



THE CITY OF KEY WEST  
Tree Commission  
Post Office Box 1409 Key West, FL 33041-1409  
Telephone: 305-809-3725

---

December 20, 2022

Archdiocese of Miami, Inc  
9401 Biscayne Boulevard  
Miami Shores, FL 33138

The Basilica School of St. Mary Star of the Sea  
1010 Windsor Lane  
Key West, FL 33040

To Whom It May Concern:

Regarding a request for approval of the Final Landscape Plan dated July 6, 2022 and September 8, 2022, for property located at 700 Truman Avenue. Review of the file indicates that the existing landscape plans are consistent with the approved Tree Commission conceptual landscape plan approval of September 13, 2022. Therefore, the landscape plan received and stamped on September 20, 2022 (copy attached), is approved for the Final Landscape Plan. The file is now ready to be heard by the City Commission.

If you have any questions, please call the office at (305) 809-3768.

Sincerely,

A handwritten signature in blue ink, appearing to read "Karen DeMaria", is written over a light blue horizontal line.

Karen DeMaria  
Urban Forestry Program Manager  
City of Key West  
1300 White Street  
Key West, FL 33040  
Office: (305) 809-3768  
[kdemaria@cityofkeywest-fl.gov](mailto:kdemaria@cityofkeywest-fl.gov)

cc: Greg, Oropeza-Oropeza, Stones, Cardenas PLLC





**KEY WEST CITY REQUIREMENTS**

From: Karen DeMaria <kdemaria@cityofkeywest-fl.gov>  
Sent: Tuesday, July 5, 2022 2:35 PM  
To: Greg Oropeza <greg@oropezastonescardenas.com>  
Cc: Kai Murphy <kai@oropezastonescardenas.com>  
Subject: RE: [EXTERNAL] Minor Development Application

I had a meeting with Bill Horn about this a few weeks ago. I would look at the immediate area surrounding the auditorium for the review, the impact area of the proposed development and staging. Of primary interest are the existing trees around that area and some proposed buffer landscaping with the adjoining neighbors.  
Sincerely,  
Karen

Karen DeMaria  
Urban Forestry Manager  
Certified Arborist FL-6585A  
City of Key West  
305-809-3768

**RESPONSE**

THE PROPOSED DEVELOPMENT IS TO AN EXISTING BUILDING LOCATED ON THE BASILICA OF KEY WEST CAMPUS. THIS SITE IS HEAVILY VEGETATED WITH MANY SPECIMEN TREES AND PALMS. THE RENOVATION TO THE EXISTING AUDITORIUM WILL NOT IMPACT ANY EXISTING TREES OR PALMS. TREE PROTECTION ZONES SHALL BE INSTALLED. FOUNDATION PLANTINGS ADDED AND SCREENING INSTALLED ON THE NW BOUNDARY AS SHOWN PER THE CITY URBAN FORESTRY MANAGER DIRECTION.

