

TREE COMMISSION TREE REMOVAL REPORT
CITY of KEY WEST

PROPERTY: 920 Caroline St

APPLICATION NUMBER: TP2025-0005

REQUEST: Property owner is seeking conceptual landscape plan approval with no proposed tree removal.

APPLICATION SUMMARY: An application was submitted for conceptual landscape plan approval for an outdoor eating area.

TREE ASSESSMENT and PHOTOS:



A photo of the existing palms and hanging baskets



2 photos of the existing vegetation, patio area, and garage wall



Landscape Plan Review: The applicant is requesting Conceptual Landscape Plan Review.

1. There is no proposed tree removal for this landscape plan, but there is an open tree removal permit (T2024-0150) at the property requiring a mitigation of 10.8 caliper inches. The plans dated June 5, 2024, do not incorporate this mitigation requirement.
 - a. The proposed new landscaping consists of confederate jasmine vines
 - b. (10) silver buttonwood hedges have been planted recently, but these are not applicable for mitigation requirements
2. City code requires that proposed vegetation in landscaping shall be a minimum of 70% native (Sec 108-412). The proposed landscape plan includes confederate jasmine, which is not native, but it is endemic of Keys landscaping. There are also buttonwood hedges and a buttonwood tree on site, which are native.
3. The total landscaping with this plan will be (4) Foxtail Palms, (10) Buttonwood hedges, and (1) Buttonwood tree, with (11) Confederate Jasmines planted. This is 80% palms and 20% trees when assessing the canopy category. City code Sec 108-481 states that if palms are used, they shall constitute no more than 25% of the total tree requirement.
4. The landscaping will be appropriate and aesthetically attractive for this area.

Approvals requested:

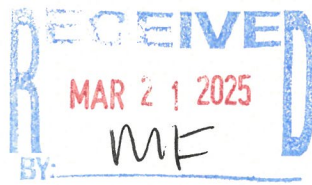
- A. Conceptual Landscape Plan – to be postponed or approved with conditions due to:
 - a. Proposed plantings do not incorporate the required mitigation of open tree permit T2024-0150 of 10.8 caliper inches.
 - i. The applicant needs to either submit a plan that includes planting of trees for the required mitigation of T2025-0150, or shall pay into the City Tree Fund (\$200.00 per caliper inch - \$2,160.00 total)
 - b. A landscape waiver will be required from the Planning Board for the plan to be greater than 25% palms.

PREPARED BY:

Mckenzie Fraley

Mckenzie Fraley
Urban Forestry Manager
City of Key West

Application



TP 2025-0005

Tree Permit Application

Please Clearly Print All Information unless indicated otherwise. Date: 3/21/2025

Tree Address 920 Caroline St.

Cross/Corner Street _____

List Tree Name(s) and Quantity _____

Reason(s) for Application: Conceptual landscape plan approval

() Remove () Tree Health () Safety () Other/Explain below

() Transplant () New Location () Same Property () Other/Explain below

() Heavy Maintenance Trim () Branch Removal () Crown Cleaning/Thinning () Crown Reduction

Additional Information and Application for conceptual landscape plan approval related to development

Explanation plan application for outdoor consumption area.

No existing trees proposed to be altered.

Property Owner Name 920 Caroline St LLC / Utility Board of Key West

Property Owner Email Address squaregrouperbarandgrill@gmail.com

Property Owner Mailing Address 920 Caroline St.

Property Owner Phone Number 305-395-2437

Property Owner Signature *Alyn Blee*

*Representative Name Smith Hawks, PL

Representative Email Address aj@smithhawks.com

Representative Mailing Address 138 Simonton St.

Representative Phone Number 305-296-7227

*NOTE: A Tree Representation Authorization form must accompany this application if someone other than the owner will represent the owner at a Tree Commission meeting or pick up an issued Tree Permit.

As of August 1, 2022, application fees are required. [Click here for the fee schedule.](#)

Sketch the tree's location (aerial view), including cross/corner street. Please identify tree(s) on the property regarding this application with colored tape or ribbon and if the tree is accessible.

