

**MINUTES**  
**PLANNING & ZONING BOARD**  
**REGULAR MEETING & PUBLIC HEARING**

Wednesday, October 15<sup>th</sup>, 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 Meeting was called to order by Chair George Lancaster at 9:30 AM, followed by the Pledge of Allegiance, Prayer, and Rollcall. **Present:** Chair George Lancaster, Vice-Chair Lin Walsh, Bob Glassman, Lenoard Geronemus, Lynne Conkling. **Also Present:** Building Official Tony Loreno, Building Assistant Samantha Rodamer, Administrative Assistant Par Darnall, 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)

There were no changes to the agenda and Chair Lancaster asked for a motion to approve.

**MOTION:** Motion made by Leonard Geronemus to approve the agenda. Lynne Conkling seconded the motion.

**DISCUSSION:** None.

**ON THE MOTION:** Rollcall vote. Unanimous approval.

3. **Citizen Comments & Correspondence:** None.

4. **Approval of Minutes**

- a. Planning & Zoning Board Minutes July 23<sup>rd</sup>, 2025

- b. Planning & Zoning Board Minutes October 2<sup>nd</sup>, 2025

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

**MOTION:** Motion made by Lynne Conkling to approve both sets of meeting minutes. Bob Glassman seconded the motion.

**DISCUSSION:** None.

**ON THE MOTION:** Rollcall vote. Unanimous approval.

5. **Administration of the Oath of Witness:** City Clerk Roussin administered the Oath of Witness to Mr. John Appleson, the representative of the Boatlift Application, and Building Official Loreno.

6. **Disclosure of Ex-Parte Communication:** None.

7. **Discussion/Recommendation for Approval for the Installation of a 32,000 Cradle-Style Boatlift for the property at 195 15<sup>th</sup> Circle.**

- a. Boatlift Application

- b. Letter(s) of Approval from Neighbor(s)

Chair Lancaster introduced the agenda item and asked Building Official Loreno to elaborate. Building Official Loreno stated that the requested boatlift installation will have no impact on neighboring properties and recommended approval. Mr. Appleson had no additional comments on the application. Building Official Loreno explained the need for approval and elaborated on how size might cause visual impacts. John Appleson clarified that the dock was existing and had not been installed by his company.

There was no further discussion, and Chair Lancaster asked for a motion to approve.

**MOTION:** Motion made by Leonard Geronemus to approve the application. Lynne Conkling seconded the motion.

**DISCUSSION:** None.

**ON THE MOTION:** Rollcall vote. Unanimous approval.

City Clerk Roussin advised requesting the addition of the recommendation to the next day's City Commission agenda.

**8. Discussion/Recommendation on a Code Amendment to Side Setback requirements for Residential Swimming Pools**

Chair Lancaster introduced the agenda item and asked Building Official Loreno to provide details. Building Official Loreno discussed current ordinance requirements for swimming pools, common variance requests, and potential changes and their impacts. He also commented on the amendment to apply solely to residential pools, excluding pool equipment and other accessory structures Building Official Loreno confirmed that correct wording in the amendment will prevent misuse of the changes. City Clerk Roussin stated that a draft ordinance will return to the Board if the Commission follows the Board's recommendation. After further discussion, Chair Lancaster requested a motion to approve the recommendation to alter the side setback requirements for residential swimming pools, based on the Building Official's suggestion, pending review of the draft ordinances by the Planning & Zoning Board.

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

**DISCUSSION:** City Clerk Roussin stated the motion for the record.

**ON THE MOTION:** Rollcall vote. Unanimous approval.

**9. Other Business:** None.

**10. Next meeting:** November 19<sup>th</sup>, 2025, 9:30 AM

**11. Adjourn:** The meeting adjourned at 9:54 AM.

Respectfully submitted,



City Clerk

**ADOPTED: November 19, 2025**

**Silvia Roussin**

**City Clerk**