



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, November 17, 2022

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: Individuals are responsible to share their presentation at the meeting on their laptop through Zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

Call Meeting To Order - 5:00 P.M.

Roll Call

Absent 2 - Mr. Browning, and Ms. Henderson

Present 5 - Vice Chair Gilleran, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as presented.

Administering the Oath by the Clerk of the Board

Approval of Minutes

1 September 15, 2022

Attachments: [Minutes](#)

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

2 October 25, 2022

Attachments: [Minutes](#)

A motion was made by Mr. Russo, seconded by Mr. Varela, that the Minutes be Approved. The motion passed by unanimous vote.

Action Items

3 **Approve Proposed 2023 Meeting Dates**

Attachments: [2023 Proposed Planning Meeting Dates](#)

A motion was made by Vice Chair Gilleran, seconded by Mr. Lloyd, that the Action Item be Approved. The motion passed by unanimous vote.

Old Business

4 **Variance - 601 Truman Avenue (RE# 00017270-000000) - A request for a variance to the maximum allowed impervious area, minimum open space, maximum building coverage, minimum side and rear setbacks, minimum parking spaces and size of spaces for a property located within the Historic Neighborhood Commercial-1 (HNC-1) zoning district pursuant to Section 90-395 and Section 108-572 (16), of the City of Key West Land Development Regulations.**

Attachments: [Noticing Package 11.17.22](#)
[Staff Report 08.18.22](#)
[Planning Package 06.16.22](#)
[FDEP Environmental Statement & Memo from Applicant](#)
[Applicant's Presentation 8.18.2022](#)
[Staff Report 7.21.22](#)
[Applicant's Presentation 7.21.22](#)
[Noticing Package](#)
[Staff Report 6.16.22](#)
[601 Truman-Revisions to Phasing Memo-Pkg-Submission Receipt-05.24.22](#)

Postponed to March 16, 2023

5

Alcohol Sales Special Exception - 601 Truman Avenue (RE# 00017270-000000) - A request for approval for special exception to allow the sale of beer and wine at a restaurant to be located in the Historic Neighborhood Commercial - 1 (HNC-1) zoning district pursuant to Sections 18-27 and 18-28 of the City of Key West Land Development Regulations.

Attachments:

[Noticing Package 11.17.22](#)

[Staff Report 08.18.22](#)

[Planning Package 06.16.22](#)

[Applicant's Presentation 8.18.22](#)

[Requested Revisions to Conditions-Submission-07.18.2022](#)

[Presentation from Applicant 7.21.22](#)

[Letter from Neighboring Church](#)

[Staff Report 6.16.22](#)

[Noticing Package](#)

Postponed to March 16, 2023

6

Major Development Plan, Conditional Use & Landscape Waiver - 601 Truman Avenue and 919 Simonton Street (RE# 00017270-000000) - A request for approval of a major development plan, a conditional use for a restaurant and modification of a deemed conditional use for small recreation power-driven equipment rentals, and a landscape waiver for a mixed use development located at 601 Truman Avenue and 919 Simonton Street in the Historic Neighborhood Commercial - 1 (HNC-1) zoning district pursuant to Sections 108-91.A.2(b), 108-517, 122-62, 18-355 and 122-808 of the City of Key West Land Development Regulations.

Attachments: [Noticing Package 11.17.22](#)
[Staff Report 08.18.22](#)
[Planning Package 06.16.22](#)
[Noticing Package 8.18.22](#)
[Applicant's Presentation 8.18.22](#)
[Applicant's Presentation 7.21.22](#)
[Staff Report 7.21.22](#)
[Applicant's Requested Revision to Conditions - 7.19.22](#)
[Applicant's Requested Revision to Condition - 7.20.22](#)
[FDEP Environmental Statement & Memo from Applicant](#)
[Noticing Package](#)
[Staff Report 6.16.22](#)
[Revised Phasing Memo](#)
[Phasing Memo Communications](#)
[Applicant's DRC Response Memo \(1\)](#)
[Applicant's DRC Response Memo \(2\)](#)
[601 Truman-Revisions to Phasing Memo-Pkg-Submission Receipt-05.24.22](#)
[Keys Energy Comments](#)
[GIS Administrator Comments](#)
[DRC Utilities Comments revised 2021 JUNE](#)
[Floodplain Revised Comments](#)

