

MINUTES
PLANNING & ZONING BOARD
REGULAR MEETING & PUBLIC HEARING

Wednesday, June 18th, 2025 - 9:30 am

Marble Hall, 600 W. Ocean Drive, Key Colony Beach, Florida 33051 & via Zoom Conferencing

1. **Call to Order, Pledge of Allegiance & Roll Call:** The Key Colony Beach Planning & Zoning Board was called to order by Vice-Chair Walsh at 9:30 AM followed by the Pledge of Allegiance and Rollcall. **Present:** Vice-Chair Lin Walsh, Bob Glassman, Leonard Geronemus, Chair George Lancaster (via phone), Lynne Conkling (via phone). **Also present:** City Administrator John Bartus, Building Official Tony Loreno, Assistant City Clerk Danielle Spinola, City Clerk Silvia Roussin.
2. **Approval of the Agenda** (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)

Bob Glassman requested adding a discussion item on Seawalls under Item 8. There were no objections, and Vice-Chair Walsh called for a motion to approve.

MOTION: Motion made by Bob Glassman to approve. George Lancaster seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

3. **Citizen Comments & Correspondence:** None.
4. **Approval of Minutes:** Planning & Zoning Board Minutes May 21st, 2025

There were no changes to the minutes, and Vice-Chair Walsh asked for a motion to approve.

MOTION: Motion made by Bob Glassman to approve. Lenny Geronemus seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

5. **Administration of Oath of Witnesses:** City Clerk Roussin administered the Oath of Witness to Building Official Loreno.
6. **Disclosure of Ex-Parte Communication:** None.
7. **Variance Request(s): A Variance Request by Sharon Power, owner of the property at 150 9th Street, Key Colony Beach, Florida 33051, for the construction of a pool that would encroach on the setback by 2 feet.**
 - a. Proof of Legal Publications & Affidavits of Mailing/Posting
 - b. Presentation of Variance Request – Building Department
 - c. Variance Application
 - d. Applicant Questions & Responses
 - e. Post-Hearing Questions
 - f. Recommendation to approve, deny, or approve with conditions

Vice-Chair Walsh introduced the variance request and asked Building Official Loreno to provide more details. Building Official Loreno discussed the requested variance and expressed no objections. Lenny Geronemus identified himself as the neighbor of the applicant for disclosure purposes. City Clerk Roussin stated that she had advised Lenny Geronemus of the recusal requirements and that they do not apply in this case.

City Clerk Roussin provided the reading of the applicant's questions and responses.

A discussion took place regarding the necessity of obtaining neighbor approval for the requested variance. City Clerk Roussin clarified that letters of approval are not required according to the city's code for variance applications. Further discussion centered on whether unanimous approval is needed for post-hearing questions. There were no additional comments, and Vice-Chair Walsh then requested the reading of the Post-Hearing Questions.

1.) Has the applicant shown good and sufficient cause to grant the variance?

Bob Glassman	Yes
George Lancaster	Yes
Lin Walsh	Yes
Leonard Geronemus	Yes
Lynne Conkling	Yes

2.) Will denial of the variance result in unnecessary hardship to the applicant?

George Lancaster	Yes
Lin Walsh	Yes
Leonard Geronemus	Yes
Lynne Conkling	No
Bob Glassman	Yes

3.) Granting this variance will not result in public expense, a threat to public health & safety and it will not create a threat to or nuisance, or cause fraud or victimization of the public?

Lin Walsh	Yes
Leonard Geronemus	Yes
Lynne Conkling	Yes
Bob Glassman	Yes
George Lancaster	Yes

4.) The property has unique or peculiar conditions or circumstances to this property that do not apply to other properties in the same zoning district.

Leonard Geronemus	No
Lynne Conkling	No
Bob Glassman	Yes
George Lancaster	Yes
Lin Walsh	Yes

5.) Granting this variance would not confer any special privileges in terms of established development in the immediate neighborhood?

Lynne Conkling	Yes
Bob Glassman	Yes
George Lancaster	Yes
Lin Walsh	Yes
Leonard Geronemus	Yes

Vice-Chair Walsh asked for a recommendation to approve, deny, or approve with conditions.

MOTION: Motion made by Bob Glassman to approve. George Lancaster seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

8. Any Other Business: Discussion on Seawalls

Vice-Chair Walsh handed the meeting over to Bob Glassman for discussion. Bob Glassman explained the background of his request and shared his experience with seawall repairs and conversations with Building Official Loreno about permitting and licensing requirements. Building Official Loreno discussed the licensing and permitting requirements for injection foam and soil amendments, the need for a licensed contractor, and the provision of engineering drawings for seawall repairs. He gave additional details on the permitting approval process and how wiring, electrical work, and plumbing are determined through either building plans or a licensed contractor. Bob Glassman mentioned the ability to verify contractors' licenses on the Department of Business and Professional Regulation (DBPR) website. Building Official Loreno advised verifying a General Contractor (GC) license. Bob Glassman also noted that permit fees and a seawall owner's manual are available on the city's website. Commissioner Colonell asked for clarification on the responsibilities of owners and general contractors regarding permit requirements and the usefulness of foam injection. Building Official Loreno commented on the current permitting process and the responsibilities of owners and contractors depending on how the permit is pulled. He further explained Florida Statutes that protect homeowners and outline contractors' liability when pulling permits. Building Official Loreno provided additional details about the lack of certified testing in Florida, the purpose, and the scope of foam injections. Building Official Loreno clarified that certified contractors cannot be denied working in the city and spoke on the contractor's responsibility for inspecting seawalls and filling cracks. Bob Glassman gave additional comments on his experience with foam injections and contractors.

City Clerk Roussin confirmed to check with the City Attorney's office on the voting requirements for variances.

9. Next meeting: July 23, 2025, at 9:30 AM (moved from the regular meeting date on July 16th, 2025)

10. Adjourn: The meeting adjourned at 10:05 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

ADOPTED: July 23, 2025

Silvia Roussin

City Clerk