**EXISTING TREE SCHEDULE LOCATED WITHIN THE DEVELOPMENT AREA.**

| Number | Name common               | Name Botanical          | DBH            | PALM HEIGHT |
|--------|---------------------------|-------------------------|----------------|-------------|
| 1      | Royal Poinciana           | Delonix regia           | 19 in          | N/A         |
| 2      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 6'0"        |
| 3      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 4'6"        |
| 4      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 7'0"        |
| 5      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 4'6"        |
| 6      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 10'0"       |
| 7      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 8'6"        |
| 8      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 10'0"       |
| 9      | Florida Thatch Palm       | Thrinax radiata         | N/A            | 9'0"        |
| 10     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 7'6"        |
| 11     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 3'6"        |
| 12a    | Paurotis Palm db          | Acoelorrhaphes wrightii | N/A            | 9'6"        |
| 12b    | Paurotis Palm db          | Acoelorrhaphes wrightii | N/A            | 15'0"       |
| 13     | Thrinax Morrisii          | Thrinax morrisii        | N/A            | 4'6"        |
| 14     | Thrinax Morrisii          | Thrinax morrisii        | N/A            | 9'0"        |
| 15     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 12'0"       |
| 16     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 15'0"       |
| 17     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 10'0"       |
| 18     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 7'0"        |
| 19     | Thrinax Morrisii          | Thrinax morrisii        | N/A            | 6'0"        |
| 20     | Thrinax Morrisii          | Thrinax morrisii        | N/A            | 10'6"       |
| 21a    | Florida Thatch Palm db    | Thrinax radiata         | N/A            | 9'0"        |
| 21b    | Florida Thatch Palm db    | Thrinax radiata         | N/A            | 8'0"        |
| 22a    | Florida Thatch Palm db    | Thrinax radiata         | N/A            | 7'6"        |
| 22b    | Florida Thatch Palm db    | Thrinax radiata         | N/A            | 4'0"        |
| 23     | Lignumvitae Tree          | Guaiacum sanctum        | 18.7 in        | N/A         |
| 24a    | Florida Thatch db         | Thrinax radiata         | N/A            | 10'0"       |
| 24b    | Florida Thatch db         | Thrinax radiata         | N/A            | 6'0"        |
| 25a    | Florida Thatch db         | Thrinax radiata         | N/A            | 7'6"        |
| 25b    | Florida Thatch db         | Thrinax radiata         | N/A            | 6'0"        |
| 26a    | Florida Thatch db         | Thrinax radiata         | N/A            | 6'6"        |
| 26b    | Florida Thatch db         | Thrinax radiata         | N/A            | 8'0"        |
| 27     | Montgomery Plam (tpl)     | Veitchia montgomeryana  | N/A            | 18'0"       |
| 28     | Buccaneer Palm            | Pseudophoenix sargentii | N/A            | 6'6"        |
| 29     | Royal Poinciana           | Delonix regia           | 23 in          | N/A         |
| 30     | Geiger                    | Cordia sebestena        | 10.5 in        | N/A         |
| 31     | Royal Poinciana           | Delonix regia           | 11.5 in        | N/A         |
| 32     | Gumbo Limbo               | Bursera simaruba        | 9.23 in        | N/A         |
| 33     | Gumbo Limbo               | Bursera simaruba        | 12 in          | N/A         |
| 34     | Gumbo Limbo               | Bursera simaruba        | 16.9 in        | N/A         |
| 35     | Avocado                   | Persea americana        | 10.1 in        | N/A         |
| 36     | Black Ironwood            | Krugiodendron ferreum   | 7.6 in         | N/A         |
| 37     | Frangipani                | Plumeria                | 5.7 in         | N/A         |
| 38     | Guava                     | Psidium guajava         | 6.3 in         | N/A         |
| 39     | Frangipani                | Plumeria                | 6 in           | N/A         |
| 40     | Royal Poinciana           | Delonix regia           | 36 on          | N/A         |
| 41     | Banyan                    | Ficus benghalensis      | 12 ft          | N/A         |
| 42     | Mahogany                  | Swietenia mahagoni      | 36 in          | N/A         |
| 43     | Bridal Bouquet Frangipani | Plumeria pudica         | 6" Multi-Trunk | N/A         |
| 44     | Bridal Bouquet Frangipani | Plumeria pudica         | 6" Multi-Trunk | N/A         |
| 45     | Florida Thatch Palm       | Thrinax radiata         | N/A            | 3'6"        |
| 46     | Montgomery Plam           | Veitchia montgomeryana  | N/A            | 18'0"       |
| 47     | Blolly                    | Guapira discolor        | 3' Multi-Trunk | N/A         |
| 48     | Brown Turkey Fig          | Ficus carica            | 6" Multi-Trunk | N/A         |
| 49     | Pgymy Date Palm           | Phoenix roebelenii      | N/A            | 1'0"        |
| 50     | Date Palm                 | Phoenix sps.            | N/A            | 12'0"       |

