

AGENDA
PLANNING & ZONING BOARD
REGULAR MEETING & PUBLIC HEARING

Wednesday, February 18th, 2026 – 3:30 PM

Marble Hall, 600 W. Ocean Drive, Key Colony Beach, Florida 33051 & via Zoom Conferencing
[Zoom Conferencing Information at the end of the Agenda](#)

- 1. Call to Order, Pledge of Allegiance & Roll Call**
- 2. Swearing in of Newly Appointed Alternate Planning & Zoning Board Member Larry Freels – Pg. 1**
- 3. Approval of the Agenda** (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)
- 4. Citizen Comments & Correspondence**
- 5. Approval of Minutes**
 - a. Planning & Zoning Board Minutes January 21st, 2026 – Pgs. 2-3**
- 6. Administration of Oath of Witness**
- 7. Disclosure of Ex-Parte Communications – Pg. 4**
- 8. Items for Discussion/Approval**
 - a. Discussion/Recommendation for Approval of the Installation of a 40,000-pound Elevator-Style Boatlift for the property located at 541 11th Street**
 - 1. Engineering Plans – Pgs. 5-8**
 - 2. Letters of Approvals from Neighbors – Pgs. 9-10**
- 9. Other Business**
- 10. Next meeting: March 18th, 2026, 3:30 PM**
- 11. Adjourn**

“Members of the Public may speak for three minutes and may only speak once unless waived by a majority vote of the commission.”

Letters submitted to the City Clerk to be read at the Commission Meeting will be made part of the record but not read into record. Persons who need accommodations in order to attend or participate in this meeting should contact the City Clerk at 305-289-1212 at least 48 hours prior to this meeting in order to request such assistance. If a person decides to appeal any decision made with respect to any matter considered at any meeting, that person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

This meeting will be held at the City Hall Auditorium ‘Marble Hall’, 600 W. Ocean Drive, Key Colony Beach, and via Zoom.

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/89835654561?pwd=NdGHNjP77KobdxbwbyQmCAtOsl0HbX.1>

Passcode:663604

Phone one-tap:

+13052241968,,89835654561#,,,,*663604# US
+19292056099,,89835654561#,,,,*663604# US (New York)

Join via audio:

+1 305 224 1968 US
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 646 931 3860 US
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 689 278 1000 US
+1 719 359 4580 US
+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US

Webinar ID: 898 3565 4561

Passcode: 663604

International numbers available: <https://us02web.zoom.us/u/kdfuoGYtqk>

City of Key Colony Beach

PO Box 510141 Key Colony Beach, Florida • Phone# 305-289-1212 • Fax# 305-289-1767



PLANNING & ZONING BOARD - OATH OF OFFICE

"I do solemnly swear that I will support, protect, and defend the Constitution and Government of the United States, and of the State of Florida, against all enemies, domestic and foreign, and that I will bear true faith, loyalty, and allegiance to the same, and that I am entitled to hold office under the Constitution, and that I will faithfully perform all duties as a member of the Planning & Zoning Board of the City of Key Colony Beach on which I am about to enter, so help me God."

Signature: _____

Printed Name: _____

Date: _____

Sec. 2-1. - Oath of office.

Each city official, whether elective or appointive, shall, before entering upon the discharge of the duties of office, take and subscribe the following oath before a notary public, or any officer authorized to administer oaths in Florida, to wit: "I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States, and of the State of Florida, against all enemies, domestic and foreign, and that I will bear true faith, loyalty and allegiance to the same, and that I am entitled to hold office under the Constitution, and that I will faithfully perform all the duties of the office of (mayor, city clerk, etc.) of Key Colony Beach on which I am about to enter, so help me God." The oath of office shall be filed with the city clerk and kept and preserved as a part of the records of the city.

