

City of Marathon Planning Commission
Monday June 22, 2026
9805 Overseas Hwy
City Hall Council Chambers
5:30 PM

1. **Call To Order**
 2. **Pledge Of Allegiance**
 3. **Roll Call**
 4. **Approval Of Minutes**
 5. **Quasi-judicial Statement**
 6. **Items For Public Hearing**
 7. **Adjournment**
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5. Please be advised that some items on the agenda may be quasi-judicial in nature. If you wish to give testimony on any item, please inform the Boards clerk by filling out an available sign-up form. An opportunity to speak will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, all persons giving testimony may be subject to cross examination. If you refuse either to be cross-examined or to be sworn your testimony will not be considered. The public will not be allowed to cross-examine witnesses, but they can ask the Commission to ask questions on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization.

6. Items For Public Hearing

1. Consideration Of A Request By Key Colony Homes, LLC., For A Conditional Use Permit, Pursuant To Chapter 102, Article 13 Of The City Of Marathon Land Development Regulations (“The Code”) Entitled “Conditional Use Permits”, Authorizing The Construction Of A Boat Ramp At The Property Located At 62 Coco Plum Drive, Which Is Legally Described As BK 3 Lots 3 And 4, Coco Plum Beach, Fat Deer Key PB4-166, Marathon, Monroe County, Florida, Having Real Estate Number 00363290-000000, Nearest Mile Marker 54.

The City of Marathon is committed to ensuring that all members of the public can participate fully in City Council meetings, programs, and services. We strive to provide an inclusive and accessible environment in accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act.

The City will provide reasonable accommodations to enable individuals with disabilities to attend and engage in Council meetings.

To request accommodation, please contact:

*Evie Engelmeyer, **ADA Coordinator***

City of Marathon

Phone: (305) 289-4122

Email: engelmeyere@ci.marathon.fl.us

Address: 9805 Overseas Highway, Marathon, FL 33050

*To ensure availability, requests should be made **at least 72 hours before the meeting**. However, the City will make every effort to fulfill requests received in less time.*

We welcome public input on how we can continue improving accessibility. If you have comments, concerns, or suggestions regarding accessibility at City Council meetings, please reach out to the ADA Coordinator using the contact information above.



**City of Marathon Planning Commission
Monday May 18, 2026
9805 Overseas Hwy
City Hall Council Chambers**

MINUTES

Royse called the meeting of the Planning Commission to order on May 18, 2026, at 5:30 pm.

In attendance: Planning Director Brian Shea, Attorney Steve Williams, Admin Assistant Lorie Mullins, Admin Assistant Sarah Kirkhart, Planner McKenzie Fraley, and members of the public.

The Pledge of Allegiance was recited.

The roll was called. Hiram Machado-present; Mary Ann Royse-present; Mike Cinque-absent; Andrew George-present; John Keller-present.

Royse called for approval of the Minutes from the November 2025 meeting. A motion was made and approved.

Royse called for approval of the Minutes from the February 2026 meeting. A motion was made and approved.

The quasi-judicial statement was read into the record.

Item 1 was read into the record.

1. An Ordinance Of The City Of Marathon, Florida, Amending The City's Land Development Regulations, Chapter 104, "Specific Use Regulations," Article 1, "General Provisions," Section 104.64, "Waterfront Walkways And Docks:"; Providing For Severability; Providing For The Repeal Of Conflicting Provisions; Providing For The Transmittal Of This Ordinance To Florida Commerce After Final Adoption By The City Council; And Providing For An Effective Date.

Shea presented the item with the use of visual aids.

It was noted that commissioner Keller was one of the applicants and recused himself from participation in the vote.

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After a brief discussion Royce made a motion to accept the item. Machado seconded. The motion was approved 3-0 with Keller abstaining.

Item 2 through Item 8 were read into the record.