**GENERAL LANDSCAPE NOTES**

1. ALL PLANT MATERIAL SHALL BE FREE OF DISEASE AND SHALL BE AS SHOWN ON THE PLANT LIST. PLANT MATERIAL SHALL BE FLORIDA #1 OR BETTER.
2. ALL PLANT MATERIAL SHALL BE SUPPLIED AND COMPLY WITH AMERICAN NURSERYMAN STANDARDS.
3. ALL PLANT MATERIAL SHALL BE PLANTED, STAKED, AND GUYED IN ACCORDANCE WITH SOUND AND ACCEPTED HORTICULTURAL PRACTICES. ANY SUBSTITUTIONS SHALL BE APPROVED BY THE LANDSCAPE DESIGNER OR OWNER PRIOR TO INSTALLATION.
4. PLANTING BEDS SHALL BE MULCHED TO A DEPTH OF 3" WITH CLEAN, WEED FREE, SHREDDED HARDWOOD MULCH OR EQUIVALENT.
5. REQUIRED SOIL AMENDMENTS SHALL BE DETERMINED PRIOR TO INSTALLATION OF PLANT MATERIAL.
6. IT IS THE LANDSCAPE CONTRACTORS RESPONSIBILITY TO HAVE UNDERGROUND UTILITIES AND IRRIGATION LINES LOCATED PRIOR TO COMMENCEMENT OF WORK. LANDSCAPE CONTRACTOR SHALL COORDINATE WITH GENERAL CONTRACTOR AS REQUIRED.
7. ALL INVASIVE EXOTIC PLANT MATERIAL WITH IN THE DEVELOPMENT AREA SHALL BE REMOVED AS PART OF CONSTRUCTION.

**IRRIGATION:**

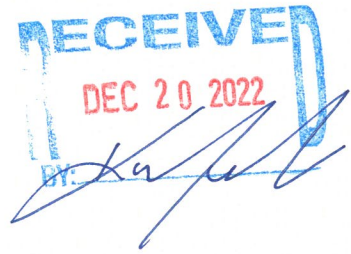
THERE IS AN EXISTING IRRIGATION SYSTEM IN THE DEVELOPMENT AREA. THE SYSTEM CONSISTS OF TURF HEADS AND POPUP RISERS. EXPANSION OF THE EXISTING IRRIGATION SYSTEM SHALL BE INSTALLED AS NECESSARY DURING INSTALLATION. ALL LANDSCAPE MAINTENANCE IS PERFORMED BY STAFF DIRECTLY EMPLOYED BY ST. MARY'S, UNDER THE DIRECTION OF THE HEAD GROUNDSKEEPER, MR. PAUL WALTERSON. NEW PLANTINGS SHALL BE WATERED BY HAND DURING THE ESTABLISHMENT PERIOD.

**TREE PROTECTION:**

ALL EXISTING TREES LOCATED WITHIN THE DEVELOPMENT AREA SHALL BE PROTECTED WITHA TREE PROTECTION ZONE (TPZ). THE TPZ SHALL BE ERECTED PRIOR TO ANY WORK (INCLUDING ANY STAGING ACTIVITIES) COMMENCING ON THE PROJECT. PLEASE SEE BUILDING PERMIT PLANS FOR TPZ DETAILS. THE TPZ SHALL BE INSPECTED PERIODICALLY DURING CONSTRUCTION AND REPAIRED IF NECESSARY.