(Ord. No. 353-2003, 2-13-03)

MINUTES
PLANNING & ZONING BOARD
REGULAR MEETING & PUBLIC HEARING

Wednesday, January 21st, 2026 - 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 Chair George Lancaster at 9:30 AM, followed by the Pledge of Allegiance and Rollcall. **Present:** George Lancaster, Lin Walsh, Lenny Geronemus, Lynne Conkling, Skip Helme. **Also present:** City Administrator John Bartus, Building Official Tony Loreno, Commissioner Kirk Diehl, Administrative Assistant Par Darnall, City Clerk Silvia Roussin.

2. **Election of Chair and Vice-Chair:** *(Election Procedures: Person(s) is/are nominated; the nomination does not require a second. Votes are cast for each nominee via rollcall)*

a. **Election for Chair:** City Clerk Roussin asked for a nomination for Chair.

NOMINATION: Lynne Conkling nominated George Lancaster for Chair. There were no other nominations.

ON THE NOMINATION: Rollcall vote. Unanimous approval.

George Lancaster was re-elected to Chair.

b. **Election for Vice-Chair:** Chair Lancaster asked for a nomination for Vice-Chair.

NOMINATION: Lynne Conkling nominated Lin Walsh for Vice-Chair. There were no other nominations.

ON THE NOMINATION: Rollcall vote. Unanimous approval.

Lin Walsh was re-elected to Vice-Chair.

3. **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 Vice-Chair Walsh to approve. Lenny Geronemus seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

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

5. **Approval of Minutes**

a. Planning & Zoning Board Minutes December 17th, 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 the minutes. Lenny Geronemus seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

~~6. Administration of Oath of Witness~~

7. **Disclosure of Ex-Parte Communications:** None.

8. Items for Discussion/Approval

- a. Discussion/Approval of the Appointment of Larry Freels to the Planning & Zoning Board as an Alternate Member

Chair Lancaster introduced the discussion item and stated there were no concerns or objections to the recommendation for appointment. The Board discussed the recommendation, including concerns about not knowing the candidate personally, the candidate's unavailability for questions, experience in real estate and construction, and residency within the city. There was no further discussion, and Chair Lancaster called for a motion to approve Larry Freels to the Planning & Zoning Board as an Alternate Member.

MOTION: Motion made by Lenny Geronemus to approve. Skip Helme seconded the motion.

FURTHER DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

City Clerk Roussin informed that the recommendation was to be presented to the City Commission the following day.

9. Other Business

10. Next meeting: February 18th, 2026, 3:30 PM

11. Adjourn: The meeting adjourned at 9:36 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

EX-PARTE COMMUNICATIONS

An ex-parte communication is defined as:

any contact, conversation, communication, writing, correspondence, memorandum or any other verbal or written communication that takes place outside a public hearing between a member of the public and a member of a quasi-judicial board, regarding matters which are to be heard and decided by said quasi-judicial board.

Site visits and expert opinions are also considered ex-parte communications.

In the event that someone contacts a Board Member about a quasi-judicial matter outside of a public meeting, at such time that particular issue is brought before the Board, the Board Member should state on the record:

- the existence of any ex-parte communication,
- the nature of the communication,
- the party who originated the ex-parte communication, and
- whether or not the ex-parte communication affects your ability to impartially consider the evidence presented.

Similarly, any correspondence received by a Board Member must be forwarded to the Board Clerk.

Note: The term "Board Member" would include all members of the Code Enforcement Board, the Planning & Zoning Committee, and the City Commission when they are acting in a quasi-judicial capacity (for example, but not limited to, code violation hearings and variance hearings).