450\$ paid



Tree Representation Authorization

Attendance at the Tree Commission meeting on the date when your request will be discussed is necessary in order to expedite the resolution of your application. This Tree Representation Authorization form must accompany the application if the property owner is unable to attend or will have someone else pick up the Tree Permit once issued.

Please Clearly Print All Information unless indicated otherwise.

Date 3/21/2025
Tree Address 920 Caroline St.
Property Owner Name 920 Caroline ST LLC
Property Owner Mailing Address 920 Caroline St.
Property Owner Mailing City, State, Zip Key West, FL 33040
Property Owner Phone Number 305-395-2437
Property Owner email Address squaregrouperbarandgrill@gmail.com
Property Owner Signature Lynn Bell, Lynn Bell, Manager

Representative Name Smith Hawks, PL
Representative Mailing Address 138 Simonton St.
Representative Mailing City, State, Zip Key West, FL 33040
Representative Phone Number 305-296-7227
Representative email Address aj@smithhawks.com

I Lynn Bell, Manager of 920 Caroline St LLC hereby authorize the above listed agent(s) to represent me in the matter of obtaining a Tree Permit from the City of Key West for my property at the tree address above listed. You may contact me at the telephone listed above if there are any questions or need access to my property.

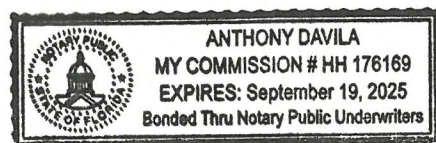
Property Owner Signature Lynn Bell

The forgoing instrument was acknowledged before me on this 17th day of March, 2025.
By (Print name of Affiant) Lynn Bell who is personally known to me or has produced as identification and who did take an oath.

Notary Public

Sign name: A.J. Davila
Print name: Anthony Davila

My Commission expires: 9/19/2025 Notary Public-State of FL (Seal)



PROPERTY RECORD CARD

Disclaimer

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

By continuing into this site you assert that you have read and agree to the above statement.

Summary

Parcel ID

Account#

Property ID

Millage Group

Location Address

Legal Description

Neighborhood

Property Class

Subdivision

Sec/Twp/Rng

Affordable Housing

00002790-000000

1002895

1002895

12KW

920 CAROLINE St, KEY WEST

KW PT LT 2 SQR 20 G65-207/08 OR496-883 OR945-1272/73 OR1049-2261/62
OR2515-1830/33 OR2687-842 OR3267-0118
(Note: Not to be used on legal documents.)

32120

RESTAURANT (2100)

31/67/25

No



Owner

920 CAROLINE ST LLC
22658 Overseas Hwy
Cudjoe Key FL 33042

Valuation

	2024 Certified Values	2023 Certified Values	2022 Certified Values	2021 Certified Values
+ Market Improvement Value	\$378,468	\$357,316	\$373,315	\$373,315
+ Market Misc Value	\$765	\$790	\$815	\$839
+ Market Land Value	\$730,000	\$730,000	\$730,000	\$730,000
= Just Market Value	\$1,109,233	\$1,088,106	\$1,104,130	\$1,104,154
= Total Assessed Value	\$1,109,233	\$1,088,106	\$1,104,130	\$1,104,154
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	\$1,109,233	\$1,088,106	\$1,104,130	\$1,104,154

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$730,000	\$378,468	\$765	\$1,109,233	\$1,109,233	\$0	\$1,109,233	\$0
2023	\$730,000	\$357,316	\$790	\$1,088,106	\$1,088,106	\$0	\$1,088,106	\$0
2022	\$730,000	\$373,315	\$815	\$1,104,130	\$1,104,130	\$0	\$1,104,130	\$0
2021	\$730,000	\$373,315	\$839	\$1,104,154	\$1,104,154	\$0	\$1,104,154	\$0
2020	\$730,000	\$394,647	\$864	\$1,125,511	\$1,037,339	\$0	\$1,125,511	\$0
2019	\$547,500	\$394,647	\$889	\$943,036	\$943,036	\$0	\$943,036	\$0
2018	\$525,000	\$365,405	\$884	\$891,289	\$891,289	\$0	\$891,289	\$0