2. Consideration Of A Request By Key Colony Homes, LLC., For A Conditional Use Permit, Pursuant To Chapter 102, Article 13 Of The City Of Marathon Land Development Regulations

(“The Code”) Entitled “Conditional Use Permits”, Authorizing The Construction Of A Boat Ramp At The Property Located At 62 Coco Plum Drive, Which Is Legally Described As BK 3 Lots 3 And 4, Coco Plum Beach, Fat Deer Key PB4-166, Marathon, Monroe County, Florida, Having Real Estate Number 00363290-000000, Nearest Mile Marker 54.

Shea presented the item with the use of visual aids.

No members of the public appeared in opposition.

After a brief discussion Royce made a motion to accept the item. George seconded. The motion was approved 4-0.

Motion and second to adjourn at 6:10pm.

ATTEST:

MaryAnn Royse-Planning Commission Chair

ATTEST:

Lorie Mullins-Admin Assistant
Planning Department

Audio-Video is available upon request.

Pursuant to Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the Planning Commission with respect to any matter considered at such hearing or meeting, one will need a record of the proceedings and for such purpose that person may need to ensure that a verbatim record of the proceedings is made; such record includes the testimony and evidence upon which the appeal is to be based.

(Please note that one or more Marathon City Council members may participate in the meeting.)

PLANNING COMMISSION AGENDA STATEMENT



Meeting Date: May 18, 2026
To: Planning Commission
From: Brian Shea, Planning Director

Agenda Item: Consideration Of A Request By Key Colony Homes, LLC, For A Conditional Use Permit, Pursuant To Chapter 102, Article 13 Of The City Of Marathon Land Development Regulations (“The Code”) Entitled “Conditional Use Permits”, Authorizing The Construction Of A Boat Ramp At The Property Located At 62 Coco Plum Drive, Which Is Legally Described As BK 3 Lots 3 And 4, Coco Plum Beach, Fat Deer Key PB4-166, Marathon, Monroe County, Florida, Having Real Estate Number 00363290-000000, Nearest Mile Marker 54.

APPLICANT/ OWNER: Key Colony Homes, LLC

AGENT: Sean Rempfer

LOCATION: The project is located at 62 Coco Plum Drive, nearest Mile Marker 54.