PROJECT LOCATION

PARCEL ID 00077180-000000
 BK 12 LOT 23
 KEY COLONY BEACH SECOND ADDN PB 4-94
 SEC/TWP/RNG 05/66/33
 SHELTER KEY (KEY COLONY BEACH)
 LATITUDE: 24.722939°N LONGITUDE: 81.025206°W

DIRECTIONS:

US HIGHWAY NO 1 NORTH TO MM 54±.
 RIGHT ON SADOWSKI CAUSEWAY.
 RIGHT ON OCEAN DRIVE WEST.
 RIGHT ON 11TH ST.
 PROPERTY ADDRESS: 541 11TH ST

ADJOINING OWNERS

HIRALDO & OMAIDA CARIDAD DE LA ROSA
 19621 W OAKMONT DR
 HIALEAH, FL 33015

TERRY GREGORY & MARGARET LEE TAYLOR
 1001 RIVERSIDE DR
 CHARLOTTE, NC 28214



REVISIONS:

LOCATION & VICINITY MAP
 SCALE: AS SHOWN

DOCK/SEAWALL REPAIR/REPLACEMENT- KCB HOUSE LLC
 541 11TH STREET
 KEY COLONY BEACH, MONROE COUNTY, FL

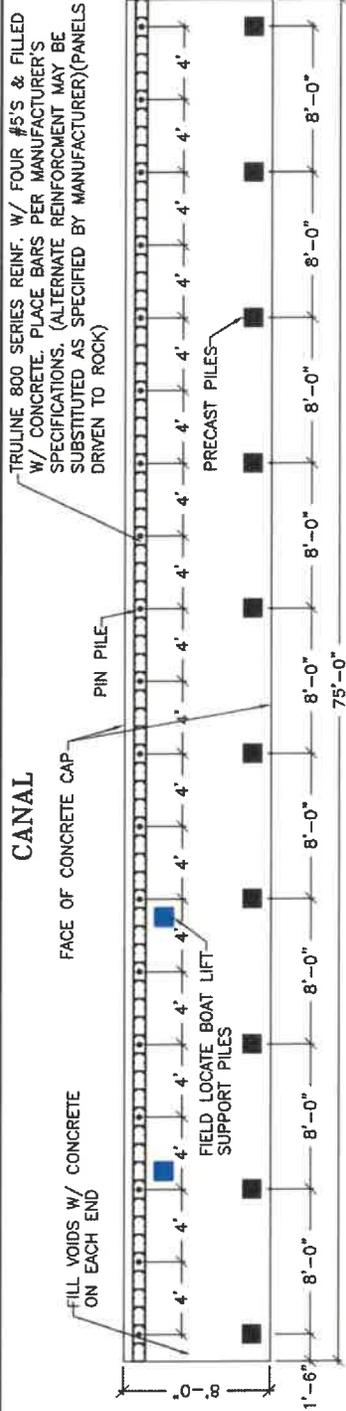
GLEN BOE AND ASSOCIATES, INC. # 4061
 5800 OVERSEAS HIGHWAY, SUITE 4, MARATHON, FL 33060
 Telephone (305) 743-9121 Fax (305) 743-9197
 Email: glenboe@bellsouth.net

DATE: 08/12/25

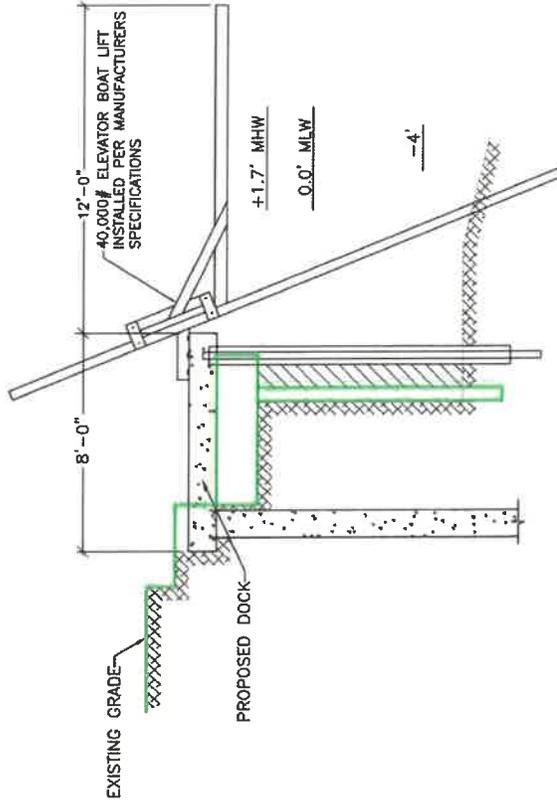
Sean P. Kirwan, State of Florida, Professional Engineer, License No. 57506.
 This item has been digitally signed and sealed by Sean P. Kirwan on the date indicated here. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Sean Kirwan
 Digitally signed by Sean Kirwan
 Date: 2026.01.26 15:37:49 -05'00'

