



# DEVELOPMENT PLAN AND CONDITIONAL USE APPLICATION

## CITY OF KEY WEST, FLORIDA • PLANNING DEPARTMENT

Address: 1300 White Street • Key West, Florida 33040

Phone: 305-809-3764

Website: [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

Fees listed below include a \$395.65 advertising/noticing fee and a \$140.71 fire review fee where applicable. Any Major or Minor Development Plan returned to the Planning Board after initial approval will require a new application fee equivalent to one-half of the current fee schedule.

Development Plan and Conditional Use Application Fee Schedule	
Development Plan	
Minor Development Plan	
Within Historic District Total Application Fee	\$ 5,000.00
Outside Historic District Total Application Fee	\$ 6,000.00
Conditional Use Total Application Fee	\$ 1,547.82
Extension Total Application Fee	\$ 703.55
Major Development Plan Total Application Fee	\$ 10,500.00
Conditional Use Total Application Fee	\$ 1,547.82
Extension Total Application Fee	\$ 703.55
Administrative Modification Fee	\$ 1,021.03
Minor Modification Fee	\$ 4,000.00
Major Modification Fee	\$ 5,000.00
Conditional Use (not part of a development plan) Total Application Fee	\$ 3,677.20
Extension (not part of a development plan) Total Application Fee	\$ 703.55
Revision or Addition (not part of a development plan) Fee	\$ 2,552.56

**Applications will not be accepted unless complete**

Development Plan

Major \_\_\_\_\_

Minor   X  

Conditional Use

  X   \_\_\_\_\_

Historic District

Yes   X   \_\_\_\_\_

No \_\_\_\_\_

Please print or type:

- 1) Site Address: 325 Duval Street, Rear, Key West, FL 33040
- 2) Name of Applicant: Smith Hawks, PL
- 3) Applicant is:  
Property Owner: \_\_\_\_\_  
Authorized Representative:   X   \_\_\_\_\_  
(attached Authorization and Verification Forms must be completed)
- 4) Address of Applicant: \_\_\_\_\_ 138 Simonton Street, Key West, FL 33040
- 5) Applicant's Phone #: 305-296-7227 Email: \_\_\_\_\_
- 6) Email Address: aj@smithhawks.com
- 7) Name of Owner, if different than above: Key West Hotel LLC
- 8) Address of Owner: 142 Ralph Ave., Copiague, NY 11726

9) Owner Phone #: c/o Agent Email: c/o Agent

10) Zoning District of Parcel: \_\_\_\_\_ RE# 00004320-000000

11) Is Subject Property located within the Historic District? Yes x No \_\_\_\_\_  
If Yes: Date of approval \_\_\_\_\_  
HARC approval # \_\_\_\_\_  
OR: Date of meeting \_\_\_\_\_

12) Description of Proposed Development and Use. Please be specific, list existing and proposed buildings and uses, number of dwelling units, parking, restaurant seats, vehicles proposed, etc. If there is more than one use, describe in detail the nature of each use (Give concise description here and use a separate sheet if necessary).  
The property is currently used as a hotel. This application is to approve a tiki bar with approximately 500 sf of consumption area at the Property.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13) Has subject Property received any variance(s)? Yes \_\_\_\_\_ No x  
If Yes: Date of approval \_\_\_\_\_ Resolution # \_\_\_\_\_  
Attach resolution(s).

14) Are there any easements, deed restrictions or other encumbrances on the subject property?  
Yes \_\_\_\_\_ No x  
If Yes, describe and attach relevant documents.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A. For both *Conditional Uses* and *Development Plans*, provide the information requested from the attached **Conditional Use and Development Plan** sheet.

B. For *Conditional Uses* only, also include the **Conditional Use Criteria** required under Chapter 122, Article III, Sections 122-61 and 122-62 of the Land Development Regulations (see attached copy of criteria).

C. For *Major Development Plans* only, also provide the **Development Plan Submission Materials** required under Chapter 108, Article II, Division 7, Sections 108-226 through 108-248 of the Land Development Regulations (see attached copy of criteria) and any additional information as determined by the Planning Staff.

D. For both Conditional Uses and Development Plans, one set of plans MUST be signed & sealed by an Engineer or Architect.

