



# 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, March 27, 2025

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 February 20, 2025

Attachments: [Minutes](#)

#### Old Business

2

**Proposed for Postponement by Staff - Text Amendment to the Land Development Regulations** - An resolution of the Planning Board of the City of Key West recommending an Ordinance of the City Of Key West, Florida, amending Chapter 110 of the Code of Ordinances Entitled "Resource Protection", Article III Entitled "Environmental Resources", establishing Division 5, entitled "Green Building"; Establishing requirements for green building certification as a requirement during zoning review of new projects; Establishing an Adaptation And Sustainability Fee program for projects that do not achieve the required green building certification level, authorizing property owners and developers to pay an adaptation and sustainability fee, or in the alternative, post a bond for the project into the City's Adaptation and Sustainability Fund, which bond or funds are reimbursable to the property owner or developer pursuant to the level of green building compliance achieved by the project; Designating the Adaptation and Sustainability Fund (Fund 108) for the deposit of the Adaptation and Sustainability fees generated through the Adaptation and Sustainability fee program, and providing the uses for which the fees can be used; providing for severability; providing for an effective date.

Legislative History

2/20/25

Planning Board

Postponed

## New Business

3

**Planning Board Resolution Revocations - 2719 Staples Avenue (RE#00067790-000000)** - Property owner requests to void the approvals and associated conditions for the variance approved by Planning Board Resolution 2021-065 and BPAS unit awarded by Planning Board Resolution 2022-027 for a property located in the Single-Family Residential zoning district pursuant to the Land Development Regulations of the City of Key West.

Attachments: [Staff Memo](#)

[Resolution](#)

[Planning Package](#)

**4**                    **After-the-Fact Variance - 620 Dey Street (RE# 0000880-000000)** - A request for a variance to the required five foot setback for accessory structures, to allow for a rear setback of 2'1" and a side setback of 1'3" for an existing residential structure located within the Historic Medium Density Residential Zoning District (HMDR) pursuant to Sections 122-1181 and 90-395 of the Code of Ordinances of the City of Key West, Florida.

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

**5**                    **Transfer of Transient Unit & License - 1220 Royal Street (RE# 00029370-000000) to 510 Amelia Street (RE# 00027820-000000)** - A request for a transfer of one transient unit and license from a property located at 1220 Royal Street in the Historic Medium Density Residential (HMDR) zoning district to property located at 510 Amelia Street in the Historic Residential Commercial Core - 3 (HRCC-3) zoning district, pursuant to Section 122-1338 of the Land Development Regulations of the City of Key West, Florida.

- Attachments: [Staff Report](#)  
                           [Planning Package](#)  
                           [Resolution](#)  
                           [Noticing Package](#)  
                           [Applicant Presentation](#)

**Legislative History**

2/27/25	Development Review Committee	Discussed
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6

**Major Development Plan & Landscape Waiver - 3101 N. Roosevelt Blvd (00002360-000000)** - A request for a Major Development Plan and landscape waiver to redevelop an existing 81-unit hotel into an 80-unit transient condominium, while maintaining the existing on-site restaurant, retail seafood market, marina, and recreational rental vehicle area, pursuant to Sections 108-91 and 108-517 of the Land Development Regulations of the City of Key West, Florida.

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

[Revised Plans](#)

[Planning Package](#)

[Keys Energy- Comments](#)

[Urban Forestry- Comments](#)

[Multimodal Transportation Comments](#)

[Utilities Comments](#)

[Engineering Comments](#)

[Keys Energy Comments](#)

[Noticing Package](#)

**Legislative History**

10/24/24	Development Review Committee	Discussed
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**7 Major Development Plan - 1321 - 1325 Simonton Street and 625 South Street (RE# 00035940-000000; RE# 00035950-000000; RE# 00038140-000000)** - A request for a major development plan approval for the construction of a 2 1/2 story mixed use structure to house a 59 room hotel, a bar/liquor store and a restaurant, on properties located within the Historic Commercial Tourist District (HCT) Zoning District pursuant to Chapter 108, Section 108-91, and Article III through IX; and Chapter 122, Article IV, Division 9, of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments: [Staff Report](#)  
[Resolution](#)  
[Planning Package](#)  
[Noticing Package](#)  
[Comment From Property Owner](#)  
[Public Comment Against - Gregory](#)  
[Public Comment - Karch](#)  
[Public Comment For - Sharpe](#)

Legislative History

12/19/24	Development Review Committee	Discussed
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**8 Proposed 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 the Land Development Regulations Chapter 90, Article VIII entitled, 'Public Hearings' Division 2 entitled 'Notice' and Chapter 90, Article II entitled 'Boards, Committees, Commissions' Division 2 entitled 'Planning Board' to expand public notice procedures for legislative and quasi-judicial hearings; providing for severability; providing for repeal of inconsistent provisions; providing for an effective date.

**9 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 the Land Development Regulations Chapter 122, Division 5 entitled 'Specific Use Regulation' Subdivision IV entitled 'Home Occupations', Section 1306 entitled 'Conditions' and 1307 entitled 'Issuance of permit' to assign the Chief Licensing Official the responsibility to issue Home Occupation licenses; providing for severability; providing for repeal of inconsistent provisions; providing for an effective date.

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

[Resolution](#)

**Action Items****10 Recommend Course of Action for Planning Board Zoom Policy**

**Attachments:** [Zoom Policy First Draft](#)

**Discussion Items****11 Mallory Square Rezoning:** Discussing potential future amendments to the Official Zoning Map, Future Land Use Map, and text of the Land Development Regulations to modify zoning regulations for Mallory Square to be consistent with the intent, plans, and vision for the Mallory Square Master Plan.**Reports****Public Comment****Board Member Comment****Adjournment**