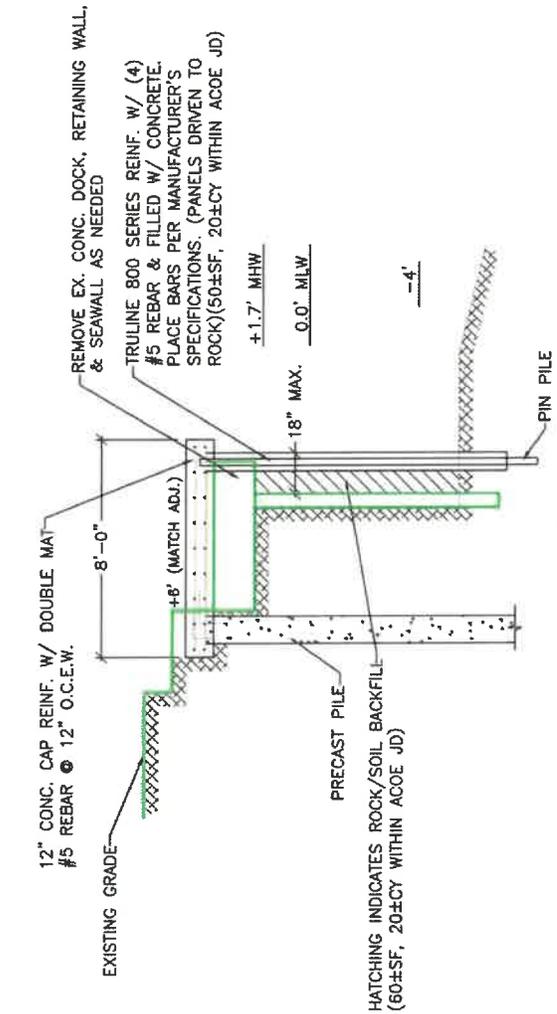
Sean Kirwan
 Digitally signed by Sean Kirwan
 Date: 2026.01.26 15:38:09 -05'00'



FOUNDATION PLAN
 SCALE: 1/8" = 1'-0"



SECTION (BOAT LIFT)
 SCALE: 3/16" = 1'-0"



TYPICAL SECTION
 SCALE: 3/16" = 1'-0"

3	DATE: 06/12/25	GLEN BOE AND ASSOCIATES, INC. # 4061 500 OVERSEAS HIGHWAY, SUITE 1, MARATHON, FL 33660 Telephone 36087-63121 Email: glenboe@glboeinc.net	DOCK/SEAWALL REPAIR/REPLACEMENT- KCB HOUSE LLC 541 11TH STREET KEY COLONY BEACH, MONROE COUNTY, FL	REVISIONS:
				1 01/26/26

CONSTRUCTION NOTES:

