



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Planning Board

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Thursday, April 18, 2019

6:00 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.

**ALL VISUAL PRESENTATIONS FOR AGENDA ITEMS MUST BE RECEIVED TWENTY-FOUR (24) HOURS PRIOR TO THE MEETING IN POWERPOINT FORMAT ONLY.**

**Call Meeting To Order at 6:02 P.M.**

#### Roll Call

**Absent** 1 - Vice Chair Gilleran

**Present** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

*The Agenda was amended and approved as presented.*

**1** March 21, 2019

**Attachments:** [Minutes](#)

**A motion was made that the Minutes be Approved. The motion passed by a unanimous vote.**

#### New Business

**2** Proposed revision for board meetings to start at 5:00 P.M. beginning with the June 20, 2019 meeting.

**A motion was made by Mr. Browning, seconded by Mr. Russo that the Planning Resolution be passed. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-024

3

**Final Determination of Award for Year 6 Building Permit Allocation System (BPAS) Applications** - An award of BPAS units pursuant to Section 108-997 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**    [Staff Report](#)  
                                   [Resolution](#)  
                                   [\\*Large File\\* Package](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Pike that the Planning Resolution be Passed. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-025

**Old Business**

4

**Variance - 501 Front Street (RE # 00000100-000000)** - A request for a variance to the required 3 off-street parking spaces to allow for the expansion of existing floor area for property located within the Historic Residential Commercial Core Duval Street Gulfside (HRCC-1) Zoning District pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

**Attachments:**    [Staff Report](#)  
                                   [Resolution](#)  
                                   [Package](#)  
                                   [\\*Large File\\* Noticing Package](#)

**A motion was made by Mr. Browning and seconded by Mr. Pike that the Planning Resolution be Passed with conditions. 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 be passed subject to any conditions set forth on the staff report together with the condition directed by the Board requiring that the bathrooms be handicapped accessible. The motion carried by the following vote:**

**No:** 1 - Mr. Lloyd

**Recuse:** 1 - Mr. Varela

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 4 - Mr. Browning, Mr. Pike, Mr. Russo, and Chairman Holland

Enactment No: PB Res 2019-026

**5**

**Minor Development Plan and Landscape Plan Waiver - 501 Front Street (RE # 00000100-000000)** - A request for minor development plan approval and a landscape plan waiver to allow for the addition of 706-square-feet of new floor area to an existing structure located in the Historic Residential Commercial Core (HRCC-1) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:**
- [Staff Report](#)
  - [\\*Large File\\* Package](#)
  - [Resolution](#)
  - [Floodplain Comments](#)
  - [Keys Energy Comments](#)
  - [\\*Large File\\* Noticing Package](#)

**A motion was made by Mr. Browning, seconded by Mr. Russo that the Planning Resolution be Passed with conditions. The Board finds that Applicant’s proposed Conditional Use demonstrates all the requirements of the Code Section 122-62 (C) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Application be passed subject to any conditions set forth on the staff report and with the Board’s condition that the applicant add 2 handicap accessible bathrooms open to the public during hours of operation. The motion carried by the following vote:**

**No:** 1 - Mr. Lloyd

**Recuse:** 1 - Mr. Varela

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 4 - Mr. Browning, Mr. Pike, Mr. Russo, and Chairman Holland

Enactment No: PB Res 2019-027

**New Business (Continued)**

**6**                                 **Variance - 403-405 Caroline Street (RE # 00001610-000000) - A**  
 request for a variance to off-street parking requirements for property  
 located within the Historic Residential/Office (HRO) zoning district  
 pursuant to sections 90-395 and 108-572 of the Land Development  
 Regulations of the Code of Ordinances of the City of Key West, Florida.

- Attachments:**     [Staff Report](#)  
                                   [Resolution](#)  
                                   [\\*Large File\\* Package](#)  
                                   [Noticing Package](#)  
                                   [Support](#)

**A motion was made by Mr. Lloyd, seconded by Mr. Russo that the Planning Resolution be Passed. 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 be passed subject to any conditions set forth on the staff report. The motion carried by the following vote:**

- Absent:** 1 - Vice Chair Gilleran
- Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-028

**7**                                 **Conditional Use - 403-405 Caroline Street (RE #**  
**00001610-000000) - A** request for conditional use approval to allow for  
 cultural and civic activities with or without associated/accessory  
 commercial sales on Whitehead Street from Greene Street to Southard  
 Street on a parcel located on Caroline Street within the Historic  
 Residential/Office (HRO) zoning district pursuant to the Land  
 Development Regulations of the Code of Ordinances of the City of Key  
 West, Florida.

- Attachments:**     [Staff Report](#)  
                                   [Resolution](#)  
                                   [\\*Large File\\* Package](#)  
                                   [Noticing Package](#)  
                                   [Support](#)

**A motion was made by Mr. Pike, seconded by Mr. Browning that the Planning Resolution be Passed. The Board finds that Applicant’s proposed Conditional Use demonstrates all the requirements of the Code Section 122-62 (C) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Application be passed subject to any conditions set forth on the staff report. The motion on carried by the following vote:**

- Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-029

8

**Transient Unit/License Transfer - Two (2) Units & Licenses in Unassigned Status (formerly 417 Eaton Street) to 503 - 505 Duval Street (RE # 00009570-000000, AK # 1009831)** - a request to transfer two transient units and licenses in unassigned status to property located within the Historic Residential Commercial Core - 1 Duval Street Gulfside (HRCC-1) zoning district pursuant to Chapter 122, Article V, Division 6 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

**A motion was made by Mr. Varela, seconded by Mr. Russo that the Planning Resolution be Passed. The motion carried by the following vote:**

**No:** 1 - Mr. Lloyd

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 5 - Mr. Browning, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-030

9

**Variance - 2415 Fogarty Avenue - (RE# 00050340-000000)** - A request for variances to the maximum allowed building coverage and side setbacks to construct a covered porch in the rear yard on property located within the Single Family (SF) Zoning District pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

**A motion was made by Mr. Pike, seconded by Mr. Varela that the Planning Resolution be Passed. 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 be passed subject to any conditions set forth on the staff report. The motion carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-031

10

**Conditional Use - 3216 Flagler Avenue (RE # 00069060-000100) -**

A request for conditional use approval to allow for medical services on a parcel located within the Limited Commercial District (CL) zoning district pursuant to the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

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

**A motion was made by Mr. Lloyd, seconded by Mr. Pike that the Planning Resolution be Passed with conditions. The Board finds that Applicant’s proposed Conditional Use demonstrates all the requirements of the Code Section 122-62 (C) have been met by the Applicant, that the Applicant has demonstrated a “Good Neighbor Policy” and that the Application be passed subject to any conditions set forth on the staff report and the Board requires proper screening to screen the waste receptacle. The motion on carried by the following vote:**

**Absent:** 1 - Vice Chair Gilleran

**Yes:** 6 - Mr. Browning, Mr. Lloyd, Mr. Pike, Mr. Russo, Mr. Varela, and Chairman Holland

Enactment No: PB Res 2019-032

**Reports**

**Public Comments**

**Board Comments**

**Adjournment at 7:36 P.M.**