**Please note, development plan and conditional use approvals are quasi-judicial hearings, and it is improper to speak to a Planning Board member or City Commissioner about the project outside of the hearing.**

### **Required Plans and Related Materials for both a Conditional Use and Minor/Major Development Plan**

#### **I. Existing Conditions**

- A) Recent Survey of the site by a licensed Surveyor (Survey must be within 10 years from submittal date of this application) showing all dimensions including distances from property lines, and including:
  - 1) Size of site;
  - 2) Buildings, structures, and parking;
  - 3) FEMA Flood Zone;
  - 4) Topography;
  - 5) Easements; and
  - 6) Location of Utility Lines (sewer, water, electric, cable) adjacent and extending into the site.
- B) Existing size, type and location of trees, hedges, and other features.
- C) Existing stormwater retention areas and drainage flows.
- D) A sketch showing adjacent land uses, buildings, and driveways.

#### **II. Proposed Development: Plans at 11" X 17" (10,000 Sq. ft. or less); 24" X 36" if site is over 10,000 sq. ft.**

- A) Site Plan to scale of with north arrow and dimensions by a licensed architect or engineer.
  - 1) Buildings
  - 2) Setbacks
  - 3) Parking:
    - a. Number, location and size of automobile and bicycle spaces
    - b. Handicapped spaces
    - c. Curbs or wheel stops around landscaping
    - d. Type of pavement
  - 4) Driveway dimensions and material
  - 5) Location of Utility Lines (sewer, water, electric, cable) adjacent and extending into the site.
  - 6) Location of garbage and recycling
  - 7) Signs
  - 8) Lighting
  - 8) Project Statistics:
    - a. Zoning
    - b. Size of site
    - c. Number of units (or units and Licenses)
    - d. If non-residential, floor area & proposed floor area ratio
    - e. Consumption area of restaurants & bars
    - f. Open space area and open space ratio
    - g. Impermeable surface area and impermeable surface ratio
    - h. Number of automobile and bicycle spaces required and proposed
- B) Building Elevations
  - 1) Drawings of all building from every direction. If the project is in the Historic District, please submit HARC approved site plans.
  - 2) Height of building.
  - 3) Finished floor elevations and bottom of first horizontal structure
  - 4) Height of existing and proposed grades
- C) Drainage Plan: Existing & Proposed retention areas and calculations approved by the City Engineer. See one of the attached commercial and residential use Stormwater Retention Forms.
- D) Landscape Plan: Size, type, location and number of plants to be removed, kept, and installed. The plan must be approved by the City Landscape Coordinator through a letter of approval. If the project is a Major Development Plan a landscape design prepared by a licensed Landscape Architect is required per Section 108-511(b) of the Land Development Regulations.

III. **Solutions Statement.** Aspects of the design that address community issues including but not limited to water pollution from stormwater runoff, potable water conservation, waste disposal, recycling, energy conservation, affordable housing, and impacts on neighbors such as lighting, noise, traffic and parking.

## Development Plan Submission Materials

### Sec. 108-226. Scope.

A development plan, for the purposes of this division, shall include but not necessarily be limited to the requirements in this division. With the exception of sections 108-227 through 108-229, the city planner may waive or modify requirements, information and specific performance criteria for development plan review after rendering a finding in writing that such requirements:

- (1) Are not necessary prior to development plan approval in order to protect the public interest or adjacent properties.
- (2) Bear no relationship to the proposed project or its impacts; and
- (3) Are found to be impractical based on the characteristics of the use, including the proposed scale, density/intensity, and anticipated impacts on the environment, public facilities and adjacent land uses.

### Sec. 108-227. Title block.

The development plan shall contain the following pertaining to the title block:

- (1) Name of development.
- (2) Name of owner/developer.
- (3) Scale.
- (4) North arrow.
- (5) Preparation and revision date.
- (6) Location/street address of development.

### Sec. 108-228. Identification of key persons.

The development plan shall contain the following pertaining to identification of key persons:

- (1) Owner.
- (2) Owner's authorized agent.
- (3) Engineer and architect.
- (4) Surveyor.
- (5) Landscape architect and/or environmental consultant.
- (6) Others involved in the application.
- (7) A verified statement showing each and every individual person having a legal and/or equitable ownership interest in the subject property, except publicly held corporations whose stock is traded on a nationally recognized stock exchange, in which case the names and addresses of the corporation and principal executive officers together with any majority stockholders will be sufficient.