Postponed to March 16, 2023

New Business

7 **Minor Development Plan - 1801 White Street (RE# 00059570-000000)** - A request for the approval of a minor development plan to construct a new modular unit replacing an existing clinic building on property located in the Public and Semi-Public Services (PS) zoning district pursuant to Section 108-91 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report 11.17.22](#)
 [Planning Package 11.17.22](#)
 [Noticing Package 11.17.22](#)
 [Planning Package 8.25.22](#)
 [Sec 108 Landscape Report](#)
 [Engineering Department Comments](#)
 [Comments from Keys Energy](#)

A motion was made by Mr. Lloyd, seconded by Mr. Russo, that the Planning Resolution be Approved with all conditions as outlined in the Staff Report. The motion carried by the following vote:

Absent: 2 - Mr. Browning, and Ms. Henderson

Yes: 5 - Vice Chair Gilleran, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-56

8 **Transfer of a Transient Unit License** - A request to transfer one (1) transient unit license to a property located at 430 Fleming Street (RE# 00009850-000000) the receiver site. The receiver site is located within the Historic Residential Commercial Core- 1 (HRCC-1) Duval Street Gulfside zoning district. The sender site license is located at 529 Eaton Street (RE# 00004140-000000). The sender site is located within the Historic Neighborhood Commercial Truman/Simonton (HNC-1) zoning district, pursuant to Sections 122-1342 and 122-1339 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Staff Report 11.17.22](#)
 [Noticing Package 11.17.22](#)
 [Planning Package 11.17.22](#)
 [Planning Package 9.22.22](#)
 [Letter of Support](#)
 [Letter of Support - 411 Elizabeth Street](#)

A motion was made by Mr. Varela, seconded by Mr. Russo, that the Planning Resolution be Approved without any conditions. The motion carried by the following vote:

- Absent:** 2 - Mr. Browning, and Ms. Henderson
- Yes:** 5 - Vice Chair Gilleran, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-57

- 9 **Major Development Plan and Landscape Waiver - 918 Fort Street (RE# 00001630-000801)** - A request for approval of a major development plan and landscape waiver for the construction of 126 affordable housing residential units on property located within the Historic Neighborhood Commercial 4 - Bahama Village Truman Waterfront (HNC-4) zoning district pursuant to Chapter 108, Article III through IX 122-1467 and 122-872(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package 11.17.22](#)
[Noticing Package 11.17.22](#)
[918 Fort Landscape plan approval 11-8-22](#)
[Landscape Concept Approval Letter 10-4-22](#)
[Planning Package - DRC](#)
[Multimodal Transportation Comments](#)
[Utilities Comments](#)
[Keys Energy Comments](#)
[Engineering Comments](#)
[Public Comment Chris Hamilton](#)

Postponed to December 15, 2022

10

Variance - 10 Lowes Lane (RE# 00007530-000000) - A request for a variance to the minimum required front, side, and rear setbacks, and the minimum required open space in order to remodel an existing single-family home on a parcel located within the Historic High Density Residential (HHDR) zoning district pursuant to Section 90-395, 122-630(6)a., 122-630(6)b., 122-630(6)c., and 108-346(b) of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Staff Report 11.17.22](#)
[Planning Package 11.17.22](#)
[Noticing Package 11.17.22](#)
[1009 Southard Street Statement 11.10.2022](#)
[1009 Southard Street Statement 11.11.2022](#)
[1009 Southard Street Statement 11.14.2022](#)
[Request for Postponement](#)
[1013 Southard Street Objection 11.14.2022](#)
[1017 Southard Street Objection Comments 11.21.2022](#)
[1017 Southard Street Statement 11.21.2022](#)

Postponed to December 15, 2022

11

Variance - 610 Duval Street (RE# 00012600-000000) - A request for variances to side setback, building coverage, parking, and open space requirements to build a single-family structure on property located in the Historic Residential Commercial Core - 1 Duval Street Gulfside zoning district, pursuant to Sections 90-395, 108-573, 108-575, 122-690(4), 122-690(6), and 108-346(b) of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Staff Report 11.17.22](#)
 [Planning Package 11.17.22](#)
 [Noticing Package 11.17.22](#)

A motion was made by Mr. Lloyd, seconded by Mr. Varela, 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 only condition #1 as outlined in the Staff Report and striking condition #2 . The motion carried by the following vote:

Absent: 2 - Mr. Browning, and Ms. Henderson

Yes: 5 - Vice Chair Gilleran, Mr. Lloyd, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-58

Reports

Public Comment

Board Member Comments

Adjournment - 6:20 P.M.