



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Development Review Committee

Thursday, October 26, 2023

10:00 AM

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 - 10:00 A.M.

Roll Call

Absent 4 - Flores, Mr. McDowell, Mr. Ramsingh, and Mr. Smith

Present 8 - Mr. Berger, Ms. DeMaria, Ms. Halloran, Ms. Ignoffo, Mr. Stachurski, Ms. Torregrosa, Mr. Turner, and Mr. Willman

Pledge of Allegiance to the Flag

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

Approval of Minutes

1 September 28, 2023

Attachments: [Minutes](#)

A motion was made by Enid Torregrosa, seconded by Karen DeMaria to approve the Minutes. The motion passed unanimously.

Action Items

2 2024 Proposed Meeting Dates

Attachments: [2024 Proposed Meeting Dates](#)

A motion was made by Enid Torregrosa, seconded by Matt Willman, to approve the proposed 2024 DRC Meeting Dates. The motion passed unanimously.

Discussion Items

3 Vacation of City Property (RE# 00037160-000100; 00037230-000100) - An application for Vacation of City Right-of-Way for platted alleyways on the blocks generally bound by Seminole Avenue, Waddell Avenue, Alberta Street, and Reynolds Street per Chapter 90 Article VII of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Planning Package](#)
 [Utilities Comments Oct 2023](#)
 [Urban Forester Comments](#)
 [Keys Energy Comments](#)
 [Utilities Comments](#)
 [Utilities GIS Administrator Comments](#)

A motion was made by Elizabeth Ignoffo, seconded by Matt Willman, to approve the vacation of the public Right of Way and the applicant’s proposed contract with Keys Energy, with the conditions that a utilities easement be developed prior to this item going before City Commission and that the applicant continues to coordinate with HARC and Urban Forestry staff.

No: 2 - Madam Chair Halloran, and Ms. Torregrosa

Absent: 4 - Ms. Flores, Mr. McDowell, Mr. Ramsingh, and Mr. Smith

Yes: 6 - Berger, Ms. DeMaria, Ms. Ignoffo, Mr. Stachurski, Mr. Turner, and Mr. Willman

4 Easement - 423 Front St (RE# 00000160-000000) - A request for an easement for existing encroachments of a two-story structure, consisting of approximately 625 square feet, more or less, at a property located at 423 Front St within the Historic Residential Commercial Core - 1 (HRCC), pursuant to Section 2-938(b)(3) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:** [Planning Package](#)
 [Keys Energy Comments](#)
 [Utilities Comments](#)

Discussed

Reports

Adjournment - 10:39 A.M.