



**THE CITY OF KEY WEST**  
**Code Compliance Division**

P.O. BOX 1409  
KEY WEST, FL 33041  
**(305) 809-3740**

**AMENDED**  
**NOTICE OF REPEAT CODE VIOLATION AND**  
**ADMINISTRATIVE HEARING**

DATE: June 2, 2011  
RE: CASE NUMBER 11-404

CERTIFIED MAIL RECEIPT#: 7007 3020 0000 5346 4634

To:  
Brian McKendry  
80 Palm Drive  
Key West, FL 33040

Subject Address:  
1320 South 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):

Violation Detail

00010 TRANSIENT LICENSE Sec. 18-601

Date Est: April 26, 2011

Transient rental business tax receipt is required to rent this property transiently.

Violation Detail

00020 TRANSIENT LIVING ACCOMMODATIONS Sec. 122-1371 (d)(9)

Date Est: April 26, 2011

Count 1: Key West Code of Ordinances, Sec. 122-1371, A regulation regarding the prohibition of an 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. TO WIT: the captioned property was held out and/or advertised as being available transiently on **August 5, 2011 through August 19, 2011** without the benefit of a valid transient rental license.

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.

For your info:

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Affordable housing shall mean housing as defined in section 122-1466 of the land development regulations (LDRs) and amendments thereto.

Receiver site shall mean the property where the unit or license is desired to be transferred and relocated pursuant to this division.

Residence or residential unit shall mean a single-family, multifamily, accessory, or affordable housing unit.

Sender site shall mean the property where the transient unit or license is currently located and recorded prior to application for transfer.

Transient unit shall mean a transient living accommodation as defined in section 86-9 of the LDRs. 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.

Sec. 86-9. - Definition of terms.

Transient living accommodations or transient lodging. 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.

Violation Detail

00030 SF-PROHIBITED USES Sec. 122-237

Date Est: April 26, 2011

Transient rentals are prohibited in the SF zone.

Violation Detail

00040 BUSINESS TAX RECEIPT REQUIRED Sec. 66-87

Date Est: April 26, 2011

Business tax receipt is required to rent property non-transiently.



**THE CITY OF KEY WEST**  
**Code Compliance Division**

P.O. BOX 1409  
KEY WEST, FL 33041  
**(305) 809-3740**

**AMENDED**  
**NOTICE OF REPEAT CODE VIOLATION AND**  
**ADMINISTRATIVE HEARING**

DATE: June 2, 2011  
RE: CASE NUMBER 11-404

CERTIFIED MAIL RECEIPT#: 7007 3020 0000 5346 4702

To:	Subject Address:
Robert R Burke	1320 South Street
Brian McKendry	Key West, FL 33040
1105 Washington 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):

Violation Detail

00010 TRANSIENT LICENSE Sec. 18-601

Date Est: April 26, 2011

Transient rental business tax receipt is required to rent this property transiently.

Violation Detail

00020 TRANSIENT LIVING ACCOMMODATIONS Sec. 122-1371 (d)(9)

Date Est: April 26, 2011

Count 1: Key West Code of Ordinances, Sec. 122-1371, A regulation regarding the prohibition of an 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. TO WIT: the captioned property was held out and/or advertised as being available transiently on **August 5, 2011 through August 19, 2011** without the benefit of a valid transient rental license.

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.

For your info:

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Affordable housing shall mean housing as defined in section 122-1466 of the land development regulations (LDRs) and amendments thereto.

Receiver site shall mean the property where the unit or license is desired to be transferred and relocated pursuant to this division.

Residence or residential unit shall mean a single-family, multifamily, accessory, or affordable housing unit.

Sender site shall mean the property where the transient unit or license is currently located and recorded prior to application for transfer.

Transient unit shall mean a transient living accommodation as defined in section 86-9 of the LDRs. 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.

Sec. 86-9. - Definition of terms.

Transient living accommodations or transient lodging. 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.

Violation Detail

00030 SF-PROHIBITED USES Sec. 122-237

Date Est: April 26, 2011

Transient rentals are prohibited in the SF zone.

