



## THE CITY OF KEY WEST – Tree Commission

Post Office Box 1409, Key West, FL 33041-1409  
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DATE: October 4, 2024

RE: 619-621 Duval Street, Minor Development Plan

FROM: Amy Dismukes, Urban Forestry Manager, City of Key West

On May 15, 2024, an application was submitted for Conceptual Landscape Plan approval for a minor development plan. This application did not include an existing tree map for the property and was deemed to be incomplete. A site visit determined that a large gumbo limbo tree that would be impacted by the project was located along the property line on the neighboring property.

On September 11, 2024, an existing site map and updated landscape plan were submitted that showed removal of a young gumbo limbo tree that currently is not regulated due to size and the trimming of the larger gumbo limbo tree. The existing tree map has been field verified.

As of October 4, 2024, no documentation has been submitted that shows the owner of the gumbo limbo tree is aware that their tree will be impacted by the proposed development or that he will work with the project's owners and representatives to allow the tree to be trimmed. Trimming of the tree will trigger the need for a heavy maintenance trimming permit due to the amount of overall canopy that will need to be removed to allow safe construction access and to balance the canopy. There may also be possible root impacts that may require a permit for root pruning. It should be noted that an application for trimming must be signed by the owner of the tree to be impacted.

The Conceptual Landscape Plan was approved by the Tree Commission on October 1, 2024, with the agreement that the palms would be replaced with subcanopy, native dicot trees to satisfy the palm to dicot tree ratio AND tree permits would be submitted with authorization for tree trimming with possible root pruning of the gumbo limbo tree on the neighboring property that overhangs this project area. Proper trimming of the tree requires a permit in order to trim and balance the overall canopy.

The Urban Forestry Manager on behalf of the Tree Commission has no objections to the proposed landscape plan. Once the project has been reviewed by the Planning Board and HARC, the project must be reviewed by the Tree Commission for Final Landscape Plan with proper permits and approval prior to City Commission review.

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Tree Commission  
MEMORANDUM