1. CONTRACTOR SHALL OBTAIN ALL APPLICABLE PERMITS PRIOR TO COMMENCING WORK. THE REQUIREMENTS OF THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, THE ARMY CORPS OF ENGINEERS & LOCAL REGULATIONS SHALL GOVERN ALL WORK.
2. WORK SHOWN ON DRAWINGS IS DESIGNED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 2023. FOLLOW ALL APPLICABLE PROVISIONS FOR ALL PHASES OF CONSTRUCTION. THE PROPOSED STRUCTURE(S) IS DESIGNED FOR A MINIMUM LIVE LOAD OF 45 PSF/DEAD LOAD 10 PSF, 180 MPH (3 SECOND GUST), EXPOSURE D, RISK CATEGORY 1, ASCE 7-22.
3. CONTRACTOR SHALL ADHERE TO THE STANDARD MANATEE CONSTRUCTION CONDITIONS (LATEST EDITION). IF NEEDED, THE CONTRACTOR CAN CONTACT THE ARMY CORPS OF ENGINEERS OR THIS OFFICE TO OBTAIN A COPY OF THE STANDARD MANATEE CONSTRUCTION CONDITIONS.
4. BEST MANAGEMENT PRACTICES, INCLUDING THE USE OF TURBIDITY SCREENS, ARE REQUIRED TO ISOLATE THE CONSTRUCTION AREA FROM THE ADJACENT WATERS. CONTRACTOR SHALL INSTALL TURBIDITY SCREENS AROUND THE IMMEDIATE PROJECT AREA PRIOR TO CONSTRUCTION. THE TURBIDITY SCREENS REMAIN IN PLACE UNTIL WATER QUALITY CONDITIONS RETURN TO PRECONSTRUCTION CONDITIONS. WATER QUALITY MONITORING SHALL ADHERE TO STATE REGULATIONS.
5. ELECTRIC & WATER (DESIGN PROVIDED BY OTHERS) SHALL BE PROVIDED AS DIRECTED BY OWNER. CONTRACTOR SHALL COORDINATE FINAL LOCATION OF ALL PROPOSED UTILITIES WITH OWNER PRIOR TO CONSTRUCTION.
6. CONTRACTOR SHALL FIELD VERIFY DIMENSIONS & WATER DEPTHS PRIOR TO CONSTRUCTION. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER BEFORE COMMENCING WORK.
7. THE STRUCTURAL INTEGRITY OF THE COMPLETED STRUCTURE DEPENDS ON INTERACTION OF VARIOUS CONNECTED COMPONENTS. PROVIDE ADEQUATE BRACING, SHORING, AND OTHER TEMPORARY SUPPORTS AS REQUIRED TO SAFELY COMPLETE THE WORK.
8. EXERCISE EXTREME CARE AND CAUTION WHEN EXCAVATING AND FILLING ADJACENT TO EXISTING STRUCTURES. UNDER NO CIRCUMSTANCES SHALL THE STRUCTURAL INTEGRITY OF THE EXISTING STRUCTURES BE IMPAIRED IN ANY WAY BY CONSTRUCTION OPERATIONS AND PROCEDURES. DO NOT EXCAVATE OR DISTURB SOIL ADJACENT TO OR BENEATH EXISTING FOOTINGS.
9. CONTRACTOR SHALL COORDINATE INSTALLATION OF CLEATS, LADDERS, PILE CAPS, AND OTHER DOCK ACCESSORIES WITH OWNER PRIOR TO CONSTRUCTION. ALL DOCK ACCESSORIES SHALL BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS. STAINLESS STEEL HARDWARE SHALL BE USED FOR ALL CONNECTIONS TO DOCK. PROVIDE A MINIMUM OF 3" CLEARANCE FROM EDGE OF STRUCTURE TO EDGE OF BOLTS.

PIN PILES:

PILES SHALL BE 3" SCH 80 STEEL PIN PILES (5' MIN. IN ROCK).

PILES SHALL BE SPACED @ MAXIMUM OF 5' O.C. UNLESS OTHERWISE SHOWN.

DO NOT DRIVE PILES WITHIN 20 FEET OF CONCRETE LESS THAN SEVEN DAYS OLD.

CUT OFF PILES TO PROVIDE A MINIMUM OF 3" EMBEDMENT INTO CONCRETE CAP.

PILES SHALL DEVIATE FROM PLUMB AND ANGLE OF BATTER NO MORE THAN 1/4 INCH PER FOOT OF PILE LENGTH, BUT NOT MORE THAN 6 INCHES OVERALL. PILES SHALL NOT DEVIATE FROM LOCATION OF PILE TOP MORE THAN 6 INCHES.

