



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### Planning Board

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Thursday, October 19, 2023

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:** 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

#### Roll Call

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

#### Administering the Oath by the Clerk of the Board

#### Approval of Minutes

1 September 21, 2023

Attachments: [Minutes](#)

#### Action Items

2 Approve Proposed 2024 Meeting Dates

Attachments: [2024 Proposed Planning Board Meeting Dates](#)

#### Old Business

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**Variance - 1905 Staples Avenue (RE# 00046930-000000)**

- A request for variance approval for non-complying front, side and rear setbacks, and building coverage, to allow a single-family residence, located in the Limited Commercial (CL) zoning district, pursuant to Sections 90-395, 122-390 and 108-346 of the City of Key West Land Development Regulations.

- Attachments:** [Staff Report 10.13.23](#)  
[Letters of Support Oct 2023](#)  
[Good Neighbor Summary - Owen Trepanier Oct 2023](#)  
[Good Neighbor Summary - Applicant Oct 2023](#)  
[Trepanier to 1907 Staples Ave 10.11.23](#)  
[Staff Report 09.21.23](#)  
[Planning Package 09.21.23](#)  
[Public Comment](#)  
[Noticing Package 09.21.23](#)  
[Fire Sprinkle Confirmation Email - Trepanier](#)  
[Trepanier Presentation - 09.21.23](#)  
[Staff Report 05.18.23](#)  
[Noticing Package 05.18.23](#)  
[Trepanier's Planning Board Presentation](#)  
[1905 Staples Ave - Lot Timeline](#)  
[Request for postponement](#)  
[Staff Report 04.20.23](#)  
[Planning Package 04.20.23](#)  
[Noticing Package 04.20.23](#)  
[STAFF REPORT 02.16.23](#)  
[Planning Package 02.16.23](#)  
[Staff Report](#)  
[Request for postponement](#)  
[Planning Package](#)  
[Noticing Package](#)

**Legislative History**

1/19/23	Planning Board	Postponed
2/16/23	Planning Board	Postponed
4/20/23	Planning Board	Postponed
5/18/23	Planning Board	Postponed
9/21/23	Planning Board	Postponed

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**Conditional Use - 1905 Staples Avenue (RE# 00046930-000000)** - A request for conditional use approval to allow a single-family residence, located in the Limited Commercial (CL) zoning district, pursuant to Sections 122-61, 122-62 and 122-388(1) of the City of Key West Land Development Regulations.

**Attachments:** [Staff Report 10.13.23](#)

[Letters of Support Oct 2023](#)

[Good Neighbor Summary - Owen Trepanier Oct 2023](#)

[Good Neighbor Summary - Applicant Oct 2023](#)

[Trepanier to 1907 Staples Ave 10.11.23](#)

[Staff Report 09.21.2023](#)

[Planning Package 09.21.23](#)

[Public Comment](#)

[Noticing Package 09.21.23](#)

[Trepanier Presentation - 09.21.23](#)

[Staff Report 5.18.23](#)

[Fire Sprinkle Confirmation Email - Trepanier](#)

[Noticing Package 5.18.23](#)

[Trepanier's Planning Board Presentation](#)

[1905 Staples Ave - Lot Timeline](#)

[Request for postponement](#)

[Staff Report 04.20.23](#)

[Planning Package 04.20.23](#)

[Noticing Package 04.20.23](#)

[1904 Staples-applicant response](#)

[1907 Staples-applicant response](#)

[STAFF REPORT 2.16.23](#)

[Planning Package 02.16.23](#)

[Staff Report 01.19.23](#)

[Request for postponement](#)

[Additional utilities comments](#)

[Planning Package](#)

[Noticing Package](#)

[Utilities Comments](#)

**Legislative History**

10/27/22

Development Review  
Committee

Received and Filed

1/19/23	Planning Board	Postponed
2/16/23	Planning Board	Postponed
5/18/23	Planning Board	Postponed
9/21/23	Planning Board	Postponed

