City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, July 16, 2026 | **5:00 PM** | **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 - 5:00 P.M.

Roll Call

Absent 1 - Chairman Batty

Present 6 - Mr. Browning, Ms. Compton, Mr. Garcia, Mr. Varela, Mr. Warren, and Mr. Wiggins

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 June 18, 2026

Attachments: Minutes

A motion was made by Ms. Compton, seconded by Mr. Browning, that the Minutes be Approved with an amendment to correct Item #10 and list Mr. Warren's vote as 'Yes' instead of listing him as absent. The motion passed by unanimously.

Old Business

2 **Minor Development Plan and Conditional Use - 1 Whitehead Street (RE# 00072082-001900)** A request for a Minor Development Plan and Conditional Use to allow improvements associated with an existing aquarium (cultural and civic) use, including the construction of approximately 1,200 square feet of over-water decking and a wave attenuator system over submerged lands, at property located at 1 Whitehead Street within the Historic Public and Semipublic (HPS) zoning district, pursuant to Sections 108-91 and 122-62 of the Code of Ordinances of the City of Key West, Florida.

Attachments:
Staff Report
Draft Resolution
Planning Packet *Large File*
Noticing Packet
MTC Comments
KEYS Energy Comments

Mr. Varela presided over the meeting in Chair Batty's absence but recused himself for this item and left the dais. Prior to leaving, he passed the gavel to Mr. Browning who was appointed chair pro tem by acclamation to preside over this item.

A motion was then made by Ms. Compton, seconded by Mr. Browning, that the Minor Development and Conditional Use be Approved with conditions as outlined in the Staff Report. The motion carried by the following vote:

Recuse: 1 - Vice Chair Varela

Absent: 1 - Chairman Batty

Yes: 5 - Mr. Browning, Ms. Compton, Mr. Garcia, Mr. Warren, and Mr. Wiggins

Enactment No: PB Resolution 2026-25

3 **Variance - 624 United Street (RE# 00036450-000000)** A request for a variance from the minimum side yard setback requirements to allow the relocation of an existing residential structure forward on the property located in the Historic Residential Office (HRO) zoning district, pursuant to Sections 90-395 and 122-32(a) of the Code of Ordinances of the City of Key West, Florida.

Attachments: Staff Report
Draft Resolution
Planning Packet
Noticing Packet for 624 United
Request for Postponement
Willoughby Letter of Objection

Postponed to August 20, 2026

New Business

4 **Variance - 522 Front Street (RE# 00000330-000000)** A request for a variance from the maximum building coverage requirements to allow the construction of a pergola/awning at an existing commercial property located in the Historic Residential Commercial Core-1 (HRCC-1) zoning district, pursuant to Sections 90-395 and 122-656 of the Code of Ordinances of the City of Key West, Florida.

Attachments: Staff Report
Resolution
Planning Packet
Noticing Packet

A motion was made by Ms. Compton, seconded by Mr. Browning, 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: 1 - Chairman Batty

Yes: 6 - Mr. Browning, Ms. Compton, Mr. Garcia, Vice Chair Varela, Mr. Warren, and Mr. Wiggins

Enactment No: PB Resolution 2026-26

5 **(Request for Postponement- By Applicant) Variance - 3206 Eagle Avenue (RE# 00052890-000400)** A request for a variance from the minimum side yard setback, maximum building coverage, and maximum impervious surface requirements to allow the replacement of a storage shed at a property located in the Medium Density Residential (MDR) zoning district, pursuant to Sections 90-395 and 122-270 of the Code of Ordinances of the City of Key West, Florida.

Attachments: Staff Report
Resolution
Planning Packet
Noticing Packet
Suppor letter 1 - 3208 Eagle Ave
Support Letter 2- 3207 Eagle Ave

Postponed to August 20, 2026

6 **(Request for Postponement- By Staff) Variance - 1013 Grinnell Street (RE# 00031290-000000)** A request for a variance from the maximum building coverage and maximum impervious surface requirements to allow an addition to an existing residential property located in the Historic Medium Density Residential (HMDR) zoning district, pursuant to Sections 90-395 and 122-600 of the Code of Ordinances of the City of Key West, Florida.

Attachments: Planning Packet
Noticing Packet

Postponed to August 20, 2026

7 **Variance - 1107 Fleming Street (RE# 00005000-000000)**

A request for a variance to allow the enclosure of an existing porch structure within the required side yard setback, with an existing side yard setback of one foot four inches where five feet is required, at a property located in the Historic Medium Density Residential (HMDR) zoning district, pursuant to Sections 90-395 and 122-600(6) of the Code of Ordinances of the City of Key West, Florida.

Attachments: Staff Report
Resolution
Planning Packet
Noticing Packet

A motion was made by Mr. Garcia, seconded by Ms. Compton, 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: 1 - Chairman Batty

Yes: 6 - Mr. Browning, Ms. Compton, Mr. Garcia, Vice Chair Varela, Mr. Warren, and Mr. Wiggins

Enactment No: PB Resolution 2026-27

Reports

Public Comment

Board Member Comment

Adjournment - 5:31 P.M.