



Monthly Planning Report

To: Todd Stoughton
Interim City Manager

Date: November 14, 2024

From: Katie P. Halloran
Planning Director

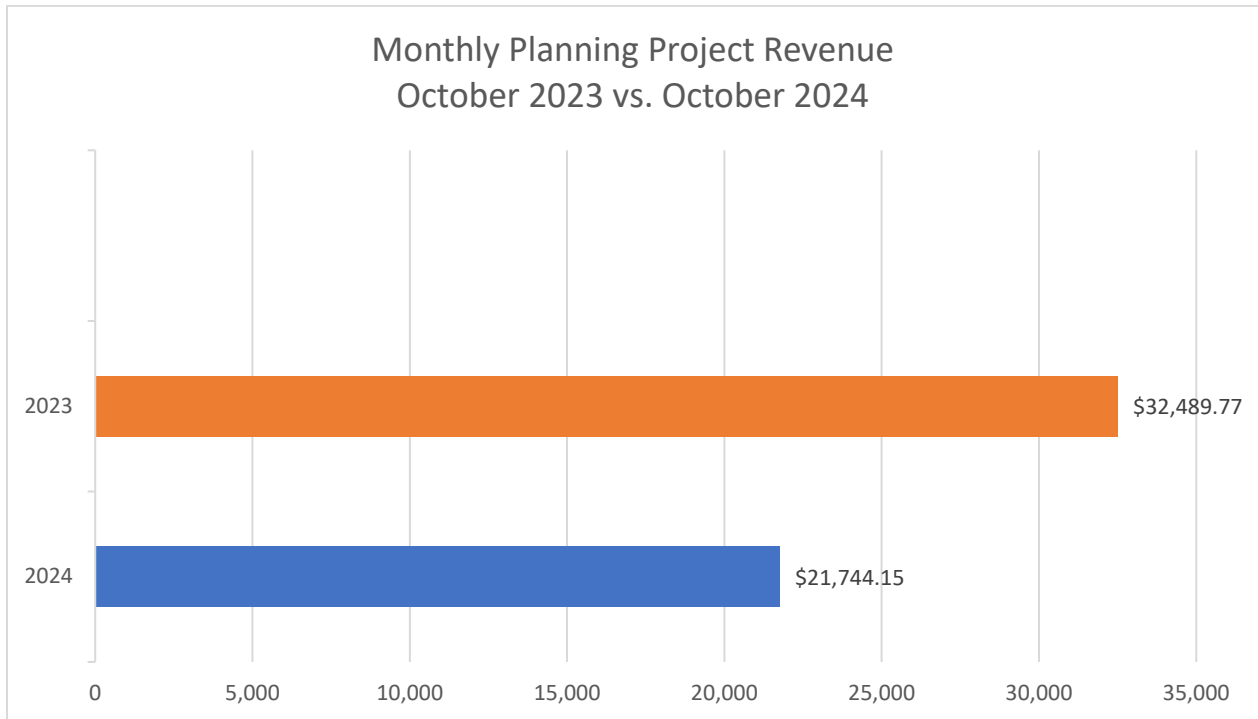
Subject: **October 2024 Planning Report**

