



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Tuesday, October 25, 2022

5:00 PM

City Hall

SPECIAL MEETING

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: Individuals are responsible to share their presentation at the meeting on their laptop through Zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

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

Roll Call

Absent 1 - Mr. Lloyd

Present 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as presented

Administering the Oath by the Clerk of the Board

Old Business

1

Variance - 703 Windsor Lane (RE# 00018700-000200) -

A request for variances to the minimum front, side, and rear setbacks, maximum impervious surface ratio, minimum open space, maximum building coverage, and minimum required off-street parking requirements in order to demolish an existing single-family home and reconstruct a new single-family home on a parcel located within the Historic High Density Residential (HHDR) zoning district pursuant to Sections 90-395, 122-630 (4)a., 122-630 (4)b, 122-630 (6)a., 122-630 (6)b., 122-630 (6)c., 108-346 (b), and 108-572 (1) of the Land Development Regulations of the City of Key West, Florida.

Attachments: [Staff Report 10.25.2022](#)
[Planning Package 10.25.22](#)
[Noticing Package 10.25.22](#)
[Staff Report 9.15.2022](#)
[Applicants Presentation 9.15.22](#)
[Noticing Package 08.18.22](#)
[Letter of Objection - Dougald](#)
[Letter of Objection - Ciardi](#)
[Discussion Between Applicant & Ciardi](#)
[Letter in Favor - Murray](#)
[Applicant's Response to Neighbor's Concerns](#)
[Objection Email - Ciardi](#)
[Applicant Response to Dougald](#)
[Applicant Response to Dougald - Attempt 2](#)
[Neighbor Objection - Tannura](#)
[Applicant Presentation](#)

A motion was made by Mr. Varela, seconded by Mr. Russo, 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 with the exception of Condition #8 (from former Staff Report) which has been deleted. The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-49

New Business

2

Major Development Plan - 5501 College Road

(RE#00072080-000101) - A request for approval of a major development plan to construct an approximately 5,161 SF, two-story building to accommodate the property’s generator, mechanical rooms, and storage, on property located within the Public and Semipublic Services (PS) zoning districts pursuant to Section 108-91.B.2 and 122-1018 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:**
- [Staff Report 10.25.22](#)
 - [Landscape Section 108 Review](#)
 - [Planning Package 10.25.22](#)
 - [Noticing Package 10.25.22](#)
 - [Applicant Presentation 10.25.22](#)
 - [Applicant Conditions of Approval Correspondence](#)
 - [Planning Package DRC 8.25.22](#)
 - [Engineering Department Comments](#)
 - [Comments from Keys Energy](#)

A motion was made by Ms. Henderson, seconded by Mr. Russo, that the Major Development be Approved subject to conditions as outlined in the Staff Report (#3 deleted and #6 modified). The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-50

3

Modification of a Major Development Plan - 1319 William Street & 1316 Royal Street, Units #1-6 (RE #00036920-000000) - A request to modify the major development plan approval under Resolution No. 2021-12, for property located within the Historic Medium Density Residential District (HMDR) zoning district pursuant to Section 108-91.C of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report 10.25.22](#)
[Planning Package 10.25.22](#)
[Noticing Package 10.25.22](#)
[Phasing Diagram 9.15.2022](#)
[Urban Forestry Manager Memorandum 9.8.22](#)
[DRC Response - Revised Phasing Schedule 9.15.2022](#)
[Construction Management Plan & Inspection Schedule 9.14.2022](#)
[DRC Planning Package 5.26.22](#)
[City Commission Approval - Resolution 21-197](#)
[Planning Board Resolution 2021-012](#)
[Staff Report 4.22.21](#)
[Planning Package 4.22.21](#)
[Engineering Comments](#)
[Keys Energy Comments](#)

A motion was made by Vice Chair Gilleran, seconded by Mr. Russo, that the Modification of the Major Development Plan be Approved subject to conditions as outlined in the Staff Report. The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolutions 2022-51

4

Major Development Plan - 724 Truman Avenue (RE #00030020-000000) - A request for approval of a Major Development Plan to renovate an existing auditorium building to convert the space into a high school on a parcel located within the Historic Public and Semi-public Services (HPS) zoning district pursuant to Section 108-91(A)(2) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Attachments: [Staff Report 10.25.22](#)
[Landscape Section 108 Review](#)
[Parking and Circulation Plan](#)
[Planning Package 10.25.22](#)
[Noticing Package 10.25.22](#)
[Planning Package - DRC](#)
[Engineering Department Comments](#)
[Comments from Keys Energy](#)

A motion was made by Vice Chair Gilleran, seconded by Mr. Browning, that the Major Development Plan be Approved subject to the conditions outlined in the Staff Report. The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-52

5

Variance - 1214 16th Terrace (RE# 00057370-000000) -

A request for a variance to the minimum allowed rear setback in order to construct a new bathroom on property located within the Single-Family (SF) zoning district pursuant to Sections 90-395 and 122-238 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

A motion was made by Mr. Varela, seconded by Mr. Russo, 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 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-53

6

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 Element, Objective 1-1.17: - Workforce-Affordable Housing Initiative, Policy 1-1.17.1: - Distribution of Workforce-Affordable Housing Allocations., to provide for building permit allocation system units for the property located at 907 Caroline Street (RE# 00072082-004505); providing for the repeal of inconsistent provision; 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: [Staff Report](#)
 [Noticing Package 10.25.22](#)

A motion was made by Mr. Browning, seconded by Mr. Russo, that the Text Amendment be Approved. The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-54

7

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 XII entitled “Workforce-Affordable Housing Initiative”, Section 108-1153 entitled, “Period of allocation and distribution”, to provide for building permit allocation system units for the property at 907 Caroline Street (RE#00072082-004505); 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: [Staff Report](#)
 [Noticing Package 10.25.22](#)

A motion was made by Mr. Browning, seconded by Mr. Russo, that the Text Amendment be Approved. The motion carried by the following vote:

Absent: 1 - Mr. Lloyd

Yes: 6 - Mr. Browning, Vice Chair Gilleran, Ms. Henderson, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Resolution 2022-55

Reports

Public Comment

Board Member Comment

Adjournment - 6:18 P.M.