



**THE CITY OF KEY WEST**  
**Code Compliance Division**  
P.O. BOX 1409  
KEY WEST, FL 33041  
**(305) 809-3740**

**NOTICE OF IRREPARABLE CODE VIOLATION  
AND ADMINISTRATIVE HEARING**

DATE: May 15, 2012  
RE: CASE NUMBER 12-731

CERTIFIED MAIL RECEIPT#: 7007 3020 0000 5345 6288

To:  
Ingo Scharrenbroich  
1612 Josephine Street  
Key West, FL 33040

Subject Address:  
1612 Josephine Street  
Key West, FL 33040

**TAKE NOTICE** that the City of Key West Code Compliance Division has requested the City of Key West Special Magistrate to conduct an administrative hearing regarding code violation(s) reported to you by

**NOTICE OF CODE VIOLATION** concerning the above noted subject address.

You were noticed that your property is in violation of the City of Key West Code of Ordinances for the following reason(s):

**Count 1:** You shall have a business tax receipt from the City of Key West to rent your property transiently.

**Sec. 18-601 License required.**

(a) The short-term rental of a residential property is a business activity that requires the property owner to hold a business tax receipt issued by the city. A state or county license without an accompanying city license is insufficient. Notwithstanding the existence of any other regulation of the city regulating the transient use of property, the short-term rental of a residential property without a business tax receipt violates the law.

(b) It shall be unlawful for a property owner to lease a residential property for a period of less than 30 days or one calendar month without having obtained a business tax receipt under this division.

**To wit:** Property Owner, Ingo Scharrenbroich entered into a lease which was signed by him and his renter, Miguel Andres Estrada on May 5, 2012. A security deposit of \$200.00 was paid with a balance of \$1200.00 due at check-in at 2pm on 11 May, 2012. Check out is 10am 15 May, 2012. The property owner does not have a business tax receipt with the City of Key West to rent his property transiently.

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**For your information:** A Transient Unit is defined as a Transient Living Accommodation as Defined in 86-9. Section 86-9 of the Key West Code of Ordinances defines a Transient Living accommodation is any unit, group of units, dwelling, building, or group of buildings within a single complex of buildings, which is 1) rented for a period or periods of less than 30 days or one calendar month, whichever is less; or which is 2) advertised or held out to the public as a place rented to transients, regardless of the occurrence of an actual rental. Such a short-term rental use of or within a single-family dwelling, a two-family dwelling or a multifamily dwelling (each also known as a "residential dwelling") shall be deemed a transient living accommodation.

**Count 2:** The respondent held out the property in question as being available for rent transiently contrary to 122-1371(d)(9) on 11 May, 2012.

**Count 3:** The respondent held out the property in question as being available for rent transiently contrary to 122-1371(d)(9) on 12 May, 2012.

**Count 4:** The respondent held out the property in question as being available for rent transiently contrary to 122-1371(d)(9) on 13 May, 2012.

**Count 5:** The respondent held out the property in question as being available for rent transiently contrary to 122-1371(d)(9) on 14 May, 2012.

**Sec. 122-1371 Transient living accommodations in residential dwellings; regulations(d)(9)**

(d) General regulations. The following regulations shall pertain to transient lodging use of or within a residential dwelling.

(9) It shall be unlawful for any owner, tenant, broker, realtor, agent or other representative of the owners to hold out or advertise a residential dwelling for transient rental if the property is not permitted, as provided hereunder. A broker or realtor who is found in violation of this regulation shall be subject to business tax receipt revocation.

**To wit:** Property Owner, Ingo Scharrenbroich entered into a lease which was signed by him and his renter, Miguel Andres Estrada on May 5, 2012. A security deposit of \$200.00 was paid with a balance of \$1200.00 due at check-in at 2pm on 11 May, 2012. Check out is 10am on 15 May, 2012. The property owner does not have a business tax receipt with the City of Key West to rent his property transiently.

**Count 6:** The Single Family district shall not include transient accommodations.

**Sec. 122-237 Prohibited uses in the SF (Single Family) district.**

In the single-family residential district (SF), all uses not specifically or provisionally provided for in this subdivision are prohibited.