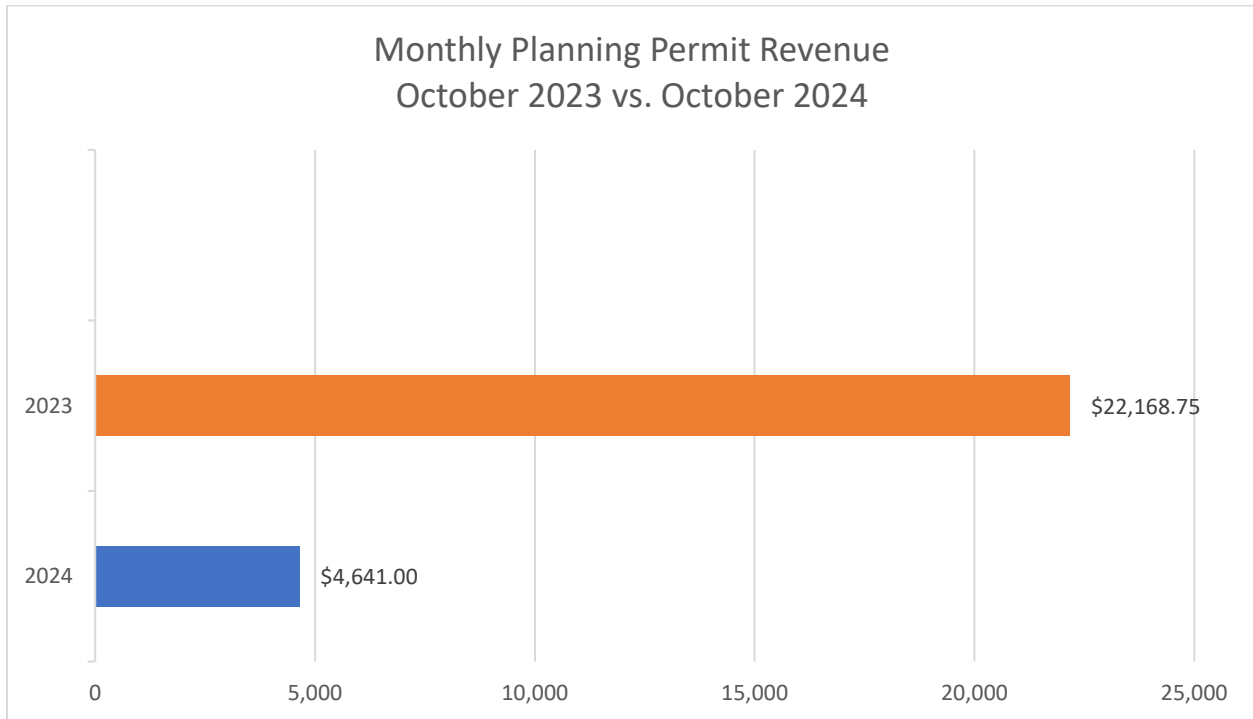
Planning

32 Planning Projects Received

\$21,744.15 Total Monthly Project Revenue

\$4,641.00 Total Monthly Permit Revenue





On-going Planning projects:

- Mallory Square Master Plan (Sasaki)
- Duval Street Resiliency & Revitalization Plan (Stantec)
- Currently collaborating to finalize one (1) Land Development Regulation (LDR) text amendment applications initiated through the Building Department (Staff) and postponed to February 2025:
 - Reconstruction – The proposed text amendments involve the adoption of new definitions for the terms “reconstruction”, “replacement”, and “repairs and maintenance”.
- LDR text amendments (Staff & Planning Board) City Commission second reading on November 14, 2024:
 - Home elevations – The proposed amendment is intended to reduce regulatory barriers to the elevation of residential structures or enhance resilience and post-disaster recovery.
- Comp & LDR text amendments (Staff) - Planning Board postponed to November 21, 2024:
 - Affordable and workforce housing requirements
- Private LDR text amendment - definition of affordable & workforce housing
- LDR text amendment – tree protection
- LDR text amendment – tattoo
- LDR text amendment- zoning in progress
- Major development plan at 621 Duval Street
- Major development plan at 1904-1908 Flagler Avenue

- Minor development plan at 1817 Staples Avenue
- Development agreement for 715 & 811 Seminole Avenue
- Minor development Plan at 430 Greene Street
- Major development plan at 0 Duval Street
- Major development plan at 3200 N. Roosevelt Blvd.
- Major development plan at 907 Caroline Street
- Minor development plan at 601 Howard England Way
- Major development plan at 138 Simonton Street

Miscellaneous notable achievements:

- Briefed City Commissioners on a series of amendments to the Land Development Regulations.
- Briefed Commissioner Lee on the status of the Work Force Housing Code amendments.
- Met with lobbyist on proposed work force housing amendments.
- Met with City Attorney’s Office to finalize BPAS letters
- Attended multiple public meetings regarding Casa Marina Change of Zone, FLUM amendment, and Development Agreement.
- Prepared a series of LDR amendments related to work force housing and the administrative processes within Chapter 90.
- Prepared LDR amendments regarding tattoo establishments and the Zoning In Progress (ZIP) Doctrine.
- Attended City Commission meeting.
- Attended Monroe County ROGO discussion.

