



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, June 17, 2021

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.**

**Call Meeting To Order - 5:02 P.M.**

#### Roll Call

**Absent** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

**Present** 4 - Ms. Brew, Vice Chair Gilleran, Mr. Lloyd, and Mr. Varela

#### 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 May 20, 2021

**Attachments:** [Minutes](#)

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

#### Old Business

2

**Text Amendment of the Comprehensive Plan - A**  
Resolution of the City of Key West Planning Board recommending an Ordinance to the City Commission replacing Appendix C: City of Key West Water Supply Facilities Work Plan, as well as amending Comprehensive Plan sections - Chapter 1: Future Land Use Element Objectives 1-1.7 and 1-1.12, and Policies 1.1.12.6, 1.1.12.7 and 1.1.12.8; Chapter 4: Public Facilities Element Objectives 4-1.2, and Policies 4-1.2.1 and 4-1.2.2; Chapter 5: Coastal Management Element Policy 5-1.2.2; Chapter 6: Conservation Element Policies 6-1.2.5, 6-1.2.8, 6-1.2.9, 6-1.2.11, 6-1.2.12, 6-1.2.14 and 6-1.2.19; Chapter 8: Intergovernmental Coordination Element Policies 8-1.3.5 and 8-1.3.7; and Chapter 9: Capital Improvements Element Policies 9-1.6.1, 9-4.1.1 and 9-4.1.3. as well as amendments to the section entitled, Data and Analysis, Chapter 5, Section 5.2 Potable Water.

**Attachments:**     [Staff Report](#)  
                                 [Key West Water Supply Plan - Clean](#)  
                                 [Key West Water Supply Plan - Strikethrough Underline](#)

**Postponed Indefinitely**

3

**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.

**Attachments:**    [Staff Report](#)  
[Planning Package](#)  
[\\*Large File\\* Noticing Package](#)  
[Staff Presentation](#)  
[2.18.21 Noticing Package](#)  
[6.17.21 Noticing Package](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Varela, 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:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

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

Enactment No: PB Resolution 2021-25

4

**Minor Development Plan and Landscape Waiver - 1020 Margaret Street (RE# 00030490-000000)** - A request for approval of a minor development plan to renovate an existing historic single-family structure 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 and a request for approval to pay a fee-in-lieu to comply with the City of Key West's Workforce Housing ordinance pursuant to Sections 108-91, 108-517, 122-596, 122-597, and Section 122-1467(1)(a) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**    [Staff Report](#)  
[Planning Package](#)  
[\\*Large File\\* Noticing Package](#)  
[2.18.21 Noticing Package](#)  
[6.17.21 Noticing Package](#)

**A motion was made by Mr. Lloyd, seconded by Ms. Brew, that the item be Postponed to July 15, 2021. The motion carried by the following vote:**

**Absent:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

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

5

**Variance - 1115 Grinnell Street (RE# 00031810-000000)**

- A request for variances to the maximum building coverage, maximum impervious surface, and minimum open space requirements in order to construct a rear addition on property located within the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (4) a., 122-600 (4) b., and 108-346 (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**    [Staff Report](#)  
                              [Package](#)  
                              [Noticing Package](#)  
                              [Letter of Objection - Willis](#)

**Postponed to July 15, 2021**

**New Business**

6

**Conditional Use Amendment - 112 Fitzpatrick Street (RE# 00000650-000000)** - A request for a revision to a conditional use approval to alter the conditions of Planning Board Resolution 2010-014 to allow the change of rental vehicles types and the overall reduction of rental vehicles permitted at the property in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Sections 122-62 and 122-688 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

**A motion was made by Mr. Lloyd, seconded by Mr. Varela, that 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 the conditions as outlined in the Staff Report. The motion carried by the following vote:**

**Absent:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

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

Enactment No: PB Resolution 2021-26

7

**Variance - 1307 Newton Street (RE# 00022630-000000)**

- A request for variances to the maximum building coverage, and minimum open space ratio to construct a rear addition to the principal structure, a pool, and a wood framed deck on property located within the Historic Medium Density Residential (HMDR) zoning district pursuant to Sections 90-395, 122-600 (4) a., and 108-346 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**    [Staff Report](#)  
[Package](#)  
[Noticing Package](#)  
[Letter 1](#)  
[Letter 2](#)  
[Letter 3](#)  
[Letter 4](#)  
[Letter 5](#)

**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 the conditions as outlined in the Staff Report. The motion carried by the following vote:**

**Absent:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

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

Enactment No: PB Resolution 2021-27

8

**Variance - 210-216 Duval Street (RE# 00001420-000000)** - A request for a variance to maximum allowed building coverage, maximum allowed impervious space, minimum required open space, and minimum required off-street parking spaces, in order to enclose a portion of space between buildings and restore the interior of the property located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to Sections 90-395, 108-346, 108-572 (9), 122-690 (4)a., and 122-690 (4)b. of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

**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 the conditions as outlined in the Staff Report. The motion carried by the following vote:**

**Absent:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland

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

Enactment No: PB Resolution 2021-28



9

**Major Development Plan and Landscape Waiver - 210-216 Duval Street (RE# 00001420-000000) - A**

request for a major development plan and landscape waiver to renovate an existing historic mixed-use structure and enclose a portion of space between buildings of the property located in the Historic Residential Commercial Core (HRCC-1) zoning district and a request for approval to pay a fee-in-lieu to comply with the City of Key West’s Workforce Housing ordinance pursuant to Sections 90-395, 108-91, 108-517, and Section 122-1467(1)(a) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:
- [Planning Package](#)
  - [Staff Report](#)
  - [Urban Forester's Landscape review](#)
  - [Utilities Comments](#)
  - [Keys Energy Comments](#)
  - [Engineering Comments](#)
  - [Noticing Package](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Varela, that the Major Development Plan and Landscape Waiver be Approved. The motion carried by the following vote:**

- No:** 1 - Vice Chair Gilleran
- Absent:** 3 - Mr. Browning, Ms. Henderson, and Chairman Holland
- Yes:** 3 - Ms. Brew, Mr. Lloyd, and Mr. Varela

Enactment No: PB Resolution 2021-29

**Reports**

**Public Comments**

**Board Member Comments**

**Adjournment - 5:53 P.M.**