)
[Letter of Support - Shaw and Bell](#)
[Letter of Support - Cespedes](#)
[Letter of Support - Maureen and Mark](#)

A motion was made by Mr. Warren, seconded by Ms. Compton, 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 (exception) be Granted subject to the conditions as outlined in the Staff Report. The motion carried by the following vote:

Absent: 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty

Yes: 4 - Ms. Compton, Mr. Garcia, Vice Chair Varela, and Mr. Warren

Enactment No: PB Resolution 2026-16

- 8 **Development Plan and Conditional Use - 1 Whitehead Street (RE# 00072082-001900)** A request for a Minor Development Plan and Conditional Use to allow improvements associated with an existing aquarium (cultural and civic) use, including the construction of approximately 1,200 square feet of over-water decking and a wave attenuator system over submerged lands, at property located at 1 Whitehead Street within the Historic Public and Semipublic (HPS) zoning district, pursuant to Sections 108-91 and 122-62 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
 [Draft Resolution](#)
 [Planning Packet *Large File*](#)
 [Noticing Packet](#)
 [MTC Comments](#)
 [KEYS Energy Comments](#)

Postponed to June 18, 2026

- 9 **Final Determination of Award - Year 13 Building Permit Allocation System (BPAS)** A determination of award for Year 13 Building Permit Allocation System (BPAS) applications, pursuant to Sections 108-995 and 108-997 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
 [Draft Resolution](#)
 [533 Whitehead Market Rate Planning Package](#)
 [1111 Eaton Affordable Rate Planning Package](#)
 [1111 Eaton Market Rate Planning Package](#)
 [Final Year 13 Spreadsheet](#)

A motion was made by Ms. Compton, seconded by Mr. Garcia, that the Planning Resolution be Approved. The motion carried by the following vote:

Absent: 3 - Mr. Browning, Mr. Wiggins, and Chairman Batty

Yes: 4 - Ms. Compton, Mr. Garcia, Vice Chair Varela, and Mr. Warren

Enactment No: PB Resolution 2026-17

10

After-the-Fact Variance - 1224 2nd Street (RE# 00031000-000100) An after-the-fact request for a variance from the minimum side yard setback, minimum street side setback, minimum rear yard setback, and minimum front yard setback requirements to allow two elevated decks and the replacement of two front porch roofs at a property located in the Medium Density Residential (MDR) zoning district, pursuant to Sections 90-395 and 122-270 of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
[Draft Resolution - Approval](#)
[Draft Resolution - Denial](#)
[Planning Packet " Large File"](#)
[Noticing Packet](#)

Postponed to June 18, 2026

Reports

Public Comment

Board Member Comment

Adjournment - 5:37 P.M.