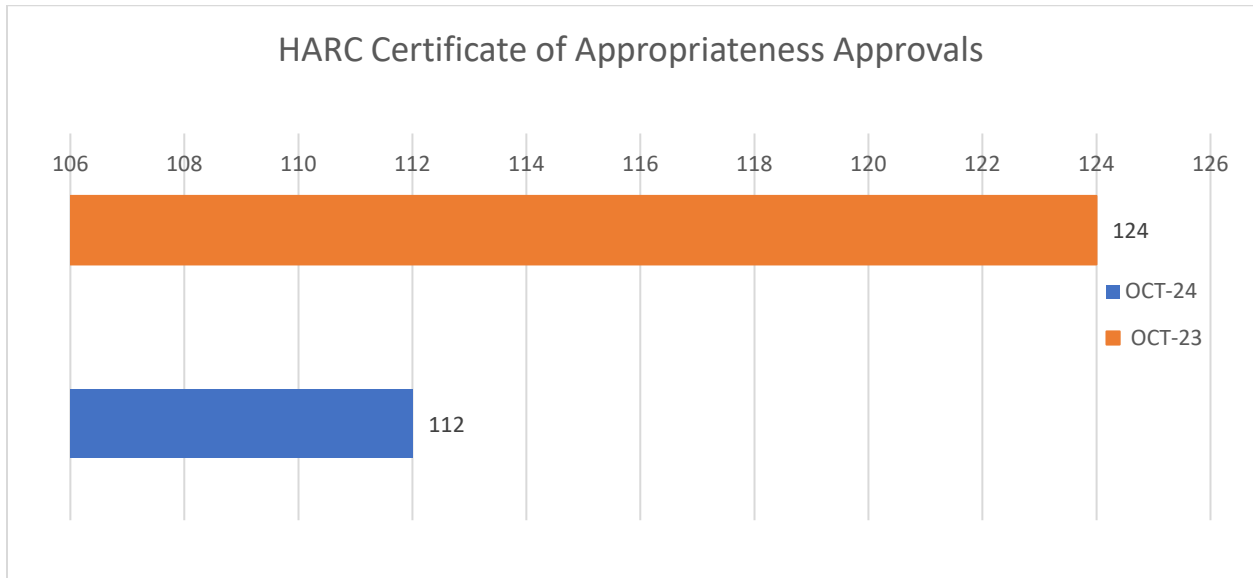
HARC

Review and Compliance

124 Total Certificate of Appropriateness reviewed.

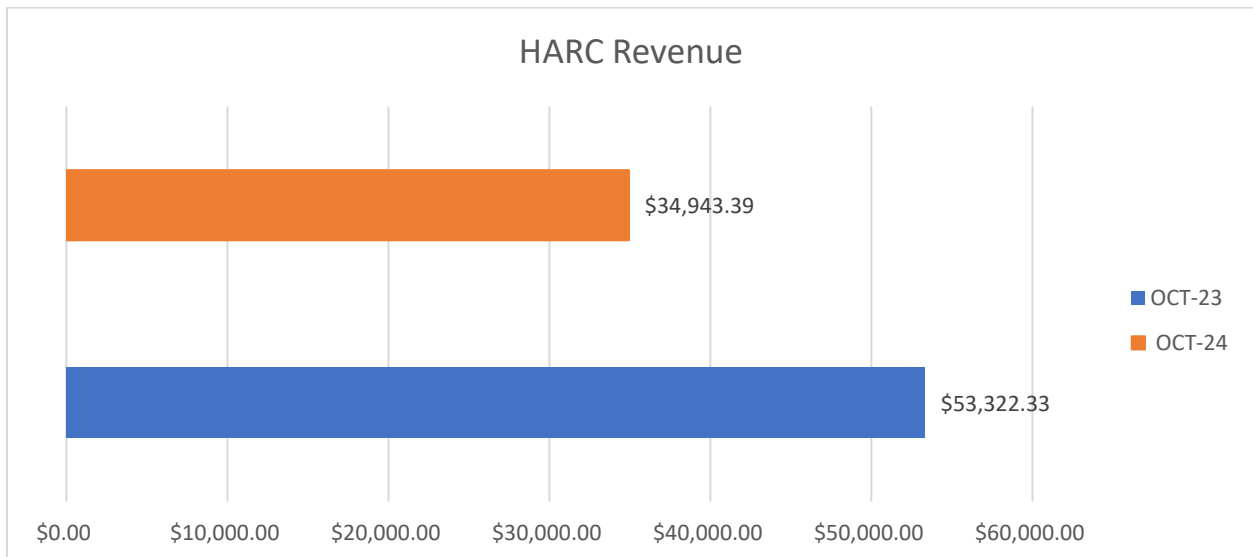
116 Certificate of Appropriateness reviewed by staff or 95% of reviewed applications.