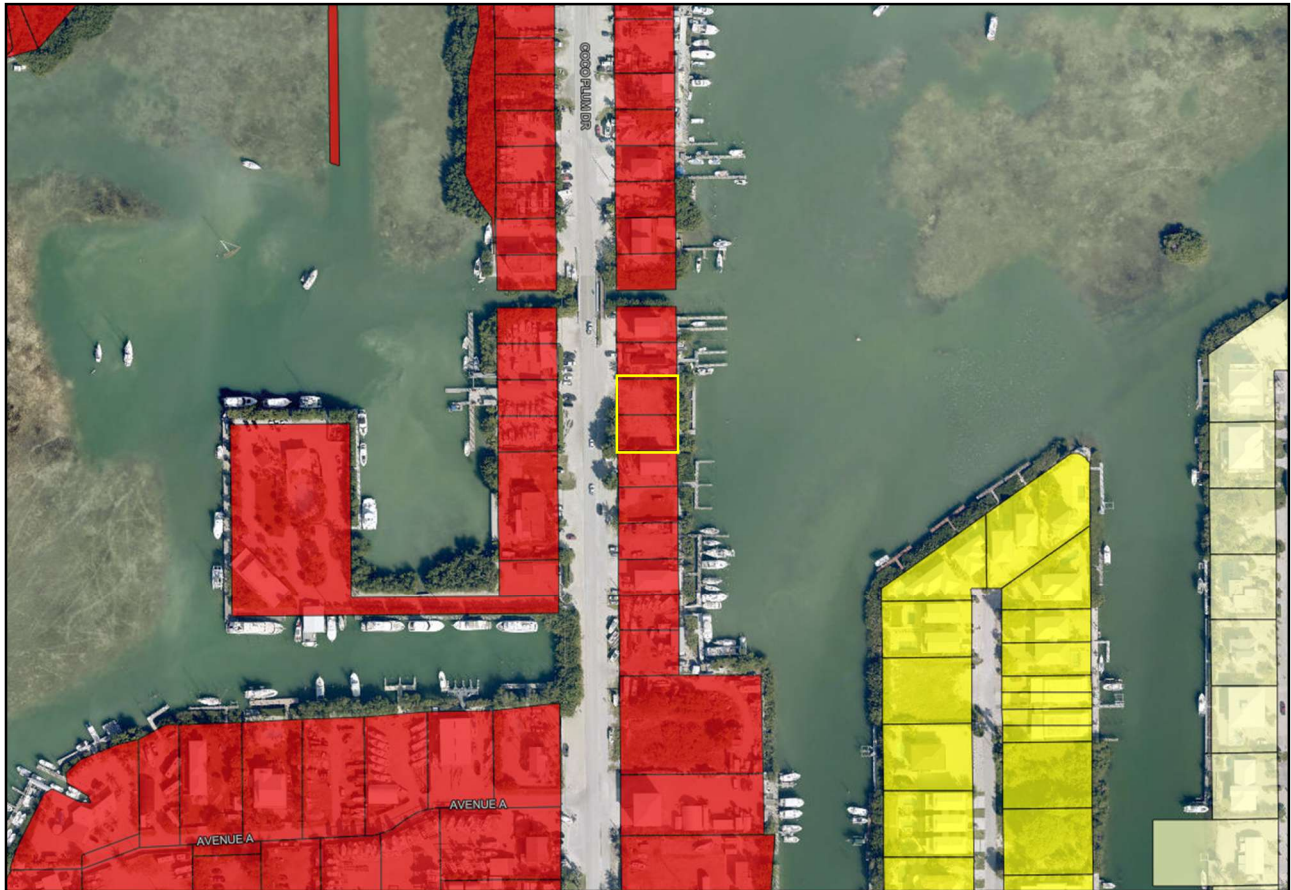
**Figure 1
Project Site**



REQUEST: Conditional Use Approval for the construction of a boat ramp on the subject property.

FUTUTRE LAND USE MAP DESIGNATION:
Mixed-Use Commercial (MU-C). See Figure 2.

Figure 2
Future Land Use Map



ZONING MAP DESIGNATION:
Mixed-Use Maritime (MU-M). See Figure 3.

**Figure 3
Zoning Map**



LOT SIZE:

Total acreage 0.27 acres or 12,000 square feet.

SURROUNDING ZONING AND USES:

	<u><i>Zoning</i></u>	<u><i>Use</i></u>
North	Mixed-Use Maritime (MU-M)	Marine Use
East	N/A	Bonefish Bay
South	Mixed-Use Maritime, (MU-M)	Single-Family Residence
West	Mixed-Use Maritime (MU-M)	Marine Use