Violation Detail

00040 BUSINESS TAX RECEIPT REQUIRED Sec. 66-87

Date Est: April 26, 2011

Business tax receipt is required to rent property non-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 29, 2011**

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.**



Ginny Haller  
Code Compliance Officer  
City of Key West  
(305) 809-3740

CASE NUMBER 11-00000404  
 PROPERTY ADDRESS 1320 SOUTH ST

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 VIOLATION: TRANSIENT LICENSE QUANTITY: 1  
 DESCRIPTION: Sec. 18-601 DATE: 5/05/11  
 LOCATION:

NARRATIVE :

Transient rental business tax receipt is required to rent this property transiently.

ORDINANCE DESCRIPTION :

(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.

CORRECTIVE ACTION REQUIRED :

Cease activity.

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 VIOLATION: TRANSIENT LIVING ACCOMMOD QUANTITY: 1  
 DESCRIPTION: Sec. 122-1371 DATE: 5/05/11  
 LOCATION:

NARRATIVE :

Violation Detail  
 00020 TRANSIENT LIVING ACCOMMODATIONS Sec. 122-1371  
 Date Est: March 24, 2011  
 Count 1: Key West Code of Ordinances, Sec. 122-1371, A regulation regarding the prohibition of an 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. TO WIT: the captioned property was held out and/or advertised as being available transiently on March 19, 2011 through March 24, 2011 without the benefit of a valid transient rental license.  
 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

CASE NUMBER 11-00000404  
PROPERTY ADDRESS 1320 SOUTH ST

## NARRATIVE :

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.

For your info:

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Affordable housing shall mean housing as defined in section 122-1466 of the land development regulations (LDRs) and amendments thereto.

Receiver site shall mean the property where the unit or license is desired to be transferred and relocated pursuant to this division.

Residence or residential unit shall mean a single-family, multifamily, accessory, or affordable housing unit.

Sender site shall mean the property where the transient unit or license is currently located and recorded prior to application for transfer.

Transient unit shall mean a transient living accommodation as defined in section 86-9 of the LDRs. 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.

Sec. 86-9. - Definition of terms.

Transient living accommodations or transient lodging. 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.

## ORDINANCE DESCRIPTION :

(a) Intent. These regulations apply only to the transient use of residential dwellings. In 1986, the city enacted former zoning code section 35.24(44) which provided the following definition of a transient living accommodation: "Commercially operated housing principally available to short-term visitors for less than twenty-eight (28) days." (This definition shall hereinafter be referred to as the "former transient definition.") Some property owners and developers interpreted the former transient

CASE NUMBER 11-00000404  
PROPERTY ADDRESS 1320 SOUTH ST

## ORDINANCE DESCRIPTION :

definition to mean that an owner could rent his or her residential dwelling for less than half the year without the dwelling losing its residential status, and therefore without the need for a city-issued transient license (so long as state licensing requirements were met). This interpretation went unchallenged by the city. Three categories of transient use of residential dwellings resulted: (1) some owners obtained a transient license allowing unrestricted transient use; (2) some owners followed the former transient definition and, accordingly, rented their properties less than half the year; and (3) some owners put their residences to a transient use without city or state license and without regard to existing regulations. In addition, many residential dwelling owners never put their properties to a transient use and they no longer have the opportunity to do so under the city's current rate of growth ordinance.

The city commission finds that short-term or transient rentals affect the character and stability of a residential neighborhood. The home and its intrinsic influences are the foundation of good citizenship; although short-term tenants no doubt are good citizens generally, they do not ordinarily contribute to activities that strengthen a community.

Therefore, the city intends by these regulations to establish a uniform definition of transient living accommodations, and to halt the use of residences for transient purposes in order to preserve the residential character of neighborhoods. The city has provided only a brief phase-out period in recognition that in many instances investment expectations have already been met either through rental income or rising market value. Finally, certain guest houses currently hold a number of the city's category 10C business tax receipt which denotes transient use of a residential property. The city intends to develop a uniform guest house business tax receipt category, and then to redesignate all 10C licenses held by guest houses accordingly.

(b) Unlicensed residential transient use; prohibition. Except as provided in section 122-1372, all unlicensed transient rental use of residential dwellings is prohibited.

(c) Application. The holder of a business tax receipt allowing residential transient use must annually provide or comply with the following information:

- (1) The complete street address and RE number of the property.
- (2) Proof of ownership, including the name, address and phone number of each person or entity with an ownership interest in the property.
- (3) An approved inspection report of the fire marshal verifying compliance with the fire marshal's criteria for a residential dwelling transient lodging use.