**SCREENING:**

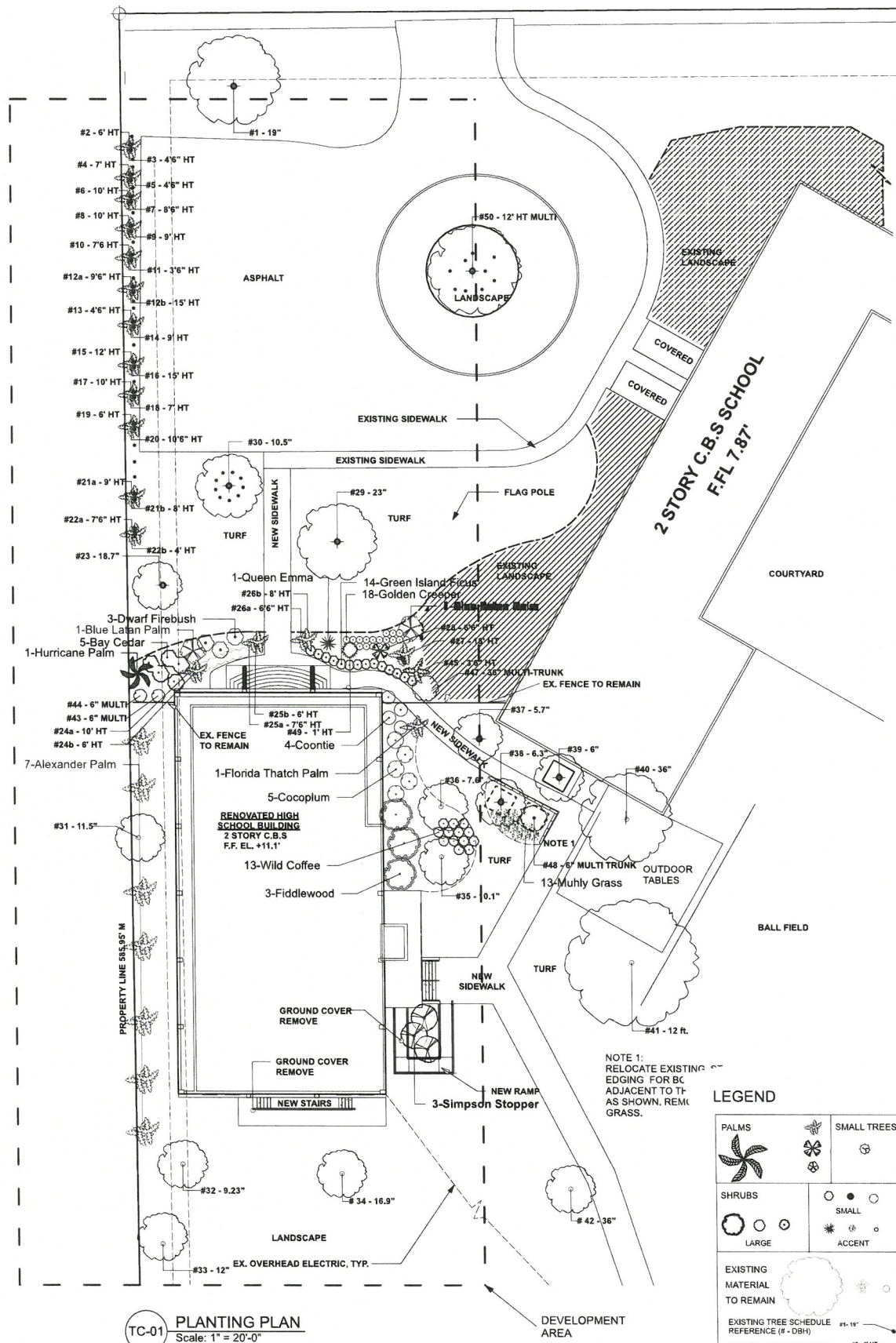
SCREENING REQUESTED BY THE CITY URBAN FORESTRY MANAGER ON THE NW BOUNDARY SHALL BE NON-INVASIVE, NON-NATIVE PALMS DUE TO THE LIMITED PLANTING AREA AND THE EXTENSIVE SHADE.



**LANDSCAPE PLAN FOR DEVELOPMENT & TREE COMMISSION APPROVAL**

SCALE: AS NOTED

**TRUMAN AVENUE**



THE BASILICA SCHOOL  
OF ST. MARY STAR OF THE SEA  
700 TRUMAN AVE  
KEY WEST, FLORIDA



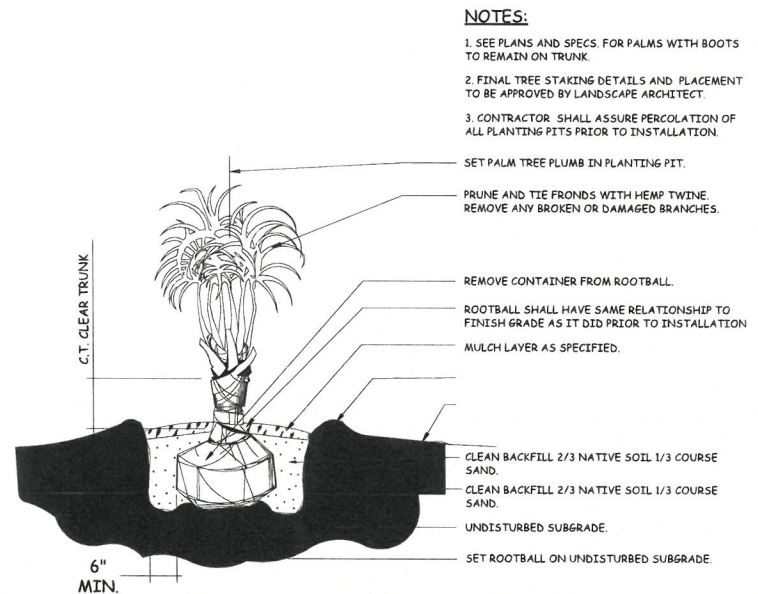
Mitchell Planning & Design, Inc.  
4900 SW 2nd Terrace  
Ocala, Florida 34471  
305-509-0966  
mitchellplanningdesign@gmail.com

