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**Sent:** Tuesday, September 24, 2024 4:39 PM  
**To:** Amy Dismukes <[amy.dismukes@cityofkeywest-fl.gov](mailto:amy.dismukes@cityofkeywest-fl.gov)>  
**Cc:** Katie P. Halloran <[katie.halloran@cityofkeywest-fl.gov](mailto:katie.halloran@cityofkeywest-fl.gov)>  
**Subject:** RE: September 26, 2024 Draft Development Review Committee Agenda

DRC 9-26-24

**2. 907 Caroline (Major DP):** Spottswood rep with Keith Oropeza as landscape architect (owner is the City). Existing landscaping exists around this parcel from the 951 Caroline project (West Marine) and the seaport project years ago.

Drainage plan conflicts with application which conflicts with landscape plan-existing regulated and protected trees and palms are located in the proposed swale areas (application states no trees are to be removed?) The landscape plan shows protected trees and palms being removed. Which is it? It looks like property is to be cleared then developed?

If property is to be cleared of all vegetation and then developed, the landscape plan is not in compliance with Sec 108 guidelines-no shrubs or groundcover is proposed to be planted. Also, groundcover and shrubs required as part of the 951 Caroline development plan are being removed and not replaced. Why are protected trees and palms being removed-why not transplant? What are the conditions of those palms and trees?

The existing site map and proposed landscape plan should be on two separate pages for ease of review and this way, information regarding the size and condition of the palms and trees can be included-the required existing tree and palm information is not included in the package. What are the sizes and conditions of the trees and palms on the property, especially those to be removed?

A complete existing site map with disposition and size information is required and a landscape plan that includes shrubs/groundcover as per city code, is required.

**3. 920 Caroline (easement):** No objection to the easement. No impacts authorized to occur to the silver buttonwood tree or the Royal Palms unless a permit has been issued by the Tree Commission. This easement area already has a tree removal permit with required mitigation attached to it that is the responsibility of the Square Grouper owners.

**4. 804 Caroline (conditional use):** No comment.

**5. 1 Duval (conditional use):** This application should be placed on hold until a tree survey has been incorporated onto the plans. Which parking-site plan is the one being requested? They are two plans-one with the traffic letter and one in the "plans" section. Part of the area proposed for parking for this conditional use is a historic cistern with a lot of tree growth surrounding it. Some of the proposed parking areas are where regulated trees are currently located. Any conditional use must require Tree Commission/urban forestry review for potential tree impacts and possible permit review.

**6. 1004 Eaton (transfer of unit):** No comment.

**7. 3101 N. Roosevelt (Major DP):** Greg Oropeza representative, no landscape architect listed, Chri Holland owner. The shoreline-open water and mangrove setbacks need to be marked on the plans. The existing tree map does not include specifics as to size of the trees and palms. Who did the site work? A site inspection will be required prior to acceptance of an application for Tree Commission review. Are all the trees and palms on the existing site map to remain, be removed, or transplanted? There is no disposition plan included in the file, therefore, file is not complete. Landscape plan does not include dimensions of the planting bed areas which would be helpful for Sec 108 review. What is the plan for the tortoises that currently live on site?

This property also has three old tree permits whose permit requirements need to be incorporated into the landscape plan: T10-5619 (CNVTRE2020-0009), T11-5641 (CNVTRE2020-0011), and T11-5657 (CNVTRE2020-0013). These permits require the planting of a total of (2) approved native palms, minimum 4 ft tall each palm, and 9 caliper inches of approved trees.

**8. 0 Duval (Major DP):** Steve Rossi Architect is the representative for the property owners. The landscape architect is Ladd Roberts- Landwise, from Jacksonville who has done extensive work in the Keys. An existing site map with required tree information for the impact area and a landscape plan has been submitted. Landscape plan shows not all the required mitigation will be incorporated into the landscape plan. Prior to acceptance of an application for Tree Commission review, a site inspection must be done and a meeting to discuss the required mitigation and landscaping component must be had.

**9. 715 and 811 Seminole (DA):** The Tree Commission is mentioned in the agreement but it also says that the submitted plan in the development agreement will be the development plan project. Have the applicants even thought of tree impacts when designing their plan? What is the existing tree map for those properties? What if the project does not get approval from the Tree Commission to remove all the trees that will be impacted by the proposed plan, how does that impact the agreement? Has there been any thought of tree preservation?

**10. 3200 N. Roosevelt (Major DP):** This is the old Searstown property. Smith Hawks is the representative for the property owners. A landscape company from Miami, GRAFE Inc, has submitted an existing tree map and landscape plans. It appears that most trees and palms are to be removed from the property, a lрге amount!b nnn-has any thought been given about relocating the trees/palms in good condition? Is there a school or public property that might want to have some trees/palms? The disposition list has a statement “refer to arborist report for additional information,” a copy of that report would be needed for submittal with the tree application. Prior to acceptance of an application to the Tree Commission for conceptual landscape plan approval with tree removal a site meeting must be conducted to verify existing tree map.

The landscape plan incorporates over 140 live oak trees in the parking lot area. Live oaks are NOT native to Key West or the Florida Keys and is not an appropriate tree species to be planted and is not accepted as an approved tree for tree permitting mitigation. Additional drawings will also be needed showing typical sizes of planting areas for use in Sec 108 landscape review.

Hope this helps,  
Karen