



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Development Review Committee

Thursday, July 27, 2023

10:00 AM

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 - 10:00 A.M.

A motion was made by Karen DeMaria, seconded by Elizabeth Ignoffo, and the Committee unanimously voted to appoint Enid Torregrosa as Chair Pro-Tem.

Roll Call

Absent 5 - Ms. Flores, Ms. Halloran, Mr. Ramsingh, Mr. Smith, and Mr. Stachurski

Present 7 - Mr. Berger, Ms. DeMaria, Ms. Ignoffo, Mr. McDowell, Ms. Torregrosa, Mr. Turner, and Mr. Willman

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as presented.

Approval of Minutes

1 June 22, 2023 Meeting Minutes

Attachments: [June 22, 2023 Meeting Minutes](#)

A motion was made by Elizabeth Ignoffo, seconded by Matt Willman, to approve the Minutes. The motion passed unanimously.

Discussion Items

2 Withdrawn - Modification of a Major Development Plan - 5220, 5224, 5228, & 5230 College Road (RE #00072082-000000, 00072082-002100, 00072080-002200, & 00072082-002400) - A request to modify the major development plan approval under

Resolution No. 19-241, for property located within the High Density Residential College Road (HDR-1) zoning district pursuant to Section 108-91(C)(4) of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Resolution 19-241](#)
[PB RES 2019-47](#)
[Planning Package](#)
[Urban Forester Comments](#)
[Keys Energy Comments](#)
[Utilities Comments](#)

Withdrawn

- 3** Request for Postponement by Applicant: Vacation of City Property (RE# 00037160-000100; 00037230-000100) - An application for Vacation of City Right-of-Way for platted alleyways on the blocks generally bound by Seminole Avenue, Waddell Avenue, Alberta Street, and Reynolds Street per Chapter 90 Article VII of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)
[Urban Forester Comments](#)
[Keys Energy Comments](#)
[Utilities Comments](#)
[Utilities GIS Administrator Comments](#)

Postponed until August 24, 2023.

- 4** Major Development Plan & Conditional Use - 3401 Duck Avenue (RE# 00064740-000000) - Granting a major development plan and conditional use approval for the redevelopment of 60 supported living program and convalescent residential units on property located within the Medium Density Residential 1 (MDR-1) zoning district pursuant to Chapter 108, Article III through IX and Section 122-278 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)
[Presentation](#)
[Urban Forester Comments](#)
[Keys Energy Comments](#)
[Utilities Comments](#)
[Utilities Comments 7.27.23](#)
[Utilities GIS Administrator Comments](#)

Discussed

- 5 Transfer of a Transient Unit License - A request to transfer one (1) transient license from a sender site located at 1901 S. Roosevelt Blvd, Unit 308N (RE# 00064700-000324) in the Coastal Medium Density Residential zoning district, to a receiver site located at 507 Amelia Street (RE# 00027730-000000) in the Historic Residential Commercial Core - 3 zoning district, pursuant to Sections 122-1339 and 122-747 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Staff Report](#)
 [Planning Package](#)
 [Noticing Package](#)
 [Utilities Comments 7.27.23](#)
 [Urban Forester Comments](#)
 [Keys Energy Comments](#)
 [Utilities Comments](#)
 [Public Comment - Concerns - Clayton](#)

Discussed**Action Items**

- 6 Lot Split - 811 Truman Avenue (RE# 00020150-000000) & 816 Johnson Lane (RE# 00020190-000000) - A request for a lot split to allow a boundary line adjustment between two parcels for property located at 811 Truman Avenue in the Historic Neighborhood Commercial - 1 zoning district, and 816 Johnson Lane in the Historic High Density Residential zoning district pursuant to Section 118-169 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Attachments: [Planning Package](#)
 [Keys Energy Comments](#)
 [Utilities Comments 7.27.23](#)
 [Utilities GIS Administrator Comments](#)

A motion was made by Karen DeMaria, seconded by Matt Willman, to approve the Lot Split as presented, along with the recommended conditions as per the Planning Department. The motion carried by the following vote:

Absent: 5 - Ms. Flores, Madam Chair Halloran, Mr. Ramsingh, Mr. Smith, and Mr. Stachurski

Yes: 7 - Berger, Ms. DeMaria, Ms. Ignoffo, Mr. McDowell, Ms. Torregrosa, Mr. Turner, and Mr. Willman

Reports

Adjournment - 10:30 A.M.