REMOVE CUTOFF SECTIONS OF PILES FROM THE SITE AND LEGALLY DISPOSE.

CONCRETE CAP & VINYL SHEET PILE:

CAST IN PLACE CONCRETE SHALL BE TYPE II CONCRETE WITH A COMPRESSIVE STRENGTH OF 5,000 PSI AT 28 DAYS. MAXIMUM WATER-CEMENTIOUS MATERIALS RATIO BY WEIGHT RATIO SHALL BE 0.40. SLUMP SHALL NOT EXCEED 5" (1"±).

CONCRETE CAP SHALL CONTAIN MICRO- OR MACRO-SYNTHETIC FIBER REINFORCEMENT. FIBER LENGTHS SHALL BE 1/2 INCH TO 2.25 INCHES (13 TO 56 MM) IN LENGTH. DOSAGE AMOUNTS SHALL BE FROM 0.75 TO 3.0 POUNDS PER CUBIC YARD (0.45 TO 1.78 KG/M3) IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. SYNTHETIC FIBERS SHALL COMPLY WITH ASTM C1116.

REINFORCING BARS SHALL BE NEW BILLET STEEL CONFORMING TO ASTM A 615, GRADE 60. ALL DETAILING AND ACCESSORIES TO CONFORM TO ACI DETAILING MANUAL (LATEST EDITION).

PROVIDE 3/4" CHAMFER ON ALL EXPOSED CONCRETE EDGES.

PROVIDE LIGHT BROOM FINISH ON ALL EXPOSED CONCRETE SLABS.

REINFORCED CONCRETE CONSTRUCTION TO CONFORM TO ACI 318 "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE".

PROVIDE SLEEVES FOR ALL PIPES, CONDUITS, ETC. THAT PENETRATE CONCRETE STRUCTURAL MEMBERS PRIOR TO PLACEMENT OF CONCRETE. CUTTING OR DRILLING OF HARDENED CONCRETE NOT PERMITTED.

DO NOT EMBED HORIZONTAL CONDUITS, PIPES, ETC., IN HORIZONTAL CONCRETE STRUCTURAL MEMBERS UNLESS SPECIFICALLY SHOWN ON STRUCTURAL DRAWINGS.

REQUIRED CONCRETE COVER FOR REINFORCING STEEL (UNLESS NOTED OTHERWISE):
TOP 3" MINIMUM, BOTTOM 3" MINIMUM, SIDES 3" MINIMUM

PROVIDE CHAIRS, SPACERS, TIES, AND ALL DEVICES NECESSARY FOR PROPER PLACING, SPACING, SUPPORTING, AND FASTENING REINFORCEMENT AS REQUIRED BY ACI 315. PROVIDE CHAIRS, SPACERS, BOLSTERS, AND ITEMS IN CONTACT WITH FORMS WITH HOT-DIP GALVANIZED LEGS OR PLASTIC LEGS.

LAP SPLICE CONTINUOUS VERTICAL OR HORIZONTAL BARS IN CONCRETE MEMBERS BY WIRING TOGETHER IN CONTACT IN ACCORDANCE WITH ACI 318, LATEST EDITION, FOR CLASS "B" TENSION LAP SPLICES. DO NOT SPLICE CONTINUOUS TOP BARS IN BEAMS AT ENDS OF CLEAR SPANS. DO NOT SPLICE CONTINUOUS BOTTOM BARS IN BEAMS IN CLEAR SPANS BETWEEN SUPPORTS.

CONCRETE PILES:

PILES SHALL BE COMMERCIAL GRADE BY FLORIDA ROCK & SAND OR APPROVED EQUAL.

