



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Planning Board

Thursday, January 16, 2025

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

Mr. Wallace attended virtually via media technology

Absent 1 - Mr. Browning

Present 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as amended and to include all proposed add-on items

Administering the Oath by the Clerk of the Board

Approval of Minutes

1

December 19, 2024

Attachments: [Minutes](#)

A motion was made by Vice Chair Varela, seconded by Mr. Garcia, that the Minutes be Approved. The motion passed by unanimous vote.

New Business

2 **Variance - 409 Frances Street (RE# 00004840-000000) -**
 A request for variances to: maximum building coverage, increasing to 54.6% compared to the 40% required; minimum front setback requirement, reducing to 3.75" compared to the 10' required, and minimum street side setback requirements of negative six increases (encroaching on City right-of-way) to elevate and modify existing residential building and reconstruct the existing front porch at property located within the Historic Medium Density Residential Zoning District (HMDR) pursuant to Code sections 90-395 amd 122-600 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. Wallace, seconded by Vice Chair Varela, 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 - Mr. Browning
- Yes:** 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Enactment No: PB Resolution 2025-01

3 **1015 Casa Marina Court Variance Appeal Settlement**

- Attachments:** [Planning Memo 1.16.25](#)
 [Proposed Revised Site Plan 1.3.25](#)
 [Revised Settlement Agreement](#)
 [Applicant's Letter to City](#)
 [Planning Board Res. 2024-029](#)
 [Original Plans Approved Per Res. 2024-029](#)
 [Staff Report 7.18.24](#)
 [Noticing Package](#)

A motion was made by Mr. Garcia, seconded by Mr. Warren, that the Appeal Settlement be Approved. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Enactment No: PB Resolution 2025-02

4

Transfer of Transient Unit & License - 1004 Eaton Street (RE# 00005290-000000) to 217 Eanes Lane (RE# 00017980-000000) - A request for a transfer of one transient unit and license from a property located at 1004 Eaton Street in the Historic Medium Density Residential (HMDR) zoning district to property located at 217 Eanes Lane 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](#)
 - [Utilities Comments](#)
 - [Keys Energy Comments](#)
 - [Noticing Package](#)

A motion was made by Vice Chair Varela, seconded by Mr. Garcia, that the Transfer of Transient Unit and License be Approved. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Enactment No: PB Resolution 2025-03

5

Variance - 0 Duval - (RE# 00000120-018800) - A request for a variance to the minimum required shoreline setback to allow for a setback of 10', pursuant to Sections 122-1148 and 90-395 of the Land Development Regulations of the City of Key West.

- Attachments:**
- [Staff Report - MDP & Variance. Revised 1.15.25.](#)
 - [Staff Report - MDP & Variance](#)
 - [Noticing Package](#)
 - [Planning Package](#)

Postponed to February 20, 2025

6

Major Modification to a Major Development Plan and Landscape Waiver - 0 Duval Street (RE# 00000120-018800) - A request for a Major Modification to a Major Development Plan and Landscape Waiver to remodel portions of an existing hotel in the Historic Residential Commercial Core - 1 zoning district. The proposed work would result in redevelopment of 3,500 square feet of lobby, retail and office area, a modified vehicular circulation and parking plan, and modifications to the landscape plan including a landscape waiver, pursuant to Sections 108-91 and 108-517 of the Code of Ordinances of Key West, Florida.

Attachments: [Staff Report - MDP & Variance. Revised 1.15.25.](#)
[Staff Report - MDP & Variance](#)
[Conceptual Landscape Plan Approval](#)
[Building Sprinkler Criteria Analysis](#)
[Planning Package](#)
[Keys Energy - Comments](#)
[Urban Forestry- Comments](#)
[Noticing Package](#)

Postponed to February 20, 2025

7 **Minor Development Plan - 218 Duval Street (RE# 00001400-000000) - A request for a Minor Development Plan to allow for the expansion of food service to the existing rear yard consumption area and construction of a wood-framed pavilion, located in the HRCC-1 zoning district, pursuant to Section 108-91 and Chapter 122, Article IV, Division 7, Subdivision II of the Land Development Regulations of the City of Key West, Florida.**