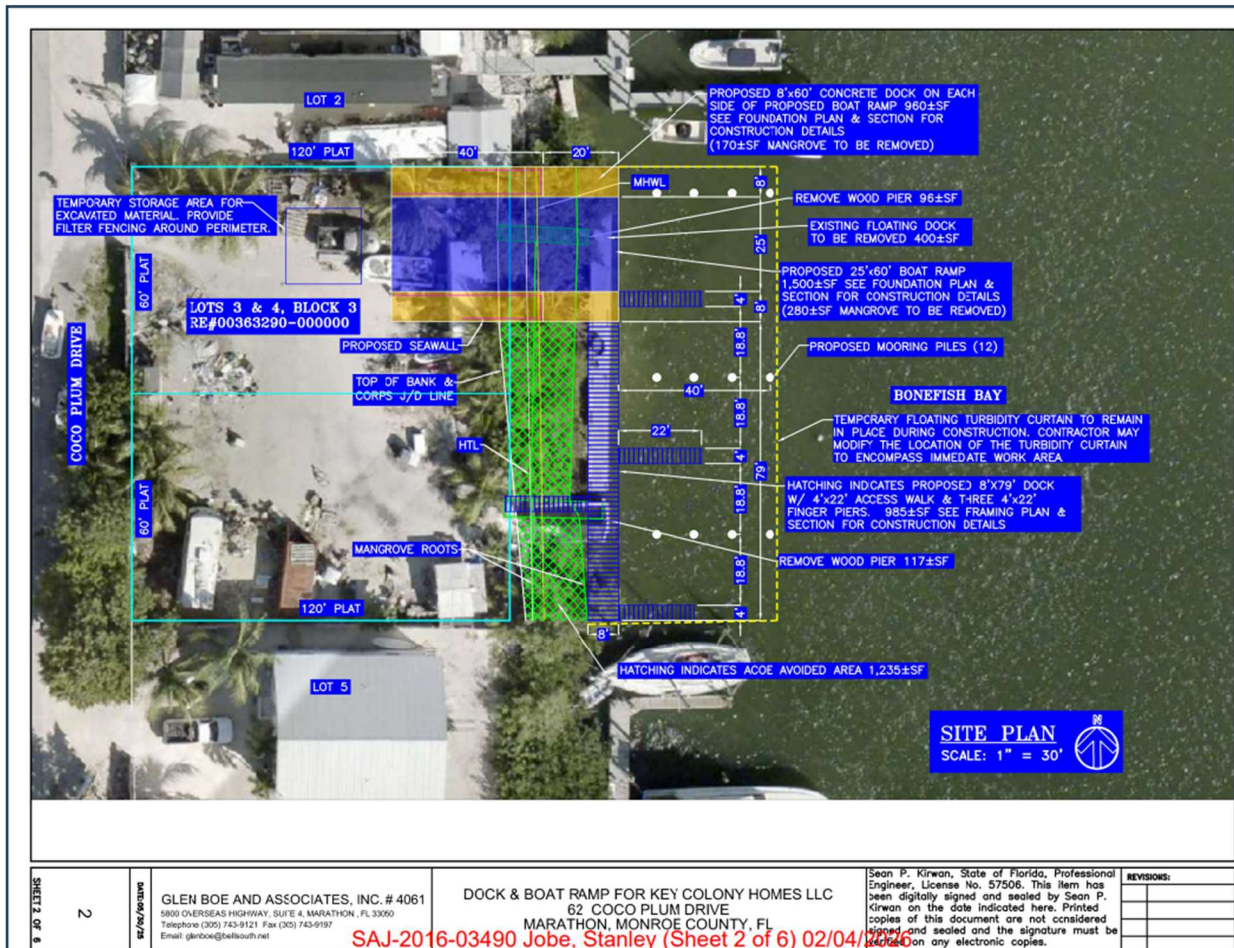
EXISTING CONDITIONS:

The project site is currently vacant.

PROPOSED REDEVELOPMENT:

The project includes the improvement of the site with a dock, boat slips, and boat ramp. See Figure 4 for Site Plan layout.

**Figure 4
Proposed Redevelopment Site Plan**



BACKGROUND:

The proposed project is located within the Mixed-Use Maritime (MU-M) zoning and the Mixed Use Commercial (MU-C) Future Land Use Map (FLUM) category. The site is currently unimproved and the application involves the construction of a dock, boat slips, and boat ramp for the use of Key Colony Homes, LLC. The proposed boat ramp requires a Conditional Use Permit from the City Council pursuant to Section 103.15.1 of the City Code. Conditional Use Permits are further subject to Article 102-13 (Conditional Use Permits) of the City Code. The proposed dock and boat slips have previously received approval from the U.S. Army Corps of Engineers and the Florida Department of Environment Protection. This report addresses the Conditional Use Permit

application only.

All conditions of the Conditional Use approval will have to be met before any building permit will be approved.

EVALUATION FOR COMPLIANCE WITH THE LAND DEVELOPMENT REGULATIONS:

The criteria for evaluating a Conditional Use Approval are outlined in Chapter 102, Article 13, Conditional Use Permits, in the City of Marathon Land Development Regulations.

