



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, January 20, 2022

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.

**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 - 5:04 P.M.**

#### Roll Call

**Absent** 2 - Vice Chair Gilleran, and Mr. Varela

**Present** 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Chairman Holland

#### 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 December 16, 2021

Attachments: [Minutes](#)

A motion was made by Ms. Henderson, seconded by Ms. Brew, that the Minutes be Approved. The motion passed by unanimous vote.

#### New Business

2

**Variance - 111 Olivia Street (RE# 00014720-000000) - A** request for variances to the maximum building coverage, maximum impervious surface, minimum open space, and rear setback 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, 122-870(6)c, 108-346(b), of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**     [Staff Report](#)  
                                 [Planning Package](#)  
                                 [Noticing Package](#)  
                                 [2022.01.17 Final Planning Set](#)

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

**Absent:** 2 - Vice Chair Gilleran, and Mr. Varela

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

Enactment No: PB Resolution 2022-001

3

**Major Development Plan, Conditional Use, & Landscape Waiver - 111 Olivia Street (RE# 00014720-000000)** - A request for approval of a major development plan, conditional use, and landscape waiver to demolish 6,114 square feet of building attached to Frederick Douglass Gymnasium and construct a new 9,587 square foot Community Center in 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.

**Attachments:**     [Staff Report](#)  
                              [Planning Package](#)  
                              [Utilities Comments](#)  
                              [Keys Energy Comments](#)  
                              [Floodplain Comments](#)  
                              [Engineering Comments](#)  
                              [Noticing Package](#)  
                              [2022.01.17 Final Planning Set](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Browning, that the Major Development be Approved. The motion carried by the following vote:**

**Absent:** 2 - Vice Chair Gilleran, and Mr. Varela

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

Enactment No: PB Resolution 2022-002

**4 Variance- 719 Bakers Lane (RE# 00011660-000000) -**  
Variance request for exceeding the required front and rear setbacks for a new two-story single family residence in the Historic High Density Residential (HHDR) zoning district pursuant to Sections 122-630(6)a. and 122-630(6)c. of the City of Key West Land Development Regulations.

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

**A motion was made by Ms. Henderson, seconded by Mr. Browning, 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 (exception) be Granted subject to the conditions as outlined in the Staff Report and with the added conditions that sprinklers are installed on the property and no pool shall be built without specific approval by the Fire Marshal. The motion carried by the following vote:**

**Absent:** 2 - Vice Chair Gilleran, and Mr. Varela

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

Enactment No: PB Resolution 2022-003

5

**Alcohol Sales Special Exception - 1202 - 1206 White Street (RE# 00033010-000000) - A request for a special exception to add the sale of beer and wine in package form at an existing market in the Historic Neighborhood Commercial - 1 (HNC-1) zoning district pursuant to Sections 18-27 and 18-28 of the City of Key West Code of Ordinances.**

- Attachments:**
- [Staff Report](#)
  - [Planning Package](#)
  - [Noticing Package](#)
  - [Objection - Wheeler](#)
  - [Letter of Support - Plotkin](#)
  - [Letter of Support - Brock](#)
  - [Letter of Support - Lee](#)
  - [Letter of Support - Shanker](#)
  - [Letter of Support - Smith](#)
  - [Letter of Support - Steven](#)
  - [Letter of Support - Harper](#)
  - [Public Comment - Signatures of Support](#)
  - [Letter of Objection - Wheeler \(2\)](#)
  - [Objection - Smith Williams](#)
  - [Objection - Crowley](#)
  - [Objection - Camarotti](#)
  - [Objection - Kruse](#)
  - [McChesney Correspondence](#)

**A motion was made by Mr. Lloyd, seconded by Ms. Brew, 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 with an added condition to limit the sale of alcohol to the existing butcher shop location only. The motion carried by the following vote:**

**Absent:** 2 - Vice Chair Gilleran, and Mr. Varela

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

Enactment No: PB Resolution 2022-004

**6**                                    **Text amendment of the Land Development Regulations** - A resolution of the City of Key West Planning Board recommending an ordinance to the City Commission to amend Chapter 108 of the Land Development Regulations, Article X “Building Permit Allocation System”, to clarify existing and proposed provisions; Providing for concurrent and conditional adoption upon final adoption of Comprehensive Plan amendments; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

- Attachments:    [Staff Report](#)  
                                  [Ordinance](#)  
                                  [PB RES 2021-36 Comp Plan Text Amendment BPAS](#)  
                                  [PB RES 2021-37 LDR Text Amendment BPAS](#)

**A motion was made by Mr. Lloyd, seconded by Ms. Brew, that the Text Amendment to the Land Regulations be Approved. The motion carried by the following vote:**

- Absent:** 2 - Vice Chair Gilleran, and Mr. Varela  
**Yes:** 5 - Ms. Brew, Mr. Browning, Ms. Henderson, Mr. Lloyd, and Chairman Holland  
Enactment No: PB Resolution 2022-005

**Discussion Items**

**7**                                    **Duties of Planning Board Members**

Withdrawn

**Reports**

**Public Comment**

**Board Member Comments**

**Adjournment - 6:28 P.M.**