

MINUTES
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

1. **Call to Order, Pledge of Allegiance & Roll Call:** The Key Colony Beach Planning & Zoning Board meeting was called to order by Chair George Lancaster at 3:30 PM, followed by the Pledge of Allegiance and Rollcall. **Present:** Chair George Lancaster, Vice-Chair Lin Walsh, Leonard Geronemus, Lynne Conkling. **Absent:** Skip Helme, 1st Alternate Patricia Diebold. **Also present:** Mayor Freddie Foster, Commissioner Kirk Diehl, City Administrator John Bartus, Building Official Tony Loreno, Administrative Assistant Par Darnall, City Clerk Silvia Roussin.

2. **Swearing in of Newly Appointed Alternate Planning & Zoning Board Member Larry Freels:** City Clerk Roussin administered the Oath of Office to newly appointed alternate Planning & Zoning Board Member Larry Freels.

Chair Lancaster invited Larry Freels to the dais to serve as a substitute for the absent Board member Skip Helme.

Chair Lancaster called for roll again to include Larry Freels in the record.

3. **Approval of the Agenda** (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)

City Clerk Roussin informed of the agenda addition of a proposed draft Ordinance for Seawall Compliance under Agenda Item 8b. There were no other changes, and Chair Lancaster asked for a motion to approve the agenda.

MOTION: Motion made by Lynne Conkling to approve. Larry Freels 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 January 21st, 2026

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. Lin Walsh seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

6. **Administration of Oath of Witness:** None.

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

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
2. Letters of Approvals from Neighbors

Chair Lancaster introduced the agenda item and asked Building Official Loreno to elaborate. Building Official Loreno stated that the requested lift complies with all riparian and easement requirements and has no objection to

approving the request. Building Official Loreno also confirmed that the house will be a single-family home.

MOTION: Motion made by Leonard Geronmus to approve. Lynne Conkling seconded the motion.

DISCUSSION: Building Official Loreno confirmed that approval is required because the lift's capacity exceeds 31,000 pounds and does not exceed more than 25% of the canal's width. Chair Lancaster asked to review the ordinance to determine whether an amendment is needed to increase lift capacities.

ON THE MOTION: Roll call vote. Unanimous approval.

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

b. Discussion/Recommendation on a proposed Ordinance for Seawall Compliance **Agenda Addition**

Chair Lancaster introduced the agenda item and opened the floor for discussion. Lynne Conkling emphasized the importance of the ordinance being safety-focused and asked Building Official Loreno to explain how the need for seawall repairs is identified and how homeowners are notified when their seawall is deemed compromised. Building Official Loreno stated that the City will require homeowners to engage a licensed engineer to evaluate any safety concerns and recommend appropriate remediation.

City Clerk Roussin outlined the process for adopting an ordinance, including public notice requirements. Lynne Conkling noted that the proposed 12-month timeframe for completing repairs could be challenging for some homeowners but acknowledged that the ordinance allows the possibility of an extension when warranted. Vice-Chair Walsh agreed that although the timeline is tight, it remains reasonable, especially with the option for extensions granted by the Building Department. Chair Lancaster concurred.

Mayor Foster commented on the use of the term *reasonable*, emphasizing that it refers to a homeowner's good-faith effort to schedule necessary repairs in a timely manner, independent of vacation rental occupancy considerations.

The Board expressed appreciation for the proposed ordinance, and Chair Lancaster called for a motion to approve.

MOTION: Motion made by Lynne Conkling to recommend the ordinance change to the Commission. Leonard Geronemus seconded the motion.

DISCUSSION: City Clerk Roussin clarified that the proposed Ordinance is not an amendment but rather a new ordinance.

ON THE MOTION: Rollcall vote. Unanimous approval.

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

9. Other Business: The Board briefly discussed how long meetings continue to be held in the afternoons, and possible Zoom meetings.

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

11. Adjourn: The meeting adjourned at 3:54 PM.

Respectfully submitted,

Silvia Roussin

City Clerk

ADOPTED: April 15, 2026

Silvia Roussin

City Clerk