CRITERIA

A. The proposed use is consistent with the Comprehensive Plan and LDRs;

The proposed development project is located within the Mixed-Use Maritime (MU-M) Zoning District. Pursuant to Section 103.09, the “*MU-M zoning district is intended to establish areas suitable for uses which are essential to the commercial maritime industry, including sales and service of fishing equipment and supplies, seafood processing, fishing equipment manufacture and treatment, boat storage, restaurants, retail and affordable housing residential uses. The MU district is designated within the Mixed-use Commercial (MUC) future land use category on the Future Land Use Map (FLUM).*”

The proposed project consists of the construction of a boat ramp along with a dock and boat slips to be used in conjunction with the adjacent marina – Key Colony Homes, LLC. Section 103.15 determines whether specific uses are allowed as of right, limited, accessory or conditional uses, through Table 103.15.2. A boat ramp is permitted via a Conditional Use Permit within the MU-M District. The Conditional Use Permit review is intended to allow a broader view of the potential impacts of a project on adjacent uses and on City concurrency related resources such as road capacity, solid waste, sewer, and potable water availability.

It is staff’s opinion that the request is ***in compliance*** with the requirements of these sections as it is a Conditional Use within the MU-M District and is surrounded by similar marine related uses.

B. The proposed use is compatible with the existing land use pattern and future uses designated by the Comprehensive Plan;

The proposed project is located within the Mixed-Use Commercial (MU-C) FLUM category and the Mixed-Use Maritime (MU-M) Zoning District. As discussed, boat ramps are Conditional Uses within the MU-M District. The project site is also surrounded by MU-M zoned properties. Based on the character of development surrounding the property and the existing zoning pattern in the area, it is staff’s opinion that the proposed use is compatible with the existing land use pattern and future uses designated by the Comprehensive Plan;

Therefore, it is staff’s opinion that the request is ***in compliance*** with the requirements of these sections.

C. The proposed use shall not adversely affect the health, safety, and welfare of the public;

The proposed conditional use does not adversely affect the health, and welfare of the public. The impacts on surrounding properties as a result of the proposed development should be positive.

Plans submitted with the project are suitable for the Conditional Use Approval as they relate to Chapter 107, Article 12, 100 Year Floodplain. Final review of floodplain compliance will occur as part of building permit issuance.

Therefore, it is staff's opinion that the request is ***in compliance*** with the requirements of these sections, so long as the applicant complies with stormwater requirements.

D. The proposed conditional use minimizes environmental impacts, including but not limited to water, air, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment;

The current project site is largely scarified with a mangrove fringe along the eastern property border. The conditions associated with both Federal and State permits related to the project establish adequate and proper protections for existing vegetation. The application and adherence to City Land Development regulation requirements will further protect and improve environmental conditions on site. The existing conditions maps indicate the subject area is designated as Developed Land.

**Figure 5
Focus Area Habitat**



Further improvements to water quality are expected to arise from stormwater improvements to the site, which should provide up-to-date treatment and eliminate any existing discharges to surface waters.

Site landscaping will be selected from Table 107.68.1, Appendix A, Article 8, Section 107 of the City of Marathon Code of Ordinances. The native vegetation will improve the environmental quality of the site and reduce irrigation needs.

Therefore, it is staff's opinion that the request is in compliance with the requirements of these sections so long as the development is conditioned on compliance with both U.S. Army Corp of Engineers and Florida Department of Environmental Protection, plans subject to approval of the City Biologist and final stormwater plans subject to City approval.

- Native vegetation shall remain intact, except for the area required for the boat ramp.

E. Satisfactory provisions and arrangements have been made concerning the following matters, where applicable:

1. Ingress and egress to the property and proposed structures thereon with particular reference to automotive, bicycle, and pedestrian safety and convenience, traffic flow and control and access in cases of fire or catastrophe;

Ingress and egress to the property is being provided through existing driveway on Coco Plum Drive. Section 107.43 requires site triangles where the access drive intersects with the street. Clear site triangles must be shown on the site plan at time of building permit issuance.

Therefore, with conditions, the request is in compliance with the requirements of these sections.