### Sec. 108-229. Project description.

Project description should be included on the site plan sheet. The development plan shall contain the following pertaining to the project description:

- (1) Zoning (include any special districts).
- (2) Project site size (acreage and/or square footage).
- (3) Legal description.
- (4) Building size.
- (5) Floor area ratio permitted and proposed.
- (6) Lot coverage permitted and proposed.
- (7) Impervious surface.
- (8) Pervious surface.
- (9) Landscape areas.
- (10) Parking spaces permitted and proposed.
- (11) Delineation of location of existing and proposed structures.
- (12) Existing and proposed development type denoted by land use including density/intensity.
- (13) Setbacks.

**Sec. 108-230. Other project information.**

A general outline of the proposed development shall include the following criteria where applicable:

- (1) Proposed stages or phases of development or operation and facility utilization.
- (2) Target dates for each phase.
- (3) Expected date of completion.
- (4) Proposed development plan for the site.
- (5) A written description of characteristics of the proposed development (i.e., number and type of residential units; floor area by land use; number of tourist accommodations units; seating or parking capacities; number of hospitalbeds; any proposed outside facilities or areas to be used for storage, display, outside sales, waste disposal or similar use; and any other proposed uses).
- (6) For planned unit developments, indicate design techniques (i.e., clustering, zero lot line, or other techniques) used to reduce public facility costs, reduce disturbance of natural resources, and preserve scenic quality of the site.
- (7) Buildings and siting specifications which shall be utilized to reduce damage potential and to comply with federal flood insurance regulations.
- (8) Protection against encroachment together with proposed mitigation measures to be employed within environmentally sensitive areas.

**Sec. 108-231. Residential developments.**

- (a) If the development includes residential units, the following characteristics shall be discussed in the written description:
  - (1) A breakdown of the proposed residential units by number of bedrooms.
  - (2) Tenure (i.e., owner-occupied or rental); and
  - (3) Structure type, such as single-family, duplex, multiple-family, mobile home.
- (b) Refer to division 10 of article V of chapter 122 for information and legal instruments needed to satisfy the city's affordable housing requirements.

**Sec. 108-232. Intergovernmental coordination.**

The development plan shall contain the following pertaining to intergovernmental coordination:

- (1) Provide proof of coordination with applicable local, regional, state and federal agencies, including but not limited to the following agencies that will be involved in the project:
  - a. South Florida Regional Planning Council (SFRPC).
  - b. City electric system (CES).
  - c. State department of environmental protection (DEP).
  - d. Army Corps of Engineers (ACOE).
  - e. South Florida Water Management District (SFWMD).
  - f. State department of transportation (DOT).
  - g. State department of community affairs (DCA).
  - h. Florida Keys Aqueduct Authority (FKAA).
  - i. State fish and wildlife conservation commission (F&GC).
  - j. The county.
- (2) Provide evidence that any necessary permit, lease or other permission from applicable local, regional, state and federal agencies has been obtained for any activity that will impact wetland communities or submerged land.
- (3) When intergovernmental coordination efforts are incomplete, the applicant shall provide evidence of good faith efforts towards resolving intergovernmental coordination issues.

**CONDITIONAL USE CRITERIA****Sec. 122-61. Purpose and intent**

The purpose of this article is to ensure that a conditional use shall only be permitted on specific sites where the proposed use may be adequately accommodated without generating adverse impacts on properties and land uses within the immediate vicinity. This article sets forth provisions and criteria for consideration of conditional uses on specific sites. Conditional uses shall be permitted only upon a finding that the proposed use satisfies this article.

**Sec. 122-62. Specific criteria for approval.**

(a) Findings. A conditional use shall be permitted upon a finding by the planning board that the proposed use, application and, if applicable, development plan complies with the criteria specified in this section, including specific conditions established by the planning board and or the city commission during review of the respective application in order to ensure compliance with the comprehensive plan and land development regulations. If the proposed conditional use is a major development pursuant to sections 108-165 and 108-166, the city commission shall render the final determination pursuant to section 122-63. A conditional use shall be denied if the city determines that the proposed use does not meet the criteria provided in this section and, further, that the proposed conditional use is adverse to the public's interest. An application for a conditional use shall describe how the specific land use characteristics proposed meet the criteria described in subsection (c) of this section and shall include a description of any measures proposed to mitigate against possible adverse impacts of the proposed conditional use on properties in the immediate vicinity.