Revisions:

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Date: 07.06.22  
Scale: As Noted  
File: 22-BH-009  
Drawn: BM Checked: LR  
Sheet: LA-01



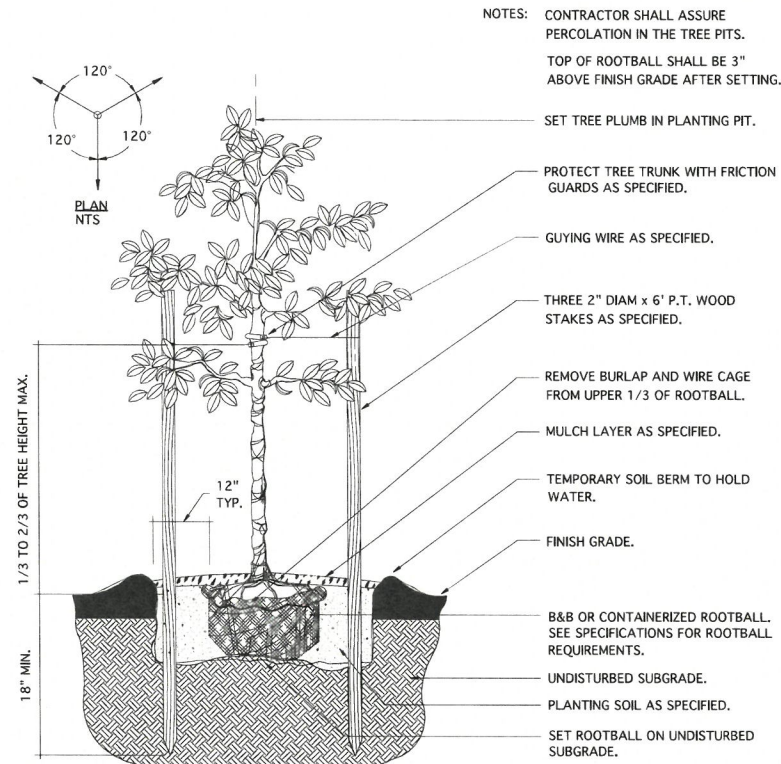


LD-01 TYP. PALM PLANTING SECTION SCALE: N.T.S.

**NOTES:**

1. SEE PLANS AND SPECS. FOR PALMS WITH BOOTS TO REMAIN ON TRUNK.
2. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY LANDSCAPE ARCHITECT.
3. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.

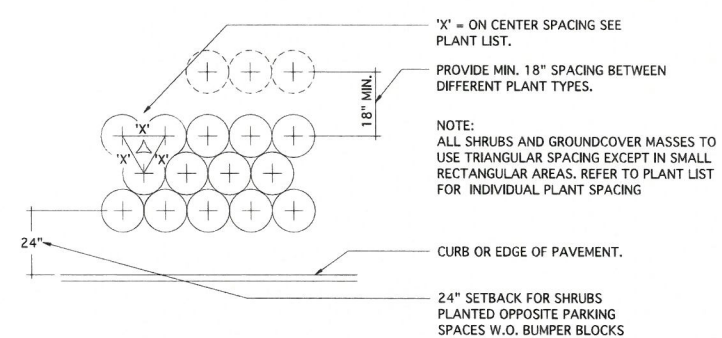
- SET PALM TREE PLUMB IN PLANTING PIT.
- PRUNE AND TIE FRONDS WITH HEMP TWINE. REMOVE ANY BROKEN OR DAMAGED BRANCHES.
- REMOVE CONTAINER FROM ROOTBALL.
- ROOTBALL SHALL HAVE SAME RELATIONSHIP TO FINISH GRADE AS IT DID PRIOR TO INSTALLATION.
- MULCH LAYER AS SPECIFIED.
- CLEAN BACKFILL 2/3 NATIVE SOIL 1/3 COURSE SAND.
- CLEAN BACKFILL 2/3 NATIVE SOIL 1/3 COURSE SAND.
- UNDISTURBED SUBGRADE.
- SET ROOTBALL ON UNDISTURBED SUBGRADE.