2. Off-street parking and loading areas where required, with particular attention to item 1 above;

Parking requirements are outlined in Section 107.46.1 (Parking Schedule). There are no parking standards for a private boat ramp within the City Code. However, parking on site will be adequate to accommodate the number of boat slips proposed in connection with the development of the site. Therefore, it is staff's opinion that the request is in compliance with the requirements of these sections.

3. The noise, glare or odor effects of the conditional use on surrounding properties;

The proposed project consists of development of a boat ramp within a Mixed-Use Maritime (MU-M) District. No detrimental noise, glare or odors are expected to be generated by the boat ramp, boat slips, or docking facility.

Therefore, it is staff's opinion that the request is in compliance with the requirements of this

section.

4. Refuse and service areas, with particular reference to locations, screening and Items 1 and 2 above;

Section 107.39 requires that all dumpsters and recycling bins be fully enclosed and screened. The improvement of the property will comply with City Land Development Regulations, including the screening of any dumpsters. .

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of this section.

5. Utilities, with reference to location and availability;

Chapter 107, Article 13, establishes the City's Concurrency Management and certification requirements. This Conditional Use constitutes the City's Concurrency Level of Service Certificate, as follows:

- Wastewater: The applicant must coordinate with wastewater Utilities department for connection requirements. This project will constitute a major expansion, resulting in a de minimus impact.
- Water: The Florida Keys Aqueduct Authority will provide potable water for the facility.
- Solid Waste: Marathon Garbage Service will provide solid waste disposal.
- Surface Water: The applicant has provided stormwater design information suitable for the Conditional Use application review which demonstrates compliance with City standards. However, a final stormwater plan will be required for building permit issuance.
- Recreation and Open Space: This development will have a de minimus impact on recreation and open space.
- Roadways: The applicant is developing the site with a higher intensity than was contained within the undeveloped vacant land; therefore, a traffic study was completed to analyze the impact on transportation facilities.
- Educational Facilities: This redevelopment will have a de minimus impact on educational facilities since existing uses are replaced in kind.

Therefore, with conditions, the request is *in compliance* with the requirements of these sections.

- City approval is required for the stormwater management system prior to Building Permit Approval.
- Detail grading plan depicting existing and proposed elevations. All runoff is required to be diverted to the stormwater system with no off-site discharge
- The Conditional Use Development Order will constitute the Certificate of Concurrency for the project. The determination will be valid for one year.

6. Screening and buffering with reference to type, dimensions and character;

Table 107.66 establishes project boundary buffer standards within the City. The project is located within the MU-M District. The property is bordered by parcels to the north and south, which are

also located within the MU-M District. To the west, across Coco Plum Drive is additional property located within the MU-M District. To the east of the project site is Bonefish Bay. No buffers are required in this instance, based on the existing zoning pattern in the area.

All proposed improvements will meet or exceed dimensional requirements within the MU-M District. The site plan meets the navigational and structural requirements for a boat ramp.

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of these sections.

7. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety and compatibility with surrounding uses;

Any and all exterior lighting proposed in connection with the boat ramp will be subject to compliance with City Land Development Regulations. Article 107.54 establishes criteria for lighting, including light pole light limitations and other technical criteria. Final lighting plans will be submitted along with final landscaping plans, and will include verification from the landscape architect that all provisions of the article are met.

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of these sections.

8. Required yards and other open space;

Section 106.16 established required open space for the project. The site is scarified; therefore, a twenty percent open space requirement applies. While subject to further site plan review, the project site is proposed to comply in all respects with applicable open space requirements.

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of these sections.

9. General compatibility with surrounding properties; and

The project of construction of a boat ramp is consistent with the prevailing zoning pattern in the area and compatible with existing maritime-related uses. Adjacent uses include residential and maritime uses adjacent to the waterfront. Construction of a dock, boat slips, and boat ramp is expected to be fully compatible with these uses. The proposed project represents improvement to current conditions and development is expected to increase compatibility with surrounding properties.