8 Certificate of Appropriateness scheduled for HARC meeting.



HARC Revenue

\$34,943.39 HARC revenue for the month of October



HARC Inspections

50 HARC Final Inspections were requested. **The HARC Inspector executed only one inspection for painting.** The rest of the HARC Final Inspections were assigned by the CBO to Building Inspectors.

Community Redevelopment Agency Manager

- Miscellaneous services and meetings
 - Attended the City Commission Meeting.
 - The Bahama Village Advisory Committee meeting was cancelled due to weather.
 - Attended eight (8) project site visits.
 - Attended five (5) project training meeting with Engineering and FMT.
 - Attended two (2) consultant/staff meetings.
 - Attended the Florida Redevelopment Annual Conference.

Urban Forestry Work – No Report

Sustainability & Adaptation

- Adaptation and Energy Coordinator submitted Annual Report 2024 to Carbon Global Disclosure (CDP).
- Adaptation and Energy Coordinator attended the Sustainability Advisory Board meeting.
- Adaptation and Energy Coordinator attended the Ambassadors 2024 class.
- Adaptation and Energy Coordinator is tracking water meters and water consumption for City buildings in Portfolio Manager.
- Adaptation and Energy Coordinator attended the Rising Star Series: Effective Communications Skill Building Training.
- Adaptation and Energy Coordinator hosted and organized the monthly Green Drinks event.
- Adaptation and Energy Coordinator attended the Owner Representatives RFP Pre-Submittal meeting.
- Adaptation and Energy Coordinator attended the Key West Adaptation Plan progress meeting.
- Adaptation and Energy Coordinator prepared and completed the City's Green newsletter for release.
- Adaptation and Energy Coordinator attended the Blueprint #2B: Energy Savings Performance Contracts: Energy Efficiency and Electrification in Government Buildings.
- Adaptation and Energy Coordinator attended the ESPC Peer Exchange: RFP and ESCO Selection session with U.S Department of Energy.
- **Adaptation Plan:**
 - The Chapter goals / ranking criteria draft was reviewed by the Staff working group.
 - The City's Adaptation efforts were presented at the Florida Flooding Symposium.

- **Other Adaptation:**
 - Shepherded Energy Service Company Owners Representative RFQ through two addendums and one voluntary pre bid meeting.
- **Water Quality:**
 - The Sustainability Advisory Board passed a Resolution to the City Commission, recommending best management practices for Fats, Oils and Grease.
 - Submitted list of potential projects to the US Army Corps Florida Keys Water Quality Project.
 - Met with Key West Water Quality Improvement Plan team to prioritize FY25 actions.
- **Grants:**
 - Assisted with submittals for the Florida Defense Grants: Defense Reinvestment Grant (\$190K) and Defense Infrastructure Grant (Douglass Gym Resiliency Hub \$1M). Held application development meetings with Monroe County, Seacamp and Planning staff for 3 other potential grants.
- **Transportation:** Hosted the monthly Transportation Coordination Team meeting. Key discussions included preparations for the Parking Fee reduction discussions at the upcoming retreat.
- **Other:** Presented at Green Drinks and Konk AM about energy efficiency projects and resources for homeowners. Presented to the St. Mary's 9th and 10th graders on the City's efforts in drinking water quality, nearshore water quality and adaptation.