CASE NUMBER 11-00000404  
PROPERTY ADDRESS 1320 SOUTH ST

## ORDINANCE DESCRIPTION :

(4) The gross square footage of the property, including the number of rooms, bedrooms, kitchens and on-site parking spaces attributable to transient lodging use.

(5) A valid and current federal employer tax identification number (or Social Security number) for the owner(s) of the property.

(6) A valid and current Florida Department of Revenue sales tax identification number under Chapter 212, Florida Statutes, and a valid and current license under Chapter 509, Florida Statutes.

(7) The name, address and 24-hour phone number of the person who will be operating the property's transient accommodations.

(8) The application shall bear the signatures of all owners, authorized agents and authorized property managers.

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

(1) Except as provided herein, each residential property where transient lodging use is in effect shall prominently display on the outside of the property a medallion alerting the public of the transient use. The medallion and instructions for its posting shall be issued by the licensing division.

(2) A contact person must be available 24-hours per day, seven days per week for the purpose of responding promptly to complaints regarding the conduct of the occupants of the residential dwelling transient lodging. The name and phone number of the contact person must be posted on exterior of the dwelling in a place accessible to the public.

(3) As a condition of application approval, the fire marshal shall conduct an inspection of each dwelling unit and issue to the applicant written approval based on applicable life safety criteria.

(4) Occupancy of individual units shall conform to the occupancy limits of the Florida Building Code. Units shall comply with the Americans with Disabilities Act, as applicable.

(5) The owner or manager shall maintain a tenant and vehicle registration which shall include the name and address of each unit's tenant, and the make, year and tag number of the tenant's vehicle.

(6) Parking. The owner shall provide one off-street parking space per residential dwelling transient lodging unit, except where the unit is in the city's historic district; provided, however, that the owner or manager must instruct all tenants of the historic district's residential parking program and if the vehicle is not eligible to park on the street, then the owner or manager shall ensure that the tenant is directed to a lawful and appropriate parking space.

(7) There shall be a written lease between a residential dwelling owner and a tenant, and it shall contain the

CASE NUMBER 11-00000404  
PROPERTY ADDRESS 1320 SOUTH ST

## ORDINANCE DESCRIPTION :

tenant's agreement to the regulations contained in this section.

(8) It shall be a violation of these regulations to enter into a long-term lease with a mutual intent to subvert the regulatory goals of this section. It shall also be a violation of these regulations for a property owner to lease space to "roommates" for a period of less than 30 days or one calendar month when not licensed as provided hereunder. For the purposes of enforcement, a rebuttable presumption shall exist that roommates use a common entrance to a 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.

(10) Nothing in this section is intended to exclude the application of any ordinance of the City of Key West.

(e) Fees; application schedule.

(1) A person or entity who holds a transient rental business tax receipt shall pay the customary annual business tax receipt fee, plus an annual inspection and enforcement fee of \$125.00 upon the filing of the application set forth in subsection (c).

(2) Fee revenues raised under this section shall be used to fund a position in the code enforcement division, and to provide enforcement and processing personnel as needed. The officer holding this position shall have as his or her primary responsibility the enforcement of the terms and conditions of this ordinance, and other city regulations relating to the transient use of properties.

(3) For a period of 90 days after the effective date of this section [September 22, 2003], the licensing division will receive initial applications pursuant to subsection (c), and related fees. There shall be a \$25.00 per dwelling unit late fee payable to the city upon application filing. In all subsequent years after the initial application, annual processing fees shall be paid at the same time as the business tax receipt. The city manager may determine to pro-rate the initial processing fee.

Editor's note: The city has advised that the effective date of Ord. No. 02-06 actually occurred upon final DCA approval, which was September 22, 2003.

(f) Enforcement; penalties. A violation of this section shall be punishable as a misdemeanor and by a fine of up to \$500.00 per day, per unit, per violation. The code enforcement division may also enforce the terms of this section by bringing a case to the code enforcement special master pursuant to its authority under law and ordinance. In addition, any license or permission granted hereunder may be revoked for cause, upon notice and opportunity to be