Section 104.07 restricts the width of boat ramps, including side slopes to 35'. The site plans shows the boat ramp is below 35' wide.

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of these sections.

10. Any special requirements set forth in the LDRs for the particular use involved.

Section 104.07 Boat Ramps contains special requirements.

The following criteria are applicable to this project:

- All boat ramps shall be located and designed so as not to create setback nonconformity for existing structures from the new MHW line created by the boat ramp and all new structures permitted subsequent to boat ramp approval must meet the new setback from MHW.
- All boat ramps shall be confined to shorelines of man-made canals, channels, and basins with little or no native vegetation and shall be located in the least vegetated area of the shoreline.
- The width of boat ramps, including side slopes, shall be limited to 35 feet.
- Boat ramps shall be designed such that all excavation necessary to build the ramp takes place at or landward of the MHW line that exists on the property prior to installation of the ramp.
- A maximum of two accessory docks meeting all docking facility requirements may be allowed.
- Boat ramps without accessory docks must meet the water depth and access criteria for a dock within ten (10) feet of the waterward end of the ramp to allow for a bottom slope.
- Dredging and filling shall be limited to the minimum amount necessary to construct the boat ramp surface, side slopes, walls and mooring or dock pilings.
- All such projects shall require approval by the Florida Department of Environmental Protection or the South Florida Water Management District and by the U.S. Army Corps of Engineers prior to issuance of a City permit.
- Additionally, this section, 104.25 A. 4., contains a requirement for hotel/motel redevelopment to include on- or off- site employee living space as specified below:

Therefore, it is staff's opinion that the request is *in compliance* with the requirements of this section.

CONCLUSION:

The Conditional Use Approval is intended to allow for the integration of certain land uses and structures within the City of Marathon based on conditions imposed by the Council. Review is based primarily on compatibility of the use with its proposed location and with surrounding land uses. Conditional uses shall not be allowed where the conditional use would create a nuisance, traffic congestion, a threat to the public health, safety or welfare of the community.

The proposed development consists of construction of a boat ramp for residential use. As such the development, including the overall upgrading and improvement of the site, furthers the policies for development in the City and is consistent with the Comprehensive Plan and Land Development Regulations. The project is compatible with surrounding uses, and is not expected to create a nuisance, traffic congestion or threat to public, health, safety or welfare.

RECOMMENDATION:

Planning staff recommends conditional approval of the proposed boat ramp referred to as Key Colony Homes, LLC to the Planning Commission.