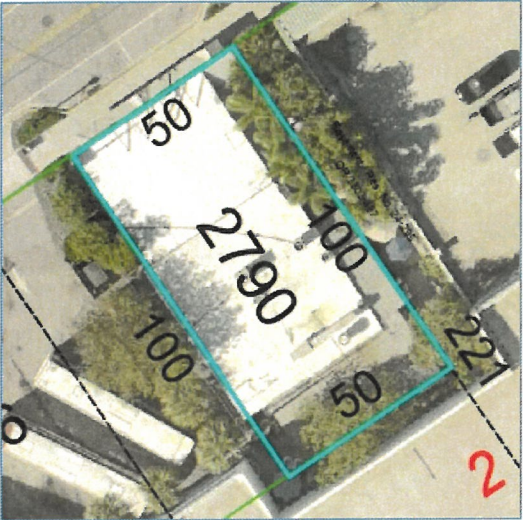
The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

Land

Land Use	Number of Units	Unit Type	Frontage	Depth
(2100)	5,000.00	Square Foot	50	100



Map



TRIM Notice

[2024 TRIM Notice \(PDF\)](#)

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the

[User Privacy Policy](#) | [GDPR Privacy Notice](#)
Last Data Upload: 4/2/2025, 1:36:50 AM

Contact Us

Developed by
 **SCHNEIDER**
GEOSPATIAL



Detail by Entity Name

Florida Limited Liability Company
920 CAROLINE ST LLC

Filing Information

Document Number	L24000037961
FEI/EIN Number	99-0915452
Date Filed	01/19/2024
Effective Date	01/19/2024
State	FL
Status	ACTIVE

