

MINUTES

PLANNING & ZONING BOARD

REGULAR MEETING & PUBLIC HEARING

Thursday, October 2nd, 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 Regular Meeting & Public Hearing was called to order by Chair George Lancaster at 9:30 AM, followed by the Pledge of Allegiance and Rollcall. **Present:** Chair George Lancaster, Bob Glassman. **Absent:** Vice-Chair Lin Walsh, Leonard Geronemus, Lynne Conkling, 1st Alternate Carman Slusher, 2nd Alternate Patricia Diebold. **Also present:** City Clerk Silvia Roussin, City Administrator John Bartus, Administrative Assistant Par Darnall.

City Clerk Roussin informed that no physical quorum has been established and gave public notice that the Variance Requests for 491 10th Street and 1250 Coury Drive, along with a recommendation for proposed Ordinance No. 2025-502, will be deferred to the City Commission for a Public Hearing and Regular Meeting on October 16th at 9:30 AM, in Marble Hall, in accordance with the City's Code of Ordinances Section 101-171 and Section 101-185. City Clerk Roussin also stated that the discussion on an amendment to setback requirements for residential swimming pools will be heard at the next scheduled Planning & Zoning meeting on October 15th, 2025, at 9:30 AM.

2. ~~Approval of the Agenda~~ (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)
3. ~~Citizen Comments & Correspondence~~
4. ~~Approval of Minutes: Planning & Zoning Board Minutes July 23rd, 2025~~
5. ~~Administration of the Oath of Witness~~
6. ~~Disclosure of Ex-Parte Communication~~
7. ~~Variance Request: A Variance Request from Gizelle Andrade Sarmento and Ian Michael Morgan, owners of the property at 491 10th Street, Key Colony Beach, Florida 33051, for the construction of a residential pool that would encroach into the setback by 5 feet.~~
 - a. ~~Proof of Legal Publications & Affidavits of Mailing/Posting~~
 - b. ~~Variance Application~~
 - c. ~~Recommendation by the Building Official~~
 - d. ~~Letter(s) of Approval from Neighbors (recommended/not required)~~
 - e. ~~Applicant Questions & Responses~~
 - f. ~~Post-Hearing Questions~~
 - g. ~~Recommendation to approve, deny, or approve with conditions~~
8. ~~Variance Request: A Variance Request from Capi Group Holdings, LLC., owner of the property at 1250 Coury Drive, Key Colony Beach, Florida 33051, The Applicant requests an After the Fact Variance from the City of Key Colony Beach Land Development Regulations, Chapter 101, Section 10 (8), for the construction of an approved residential project that has reached its top level as per the permitted plans. A variance is sought for additional height to provide access to the observation deck, which was previously approved as part of the original project design, and the requested height increase is necessary to ensure safe and functional access.~~

- ~~a. — Proof of Legal Publications & Affidavits of Mailing/Posting~~
- ~~b. — Variance Application~~
- ~~c. — Recommendation by the Building Official~~
- ~~d. — Letter(s) of Approval from Neighbors (recommended/not required)~~
- ~~e. — Applicant Questions & Responses~~
- ~~f. — Post Hearing Questions~~
- ~~g. — Recommendation to approve, deny, or approve with conditions~~
- ~~9. — Discussion/Recommendation on a Code Amendment to Side Setback requirements for Residential Swimming Pools~~
- ~~10. — Discussion and Recommendation on a Code Amendment for Boat Lift Installations on 7th Street & Marina Subdivision No.2~~
- ~~a. — Draft Ordinance No. 2025-502~~
- ~~11. — Other Business~~
- 12. **Next meeting:** October 15th, 2025 – 9:30 AM
- 13. **Adjourn:** The meeting adjourned at 9:32 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

ADOPTED: October 15, 2025

Silvia Roussin

City Clerk