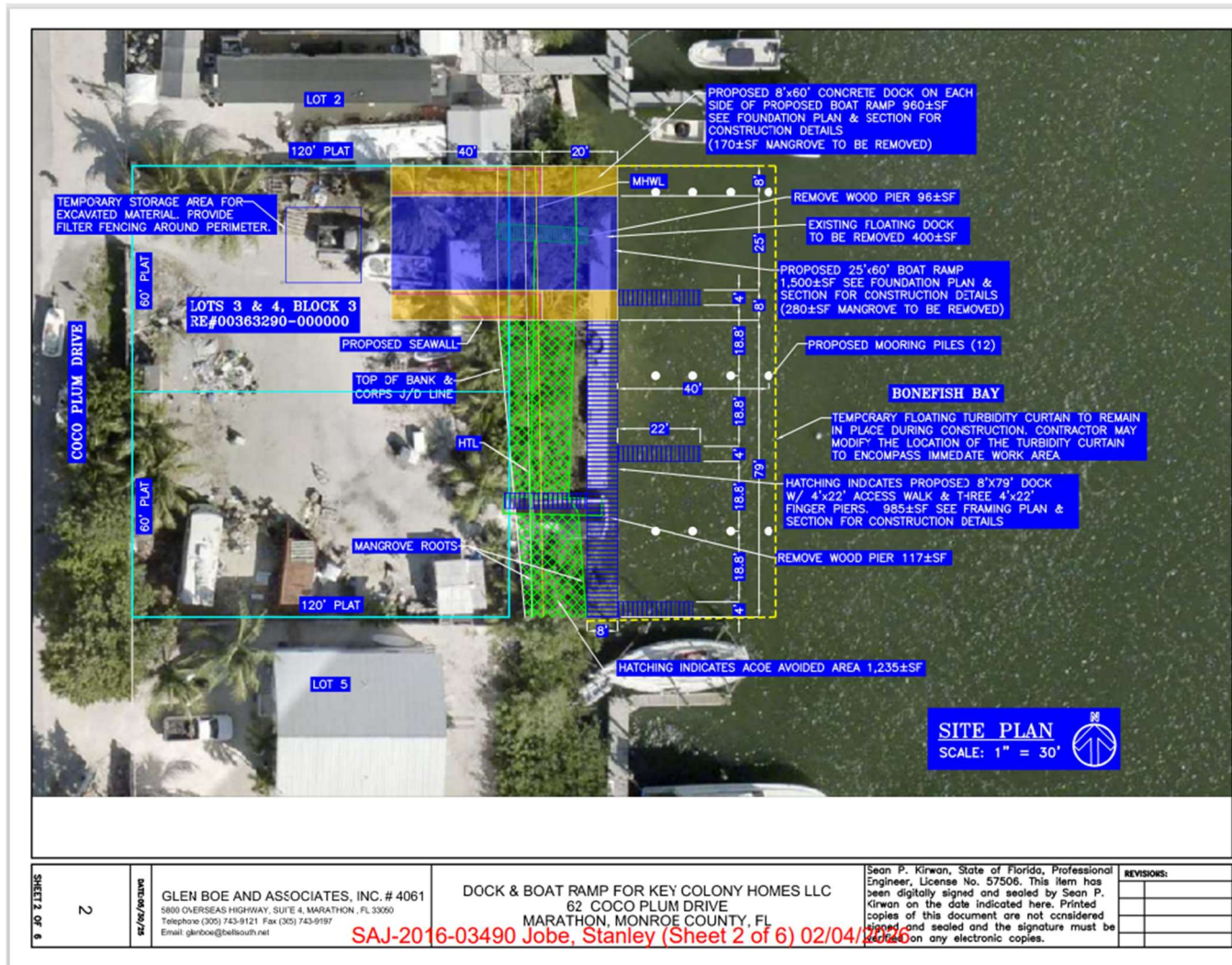
The proposed conditions of approval are listed below.

Conditions of Approval

1. Boat ramps shall be located and designed so as not to encroach setbacks.
2. Boat ramps shall be confined to shorelines of man-made canal with little or no native vegetation and shall be located in the least vegetated area of the shoreline.
3. Width of boat ramp, including side slopes, is limited to 35 feet.
4. Boat ramps shall be designed such that all excavation necessary to build the ramp takes place at or landward of the MHW line that exists on the property prior to installation of the ramp.
5. Dredging and filling is limited to the minimum amount necessary to construct the boat ramp surface, side slopes, walls and mooring or dock pilings.
6. If construction of boat ramp is found to have any effect on the Eastern Indigo Snake Habitat, then the prescribed protection measures must be undertaken, and the information poster posted on site.
7. Native vegetation shall remain intact, except for the area required for the boat ramp.
8. Top of ramp/drain to intercept stormwater.
9. Small swale needed to collect stormwater runoff.
10. Detail grading plan depicting existing and proposed elevations. All runoff is required to be diverted to the stormwater system with no off-site discharge.
11. City approval is required for the stormwater management system prior to Building Permit Approval.
12. The Conditional Use Development Order will constitute the Certificate of Concurrency for the project. The determination will be valid for one year.

Attachments:

Attachment: Proposed Site Plan A



SHEET 2 OF 6
2

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

DOCK & BOAT RAMP FOR KEY COLONY HOMES LLC
62 COCO PLUM DRIVE
MARATHON, MONROE COUNTY, FL

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 valid and sealed and the signature must be verified on any electronic copies.

REVISIONS:

SAJ-2016-03490 Jobe, Stanley (Sheet 2 of 6) 02/04/2016