LD-02 TYP. SMALL TREE SECTION (UNDER 4" CAL.) SCALE: N.T.S.

- NOTES:** CONTRACTOR SHALL ASSURE PERCOLATION IN THE TREE PITS. TOP OF ROOTBALL SHALL BE 3" ABOVE FINISH GRADE AFTER SETTING.

- SET TREE PLUMB IN PLANTING PIT.
- PROTECT TREE TRUNK WITH FRICTION GUARDS AS SPECIFIED.
- GUYING WIRE AS SPECIFIED.
- THREE 2" DIAM x 6' P.T. WOOD STAKES AS SPECIFIED.
- REMOVE BURLAP AND WIRE CAGE FROM UPPER 1/3 OF ROOTBALL.
- MULCH LAYER AS SPECIFIED.
- TEMPORARY SOIL BERM TO HOLD WATER.
- FINISH GRADE.
- B&B OR CONTAINERIZED ROOTBALL. SEE SPECIFICATIONS FOR ROOTBALL REQUIREMENTS.
- UNDISTURBED SUBGRADE.
- PLANTING SOIL AS SPECIFIED.
- SET ROOTBALL ON UNDISTURBED SUBGRADE.

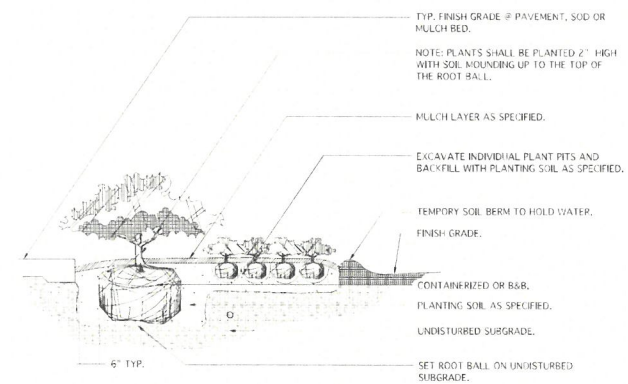


LD-03 TYP. SHRUB AND GROUND COVER PLANT SPACING PLAN SCALE: N.T.S.

- 'X' = ON CENTER SPACING SEE PLANT LIST.
- PROVIDE MIN. 18" SPACING BETWEEN DIFFERENT PLANT TYPES.

**NOTE:** ALL SHRUBS AND GROUND COVER MASSES TO USE TRIANGULAR SPACING EXCEPT IN SMALL RECTANGULAR AREAS. REFER TO PLANT LIST FOR INDIVIDUAL PLANT SPACING

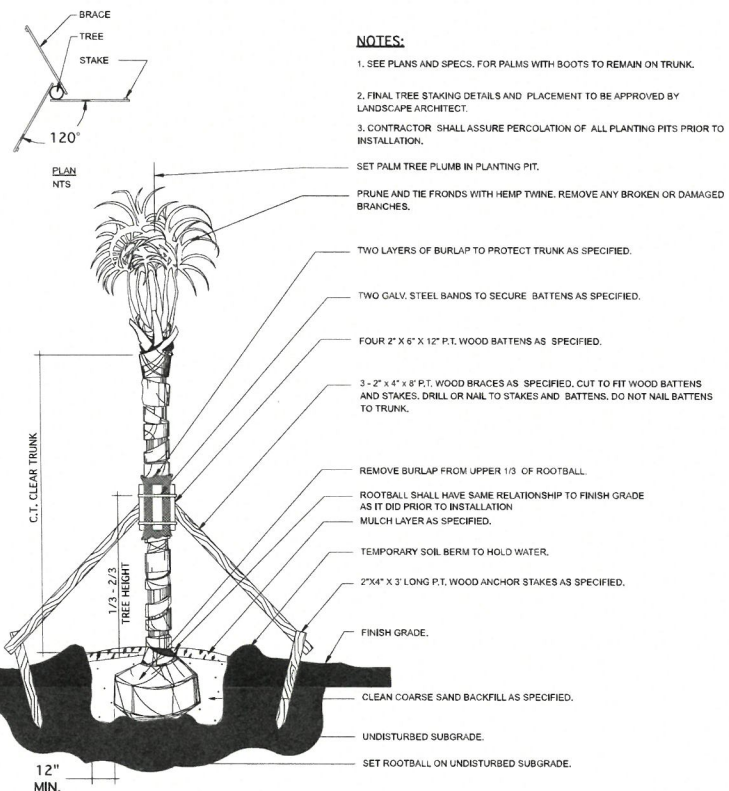
- CURB OR EDGE OF PAVEMENT.
- 24" SETBACK FOR SHRUBS PLANTED OPPOSITE PARKING SPACES W.O. BUMPER BLOCKS