CONCRETE PILES SHALL BE 12"x12" PRESTRESSED CONCRETE PILES W/ FOUR 0.6" DIAMETER 270 LOW-RELAXATION STRAND @ 44 KIPS W/ W3.4 WIRE SPIRAL TIES. MINIMUM COMPRESSIVE STRENGTH AT 28 DAYS SHALL BE 6000 PSI. CONCRETE SHALL BE FDOT CLASS V SPECIAL. ALL REINFORCING STEEL, EXCEPT SPIRAL TIES, SHALL BE ASTM A615, GRADE 60. SPIRAL TIES SHALL BE HARD DRAWN BASIC WIRE IN ACCORDANCE WITH ASTM A-82. EACH WRAP OF SPIRAL SHALL BE TIED TO AT LEAST TWO CORNER STRANDS.

ALTERNATE STRAND PATTERNS -

EIGHT 7/16" DIAMETER 270 LOW-RELAXATION STRAND @ 23.3 KIPS

EIGHT 1/2" DIAMETER 250 STRESS RELIEVED STRAND @ 24.1 KIPS

TWELVE 3/8" DIAMETER 270 LOW-RELAXATION STRAND @ 17.2 KIPS

TWELVE 3/8" DIAMETER 250 STRESS RELIEVED STRAND @ 15.6 KIPS

PILES SHALL BE SET IN PREDRILLED OR PREPUNCHED HOLES AND DRIVEN TO PENETRATE FIRM ROCK 7' MIN.

PILES SHALL BE SPACED @ MAXIMUM OF 10' O.C. UNLESS OTHERWISE SHOWN.

DO NOT DRIVE PILES WITHIN 20 FEET OF CONCRETE LESS THAN SEVEN DAYS OLD.

RE-DRIVE ANY PILE WHICH IS RAISED DURING DRIVING OF ADJACENT PILES, TO THE ORIGINAL TIP ELEVATION.

CUT OFF PILES TO PROVIDE A MINIMUM OF 3" EMBEDMENT INTO CONCRETE CAP. PROVIDE A MINIMUM 30" SPLICE FOR ALL STRANDS. PILE STRAND EMBEDMENT MAY BE SUBSTITUTED W FOUR #5'S DOWELED & EPOXIED 8" MINIMUM INTO TOP OF PILE. EPOXY SHALL BE SIMPSON STRONG TIE ET-3G OR EQUAL AND APPLIED PER MANUFACTURER'S SPECIFICATIONS.

PILES SHALL DEVIATE FROM PLUMB AND ANGLE OF BATTER NO MORE THAN 1/4 INCH PER FOOT OF PILE LENGTH, BUT NOT MORE THAN 6 INCHES OVERALL. PILES SHALL NOT DEVIATE FROM LOCATION OF PILE TOP MORE THAN 6 INCHES.

REMOVE CUTOFF SECTIONS OF PILES FROM THE SITE AND LEGALLY DISPOSE.

REVISIONS:

Sean P. Kirwan, State of Florida, Professional Engineer, License No. 57506. This item has been digitally signed and sealed by Sean P. Kirwan on the date indicated here. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

DOCK/SEAWALL REPAIR/REPLACEMENT- KCB HOUSE LLC
541 11TH STREET
KEY COLONY BEACH, MONROE COUNTY, FL

GLEN BOE AND ASSOCIATES, INC. # 4061
5800 OVERSEAS HIGHWAY, SUITE 4, MARATHON, FL 33660
Telephone (305) 743-9121 Fax (305) 743-9187
Email: glenboe@hellsouth.net

DATE: 06/12/25

1/26/26

Dear Key Colony Beach Building and Planning,

I, HIRALDO DE LA ROSA, homeowner of 561 11th St. Key Colony Beach, do not have any issues with the proposed project at 541 11th St. The boat lift will not encroach onto my property.

Sincerely,

X:



02/09/2026

1/26/26

Dear Key Colony Beach Building and Planning,

I, Ferry A. Taniel homeowner of 521 11th St. Key Colony Beach,
do not have any issues with the proposed project at 541 11th St. The boat lift will not
encroach onto my property.

Sincerely,

X: 