- Attachments:** [218 Duval St Staff Report](#)
 [Planning Package](#)
 [Lind - Public Comment - Against](#)
 [Lopez - Public Comment - Against](#)
 [Brawn Letter of Opposition](#)
 [Noticing Package](#)

Postponed to February 20, 2025

8 **Text Amendment to the Historic Architectural Guidelines - A Resolution of the City of Key West Planning Board recommending an Ordinance to the City Commission to amend the Historic Architectural Review Commission Design Guidelines for Roofing, as referenced in section 90-142 of the City of Key West Land Development Regulations; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.**

- Attachments:** [Staff Report](#)
 [Resolution](#)
 [Draft Ordinance](#)

A motion was made by Mr. Warren, seconded by Vice Chair Varela, that the Text Amendment be Approved. The motion carried by the following vote:

Absent: 1 - Mr. Browning

Yes: 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Enactment No: PB Resolution 2025-04

Old Business

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 Land Development Regulations Chapter 90 entitled "Administration", Article VI entitled "Amendments" to allow for the establishment of Zoning In Progress Doctrine by resolution of the City Commission; Providing for severability; Providing for repeal of inconsistent provisions; Providing for an effective date.

- Attachments: [Staff Report](#)
 [Draft Ordinance](#)
 [Last Stand Comments](#)

A motion was made by Mr. Warren, seconded by Mr. Garcia, that the Text Amendment be Approved with language added to state that a majority plus one is needed to enact any Zoning in Progress Resolution at the City Commission level and that any Zoning in Progress Resolution shall follow the same noticing requirements as ordinances do when they are heard by City Commission. The motion carried by the following vote:

- Absent:** 1 - Mr. Browning
- Yes:** 6 - Mr. Garcia, Vice Chair Varela, Mr. Wallace, Mr. Warren, Mr. Wiggins, and Chairman Batty

Enactment No: PB Resolution 2025-05

Meeting went into Recess - 5:48 P.M.

Meeting Reconvened - 5:53 P.M.

10

Withdrawn: Text Amendment of the Land Development Regulations Amendment - Barton W. Smith, Attorney, on behalf of Stockrock SI LLC, Island-West Investment Corp., Poinciana - Venture II LLC, and Meisel Holdings FL - 1321 Simonton Street, seeks to amend the Land Development Regulations Chapter 122 (Zoning) Article V, Division 10 (Work Force Housing) to modify and introduce new workforce housing regulations and introduce a transfer of development rights provision pursuant to Section 90-518 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:**
- [Staff Report Addendum 12.19.2024](#)
 - [Applicant Draft Ordinance 12.13.2024](#)
 - [Applicant's Submittal: Text Amendment Working Draft with Comments 12.12.24](#)
 - [Applicant's Submittal: Text Amendment \(With no strikethrough/underline\) Staff Report 11.21.2024](#)
 - [Planning Package](#)
 - [Applicant Presentation](#)
 - [Applicant's Proposed Changes - Text Amendment Working Draft 11.18.24](#)
 - [Public Comment - Last Stand](#)
 - [Public Comment - Lloyd](#)
 - [Public Comment - Matter](#)
 - [Public Comment- Cocco](#)
 - [Public Comment - Bocchicchio](#)
 - [Public Comment - Pederson](#)
 - [Public Comment - Last Stand Jan 10. 2025](#)

Withdrawn by Applicant to be replaced by four separate proposed Text Amendments that cover the following respectively:

1. Definitions and language changes to Sec. 122-1466 (Definitions) and Sec. 122-1467 (Requirements of affordable workforce housing) to be heard February 20, 2025
2. Non-residential Inclusionary Housing to be heard at a special meeting to be determined (t/b/d)
3. Live Local Implementation to be heard at a special meeting t/b/d
4. Transfer of BPAS to hear at a special meeting t/b/d

Discussion Item

11 Staff's Draft Workforce Housing Ordinance

Attachments: [Staff Draft Ordinance 7.23.24](#)
[Staff Report 7.23.24](#)

Discussed

Public Comment

Board Member Comment

Adjournment - 6:36 P.M.