Principal Address

920 CAROLINE ST.
KEY WEST, FL 33040

Mailing Address

22658 OVERSEAS HIGHWAY
CUDJOE KEY, FL 33042

Registered Agent Name & Address

BELL, LYNN C
22658 OVERSEAS HIGHWAY
CUDJOE, FL 33042

Authorized Person(s) Detail

Name & Address

Title AP

BELL, LYNN C
22658 OVERSEAS HIGHWAY
CUDJOE KEY, FL 33042

Title AP

BELL, JOSEPH
22658 OVERSEAS HIGHWAY
CUDJOE, FL 33042

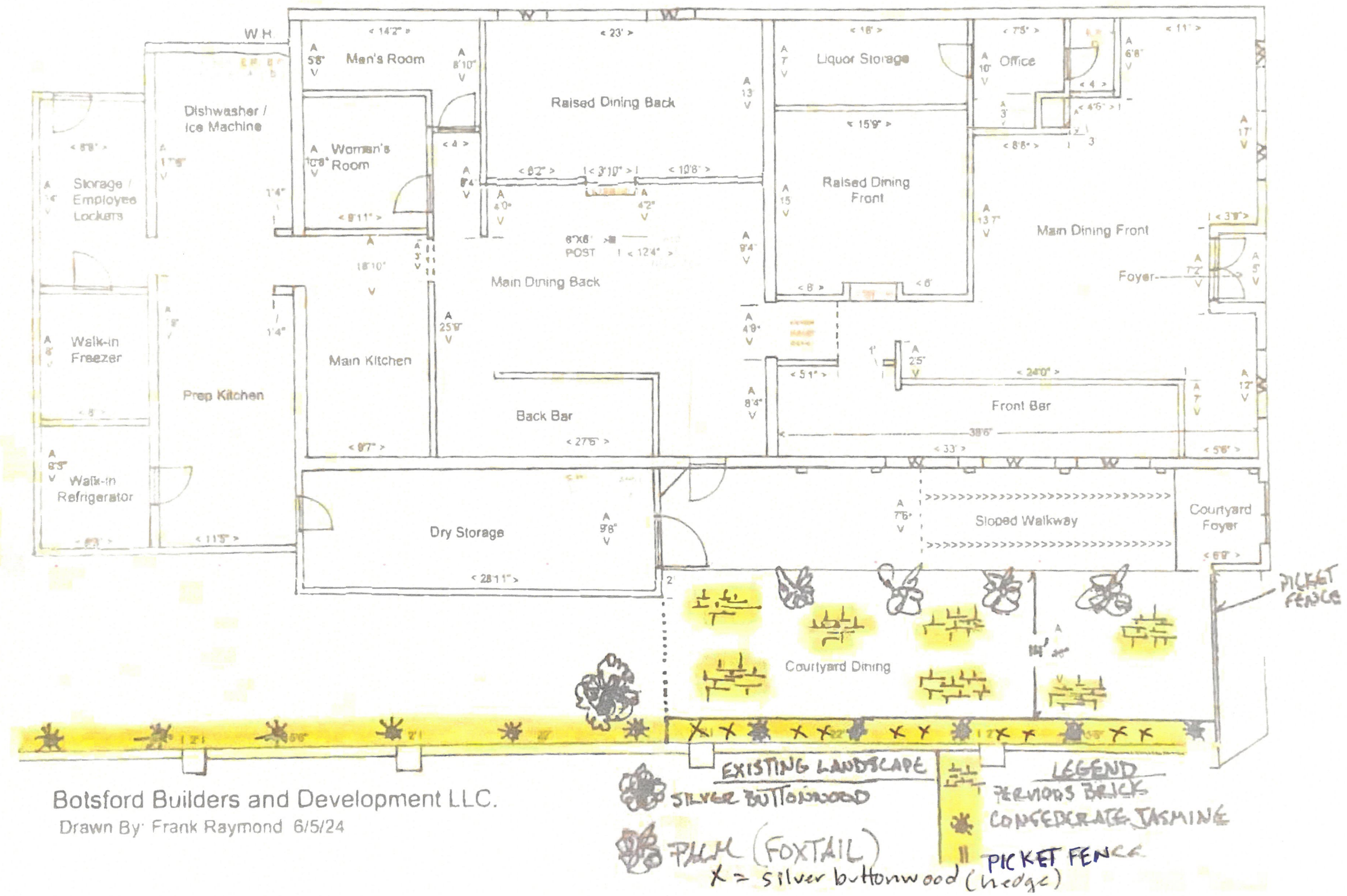
Annual Reports

Report Year	Filed Date
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SQUARE GROUPER KEY WEST RENOVATION

920 CAROLINE ST. KEY WEST FL 33040

LANDSCAPE PLAN



920 Caroline St. Landscape Plan Data

Existing Tree Table				
Tree/Palm #	Name	Caliper width / Palm height	Condition	Proposal
1	Silver Buttonwood	8 inch	Good	Keep as is
2	Foxtail Palm	18 ft.	Good	Keep as is
3	Foxtail Palm	18 ft.	Good	Keep as is
4	Foxtail Palm	18 ft.	Good	Keep as is
5	Foxtail Palm	18 ft.	Good	Keep as is

Planting Schedule				
Name	Category	Size	Native	Quantity
Silver Buttonwood	Shrub	1” caliper/ 5 gallon	Yes	10
Confederate Jasmine	Ornamental vine		No	11



Tree Representation Authorization

Attendance at the Tree Commission meeting on the date when your request will be discussed is necessary in order to expedite the resolution of your application. This **Tree Representation Authorization form** must accompany the application if the property owner is unable to attend or will have someone else pick up the Tree Permit once issued. Please Clearly Print All Information unless indicated otherwise.

Date 4-3-25

Tree Address 920 Caroline St

Property Owner Name Utility Board of the City of Key West

Property Owner Mailing Address 1001 James St., Key West, FL 33040

**Property Owner Mailing City,
State, Zip**

Property Owner Phone Number 305-295-1191

Property Owner email Address nick.batty@keysenergy.com

Property Owner Signature

Representative Name Smith Hawks, PL

Representative Mailing Address 138 Simonton St., Key West, FL 33040

**Representative Mailing City,
State, Zip**

Representative Phone Number 305-296-7227

Representative email Address aj@smithhawks.com

I Lynne Tejeda, GM & CEO, UB of the City of Key West hereby authorize the above listed agent(s) to represent me in the matter of obtaining a Tree Permit from the City of Key West for my property at the tree address above listed. You may contact me at the telephone listed above if there are any questions or need access to my property.