## New Business

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### **Variance - 425 Southard Street (RE# 00009760-000000) -**

A request for a variance to minimum parking requirements to allow for the expansion of a food service establishment on property located within the Historic Residential Commercial Core - 1 zoning district, pursuant to Sections 90-395, 108-572, and 108-573 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

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### **Variance - 825 Ashe Street (RE# 00022300-000000) - A**

request for variances on maximum building coverage and side and rear setbacks for an addition to an existing single-family home for property located within the Historic High Density Residential (HHDR) zoning district pursuant to Sections 90-395 and 122-630 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:** [Staff Report](#)  
[Planning Package](#)  
[Noticing Package](#)  
[Fire & Utilities Comments](#)  
[Letters of Support](#)  
[Applicant Letter to Neighbors](#)

- 7                    **Variance - 1605 N Roosevelt Boulevard (RE# 00023280-000100)** - A request for a variance to minimum parking requirements to allow for the expansion of a food service establishment on property located within the General Commercial (CG) zoning district pursuant to Sections 90-395, 108-572, and 108-575 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

- 8                    **Request for Postponement by Staff:**  
**Text Amendment of the Comprehensive Plan** - A resolution of the City of Key West Planning Board recommending an ordinance to the City Commission amending Comprehensive Plan Chapter 1, Future Land Use, Policy 1-1.16.1, entitled, "Maintain A Building Permit Allocation Ordinance", and by amending Chapter 3, Housing, Policy 3-1.1.4, entitled "Building Allocation System", to provide for building permit allocation system units for the property located at 301 White Street (RE# 00001780-000000); providing for the repeal of inconsistent provisions; providing for transmittal to the State Land Planning Agency; providing for the filing with the Secretary of State; providing for severability; providing for the inclusion in the City of Key West Comprehensive Plan; providing for an effective date.

Attachments: [Noticing Package](#)

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**Request for Postponement by Staff:****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, entitled "Planning and Development", Article X entitled "Building Permit Allocation System", Division 2 entitled "Building Permit Allocation System", Section 108-995 - Reporting requirements and residential allocation schedule; to provide for building permit allocation system units for the property at 301 White Street (RE# 00001780-000000); providing for concurrent and conditional adoption upon adoption of Comprehensive Plan amendments; providing for severability; providing for repeal of inconsistent provisions; providing for an effective date.

**Attachments:** [Noticing Package](#)

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**Dissolution of Resolution #2012-08** - A request to approve the dissolution of Planning Board Resolution 2012-08 for a conditional use permit for property located at 1128-1130 Duval Street (RE# 00027950-000000).

**Attachments:** [Staff Report](#)

[Resolution 2012-08](#)

[Owner's Request to Terminate](#)

[Draft Resolution](#)

**Reports**

- 11 A request to approve a Minor Modification to a Development Plan to relocate parking spaces and create a more efficient parking lot traffic flow at the entrance of Overseas Market at 2720 North Roosevelt Boulevard (RE# 00066150-000000) in the General Commercial (CG) zoning district pursuant to Code of Ordinances Section 108-91(C)(2).

**Attachments:** [Written Decision of Approval No. 2023-03](#)  
[Administrative Modification Approval 2720 N Roosevelt, OverSeas Market](#)  
[City Commission Resolution 89-26](#)  
[Urban Forester Staff Report](#)  
[Overseas Market Improvement Design Layout](#)  
[Parking Analysis](#)

- 12 A request to approve a Minor Modification to a Development Plan to relocate parking spaces and a dumpster area, improve landscaping, reduce and reconfigure marina slips and docks, and reflect a unity of title at 2407 North Roosevelt Boulevard (RE# 00002280-000100 and RE#00002280-000101) in the Conservation zoning district pursuant to Code of Ordinances Section 108-91(C)(2).

**Attachments:** [Minor Modification to Memorandum Approval](#)

**Public Comment**

**Board Member Comment**

**Adjournment**