**To wit:** Transient rentals are prohibited in the HMDR district.

**Count 7:** You shall not rent your property or hold out your property as a transient or non-transient rental without a business tax receipt from the City of Key West.

**Sec. 66-87 Business tax receipt required for all holding themselves out to be engaged in business.**

No person shall engage in, manage, carry on or practice, wholly or in part, within the city limits, any business, profession or occupation without first procuring a city business tax receipt. For the purposes of this article, any person holding himself out to the public by sign, printed matter, telephone directory classified section, city directory or otherwise as being engaged in business or as offering services or property to the public for a consideration, regardless of whether such person actually transacts any business or practices a profession, shall be considered as engaging in business and shall be liable for a business tax receipt fee thereon.

**To wit:** Property Owner, Ingo Scharrenbroich entered into a lease which was signed by him and his renter, Miguel Andres Estrada on May 5, 2012. A security deposit of \$200.00 was paid with a balance of \$1200.00 due at check-in at 2pm on 11 May, 2012. Check out is 10am on 15 May, 2012. The property owner does not have a business tax receipt with the City of Key West to rent his property transiently.

In accordance with Florida Statutes § 162 and Code of Ordinances, City of Key West, § 2-631 through § 2-647, The City of Key West has scheduled a hearing to be held at **Old City Hall, 510 Greene Street, Key West, Florida at 1:30 P.M. on:**

**June 12, 2012**

The Chambers will be open at 1:00 PM. These proceedings may be televised.

The purpose of this hearing is to determine if a violation(s) exists, the appropriate action to be taken, if any is required, and if any fines or penalties are to be imposed. **YOU ARE REQUESTED TO APPEAR AT THIS HEARING** to present evidence and/or testimony to show cause, if any, why you should not comply with City Ordinances. **YOUR FAILURE TO APPEAR MAY RESULT IN A FINE OR PENALTY BEING IMPOSED AGAINST YOU AND A LIEN BEING IMPOSED UPON YOUR PROPERTY.**

You have a right to have an attorney present at the hearing. If an attorney represents you, your attorney must file written notice with this office prior to the hearing date.

If you intend to request a continuance from the Hearing Date set out above you must submit a written request for a continuance addressed to the Special Magistrate and mailed to PO Box 1409, Key West, FL 33041 or delivered to the Special Magistrate's Legal Analyst at 3139 Riviera Drive, Key West, FL 33040. All requests must be received at least five (5) working days prior to the Hearing Date set out above. If the request is not received five (5) working days prior to the Hearing Date you or your attorney must appear on the Hearing Date to petition the Special Magistrate for a continuance. If any continuance is granted this will not stay discovery and all records previously requested must be supplied to the City or formally objected to.

**Be advised that, if you decide to appeal any decision of the Special Magistrate in this code enforcement hearing, you shall be responsible to ensure that a verbatim record of the proceedings of this code enforcement hearing is made, such that any evidence and testimony upon which an appeal may be based can be submitted to the appellate court.**

If you are found to be in violation of City of Key West Ordinances, administrative costs in the amount of **\$250.00** may be levied for administrative recovery for prosecution and investigation in addition to levied fines associated with the violation(s). **Failure to pay these costs will result in a lien against the property in violation.**

**PER FLORIDA STATUTES SECTION 162.09, YOUR FAILURE TO CORRECT THE VIOLATION (S) MAY RESULT IN THE IMPOSITION OF A FINE OF UP TO \$250.00/DAY, AND \$500.00/DAY FOR A REPEAT VIOLATION. IF THE VIOLATION (S) IS IRREPARABLE OR IRREVERSIBLE, A FINE OF UP TO \$5000.00 MAY BE IMPOSED BY THE SPECIAL MAGISTRATE. FINES MAY BE IMPOSED ON A PER DAY/ PER VIOLATION BASIS.**



Barbara Meizis  
Code Compliance Officer  
City of Key West  
(305) 809-3740

*Hand Served this* \_\_\_\_\_ *day of* \_\_\_\_\_, 2012

**RECEIVED BY:** \_\_\_\_\_

**SERVED BY:** \_\_\_\_\_