



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

July 13, 2023

VIA CERTIFIED MAIL

Key Endeavors LLC
702 Commercial St
Ste 3A
Emporia KS 66801

**RE: Building Permit Application No. BLD2023-1885
1004 Eaton Street (RE #00005290-000000)
Key West, Florida 33040**

Dear Key Endeavors LLC,

This letter is in response to a zoning review associated with Building Permit Application No. BLD2023-1885 received by the City of Key West on June 23, 2023, for property addressed at 1004 Eaton Street, Key West, Florida 33040, Parcel ID #00005290-000000, also known as the Knowles House. The subject parcel is located within the Historic Medium Density Residential (HMDR) zoning district, which is regulated by Chapter 122, Article IV, Division 6, Subdivision II, in addition to other of City of Key West Land Development Regulations.

Planning Department staff requested additional information associated with BLD 2023-1885 and understand that your client plans to remodel the existing structure to establish a ground floor two bedroom "cottage" for transient rental use and separately, a two story four bedroom "single family" transient rental use.

City records reflect an existing transient rental license number LIC2021-000517 which allows for 8 transient units and 8 transient licenses; this transient use is considered a legal nonconforming use at this property.

It is recommended that Key Endeavors not sell or transfer licenses from 1004 Eaton Street to result in future rental activity that would be non-compliant with respect to City of Key West Code Section 86-9, entitled "Definition of terms":

Family means:

(1) One person or a group of two or more persons related by blood, marriage, adoption, or foster care occupying a dwelling unit as a separate, independent, not-for-profit housekeeping unit with a single kitchen and set of culinary facilities. Such family may also include up to two unrelated persons who serve as servants or caretakers for the housekeeping unit; or



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(2) Up to four unrelated persons occupying a dwelling unit as a separate, independent, not-for-profit housekeeping unit with a single kitchen and set of culinary facilities.

The Section 86-9 definition of family means that no more than four unrelated persons may occupy any one dwelling unit at a time at 1004 Eaton Street.

In its proposed configuration, it would be unlawful to sell or transfer transient units or licenses to result in less than two transient units and two transient licenses at 1004 Eaton Street.

Please contact the Planning Department should you have any further questions.

Sincerely,

Katie P. Halloran
Planning Director

CC : Ronald Ramsingh, City Attorney
Tina Burns, Director of Housing and Community Development
Matt Wilman, Utility Administrator/GIS
Donna Philips, Planning Projects Coordinator