LD-04 TYP. SHRUB AND GROUND PLANTING SECTION SCALE: N.T.S.

**NOTES:**

1. SEE PLANS AND SPECS. FOR PALMS WITH BOOTS TO REMAIN ON TRUNK.
2. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY LANDSCAPE ARCHITECT.
3. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.



LD-05 TYP. PALM PLANTING SECTION SCALE: N.T.S.

**PLANT SCHEDULE**

| NEW TREES & PALMS      |   |                     |                           |  |
|------------------------|---|---------------------|---------------------------|--|
| Quantity               | Latin Name                                  | Common Name         | Scheduled Size            | Notes                                      |
| 1                      | Dictyosperma album                          | Hurricane Palm      | 8-10' PH, 45 GAL.         | Florida #1,                                |
| 2                      | Latania loddigesii                          | Blue Latan Palm     | 45 gal, 6-8' PH           | Florida #1,                                |
| 3                      | Myrcianthes qraqrans var. "Simpson Stopper" | Simpson Stopper     | 25 gal, 5-6' PH, Full, TF | Fragrant Native, Specimen, Florida #1      |
| 7                      | Ptychosperma elegans                        | Alexander Palm      | 14' - 16' PH, db          | Florida #1                                 |
| 1                      | Thrinax radiata                             | Florida Thatch Palm | Double, 8-10' OA          | Field grown, Florida #1, staggered heights |
| SHRUBS                 |   |                     |                           |  |
| Quantity               | Latin Name                                  | Common Name         | Scheduled Size            | Notes                                      |
| 3                      | Citharexylum fruticosum                     | Fiddlewood          | 3-5' PH                   | Native, Florida #1                         |
| 5                      | Chrysobalanus icaco                         | Cocoplum            | 7 gal, heavy              | Native, Florida #1                         |
| 14                     | Ficus microcarpa "Green Island"             | Green Island Ficus  | 3 gal, 18-24", full       | Florida #1, Sun                            |
| 3                      | Hamelia patens "Compacta"                   | Dwarf Firebush      | 3 gal.                    | Native, Florida #1                         |
| 13                     | Muhlenbergia capillaries                    | Muhly Grass         | 3 gal.                    | Native                                     |
| 13                     | Psychotria nervosa                          | Wild Coffee         | 3 gal.                    | Native                                     |
| 5                      | Suriana maritima                            | Bay Cedar           | 3 gal, 18-24", full       | Native, Florida #1                         |
| 4                      | Zamia floridana                             | Coontie             | 3 gal., 10-14" Full       | Native, Florida #1                         |
| GROUND COVERS & ACCENT |   |                     |                           |  |
| Quantity               | Latin Name                                  | Common Name         | Scheduled Size            | Notes                                      |
| 1                      | Crinum augustum "Queen Emma"                | Queen Emma          | 15 gal., HVY              | Accent Plant, Florida #1                   |
| 18                     | Ernodea littoralis                          | Golden Creeper      | 1 gal.                    | Drought tolerant, height to 2' Native      |

RECEIVED  
DEC 20 2022  
BY: *[Signature]*

**PLANT SCHEDULE & DETAILS**

SCALE: 1" = 20'