Property Owner Signature

Lynne Tejeda

The forgoing instrument was acknowledged before me on this 3 day April 2025.

By (Print name of Affiant) Lynne Tejeda who is personally known to me or has produced as identification and who did take an oath.

Notary Public

Sign name:

Edee Delph

Print name:

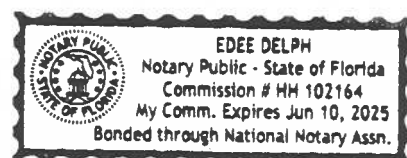
Edee Delph

My Commission expires: June 10, 2025

Notary Public-State of

Florida

(Seal)





Tree Permit Application

Please Clearly Print All Information unless indicated otherwise. Date: 4-3-25

Tree Address 920 Caroline St.

Cross/Corner Street _____

List Tree Name(s) and Quantity _____

Reason(s) for Application: Conceptual landscape plan approval

☐ Remove ☐ Tree Health ☐ Safety ☐ Other/Explain below

☐ Transplant ☐ New Location ☐ Same Property ☐ Other/Explain below

☐ Heavy Maintenance Trim ☐ Branch Removal ☐ Crown Cleaning/Thinning ☐ Crown Reduction

Additional Information and Explanation Application for conceptual landscape plan approval related to development plan application for outdoor consumption area.

No existing trees proposed to be altered.

Property Owner Name 920 Caroline St LLC / Utility Board of Key West

Property Owner Email Address squaregrouperbarandgrill@gmail.com

Property Owner Mailing Address 920 Caroline St.

Property Owner Phone Number 305-395-2437

Property Owner Signature 

Lynne Tejeda, General Manager & CEO, Utility Board of the City of Key West

***Representative Name** Smith Hawks, PL

Representative Email Address aj@smithhawks.com

Representative Mailing Address 138 Simonton St.

Representative Phone Number 305-296-7227

*NOTE: A Tree Representation Authorization form must accompany this application if someone other than the owner will represent the owner at a Tree Commission meeting or pick up an issued Tree Permit.

As of August 1, 2022, application fees are required. [Click here for the fee schedule.](#)

Sketch the tree's location (aerial view), including cross/corner street. Please identify tree(s) on the property regarding this application with colored tape or ribbon and if the tree is accessible.

Additional Information

Permit T2024-0150



CITY OF KEY WEST

TREE PERMIT

Permit# T2024-0150 Date Issued July 3, 2024

Address 920 Caroline Street

This it to certify that Utility Board of Key West / Lynn Bell

has permission to Remove (1) Strangler Fig tree. Replacement of 10.8", FL #1 native dicot
or fruit tree(s) of choice from approved list, to be planted on site. Replacements shall be
planted in the six (6) months from the approval date as described here in. All plants shall be
planted according to current 'Best Management Practices'. Submit completed Job Completion
form to Urban Forestry Manager for tree replacement inspection (\$10 inspection fee required).

All replacement trees shall be maintained as trees in perpetuity.

as per application approved July 2, 2024

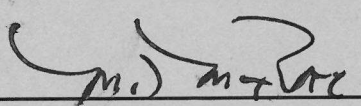
The person accepting this permit shall conform to the terms of the application on file in the office of the Tree Commission of Key West. All work shall conform to the requirements of the Code of Ordinances of the City of Key West, Chapter 110-Article VI. Tree Protection.

This Tree Permit is effective for 6 months from the date issued.

If this process requires blocking of a city right-of-way, a separate ROW Permit is required. Please contact City of Key West at 305-809-3861.

IMPORTANT NOTICE

This card must be posted in a location clearly visible from the street and in a protected covering.

APPROVED BY 
Misha McRAE - Tree Commission Chairman

City of Key West
Tree Commission
PO Box 1409
Key West, FL 33041
Phone: (305) 809-3725