(b) Characteristics of use described. The following characteristics of a proposed conditional use shall be clearly described as part of the conditional use application:

- (1) Scale and intensity of the proposed conditional use as measured by the following:
  - a. Floor area ratio;
  - b. Traffic generation;
  - c. Square feet of enclosed building for each specific use;
  - d. Proposed employment;
  - e. Proposed number and type of service vehicles; and
  - f. Off-street parking needs.
- (2) On- or off-site improvement needs generated by the proposed conditional use and not identified on the list in subsection (b)(1) of this section including the following:
  - a. Utilities;
  - b. Public facilities, especially any improvements required to ensure compliance with concurrency management as provided in chapter 94;
  - c. Roadway or signalization improvements, or other similar improvements;
  - d. Accessory structures or facilities; and
  - e. Other unique facilities/structures proposed as part of site improvements.
- (3) On-site amenities proposed to enhance site and planned improvements. Amenities including mitigative techniques such as:
  - a. Open space;
  - b. Setbacks from adjacent properties;
  - c. Screening and buffers;
  - d. Landscaped berms proposed to mitigate against adverse impacts to adjacent sites; and
  - e. Mitigative techniques for abating smoke, odor, noise, and other noxious impacts

(c) Criteria for conditional use review and approval. Applications for a conditional use shall clearly demonstrate the following:

- (1) Land use compatibility. The applicant shall demonstrate that the conditional use, including its proposed scale and intensity, traffic-generating characteristics, and off-site impacts are compatible and harmonious with adjacent land use and will not adversely impact land use activities in the immediate vicinity.
- (2) Sufficient site size, adequate site specifications, and infrastructure to accommodate the proposed use. The size and shape of the site, the proposed access and internal circulation, and the urban design enhancements must be adequate to accommodate the proposed scale and intensity of the conditional use requested. The site shall be of sufficient size to accommodate urban design amenities such as screening, buffers, landscaping, open space, off-street parking, efficient internal traffic circulation, infrastructure (i.e., refer to chapter 94 to ensure concurrency management requirements are met) and similar site plan improvements needed to mitigate against potential adverse impacts of the proposed use.

(3) Proper use of mitigative techniques. The applicant shall demonstrate that the conditional use and site plan have been designed to incorporate mitigative techniques needed to prevent adverse impacts to adjacent land uses. In addition, the design scheme shall appropriately address off-site impacts to ensure that land use activities in the immediate vicinity, including community infrastructure, are not burdened with adverse impacts detrimental to the general public health, safety and welfare.

(4) Hazardous waste. The proposed use shall not generate hazardous waste or require use of hazardous materials in its operation without use of city-approved mitigative techniques designed to prevent any adverse impact to the general health, safety and welfare. The plan shall provide for appropriate identification of hazardous waste and hazardous material and shall regulate its use, storage and transfer consistent with best management principles and practices. No use which generates hazardous waste or uses hazardous materials shall be located in the city unless the specific location is consistent with the comprehensive plan and land development regulations and does not adversely impact wellfields, aquifer recharge areas, or other conservation resources.

(5) Compliance with applicable laws and ordinances. A conditional use application shall demonstrate compliance with all applicable federal, state, county, and city laws and ordinances. Where permits are required from governmental agencies other than the city, these permits shall be obtained as a condition of approval. The city may affix other conditions to any approval of a conditional use in order to protect the public health, safety, and welfare.

(6) Additional criteria applicable to specific land uses. Applicants for conditional use approval shall demonstrate that the proposed conditional use satisfies the following specific criteria designed to ensure against potential adverse impacts which may be associated with the proposed land use:

- Land uses within a conservation area. Land uses in conservation areas shall be reviewed with emphasis on compliance with section 108-1 and articles III, IV, V, VII and VIII of chapter 110 pertaining to environmental protection, especially compliance with criteria, including land use compatibility and mitigative measures related to wetland preservation, coastal resource impact analysis and shoreline protection, protection of marine life and fisheries, protection of flora and fauna, and floodplain protection. The size, scale and design of structures located within a conservation area shall be restricted in order to prevent and/or minimize adverse impacts on natural resources. Similarly, public uses should only be approved within a wetland or coastal high hazard area V zone when alternative upland locations are not feasible on an upland site outside the V zone.
- Residential development. Residential development proposed as a conditional use shall be reviewed for land use compatibility based on compliance with divisions 2 through 14 of article IV and divisions 2 and 3 of article V of this chapter pertaining to zoning district regulations, including size and dimension regulations impacting setbacks, lot coverage, height, mass of building, building coverage, and open space criteria. Land use compatibility also shall be measured by appearance, design, and land use compatibility criteria established in chapter 102; articles III, IV and V of chapter 108; section 108-956; and article II of chapter 110; especially protection of historic resources; subdivision of land; access, internal circulation, and off-street parking; as well as possible required mitigative measures such as landscaping and site design amenities.
- Commercial or mixed-use development. Commercial or mixed-use development proposed as a conditional use shall be reviewed for land use compatibility based on compliance with divisions 2 through 14 of article IV and divisions 2 and 3 of article V of this chapter pertaining to zoning district regulations, including size and dimension regulations impacting floor area ratio, setbacks, lot coverage, height, mass of buildings, building coverage, and open space criteria. Land use compatibility also shall be measured by appearance, design, and land use compatibility criteria established in chapter 102; articles I, II, IV and V of chapter 108; section 108-956; and article II of chapter 110; especially protection of historic resources; subdivision of land; access, pedestrian access and circulation; internal vehicular circulation together with access and egress to the site, and off-street parking; as well as possible required mitigative measures such as landscaping, buffering, and other site design amenities. Where commercial or mixed-use development is proposed as a conditional use adjacent to U.S. 1, the development shall be required to provide mitigative measures to avoid potential adverse impacts to traffic flow along the U.S. 1 corridor, including but not limited to restrictions on access from and egress to U.S. 1, providing for signalization, acceleration and deceleration lanes, and/or other appropriate mitigative measures.
- Development within or adjacent to historic district. All development proposed as a conditional use within or

adjacent to the historic district shall be reviewed based on applicable criteria stated in this section for residential, commercial, or mixed use development and shall also comply with appearance and design guidelines for historic structures and contributing structures and/or shall be required to provide special mitigative site and structural appearance and design attributes or amenities that reinforce the appearance, historic attributes, and amenities of structures within the historic district.

- e. Public facilities or institutional development. Public facilities or other institutional development proposed as a conditional use shall be reviewed based on land use compatibility and design criteria established for commercial and mixed-use development. In addition, the city shall analyze the proposed site location and design attributes relative to other available sites and the comparative merits of the proposed site, considering professionally accepted principles and standards for the design and location of similar community facilities and public infrastructure. The city shall also consider compliance with relevant comprehensive plan assessments of community facility and infrastructure needs and location impacts relative to service area deficiencies or improvement needs.
- f. Commercial structures uses and related activities within tidal waters. The criteria for commercial structures, uses and related activities within tidal waters are as provided in section 122-1186.
- g. Adult entertainment establishments. The criteria for adult entertainment establishments are as provided in division 12 of article V of this chapter.

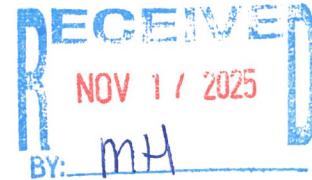
SMITH/HAWKS  
ATTORNEYS AT LAW

Anthony J. Davila, Esq.  
Telephone: (305) 296-7227  
Email: [AJ@SmithHawks.com](mailto:AJ@SmithHawks.com)

**VIA HAND DELIVERY**

November 17, 2025

James Singelyn, Acting City Planner  
City of Key West Planning Department  
1300 White Street  
Key West, FL 33040



**RE: 325 DUVAL STREET, REAR – MINOR DEVELOPMENT PLAN WITH  
CONDITIONAL USE APPLICATION**

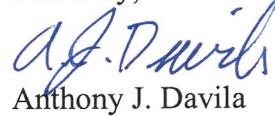
Dear James,

Enclosed please find The Key West Hotel, LLC's ("Owner") and Application for Minor Development Plan with Conditional use for the purpose of approving two tiki huts currently existing with approximately 750 square feet of outdoor covered area at 325 Duval Street, Key West, Florida 33040, having Monroe County Parcel Identification Number 00004320-000000 (the "Property").

A minor development plan is required for the existing tiki structures under Section 108-91A.1. of the City of Key West Land Development Regulations as the structures are over 500 square feet. There are no improvements proposed at the Property that do not currently exist. No tree or palm removals are proposed.

Thank you for your consideration and please contact me with any questions.

Sincerely,



Anthony J. Davila



**City of Key West  
Planning Department**

**Authorization Form**  
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

1. Richard Pesce as  
*Please Print Name of person with authority to execute documents on behalf of entity*

Manager of The Key West Hotel, LLC  
*Name of office (President/Managing Member)* *Name of owner from deed*

authorize Smith Hawks, PL *Please Print Name of Representative*

to be the representative for this application and act on my/our behalf before the City of Key West.

A handwritten signature of Richard Pesce.

*Signature of person with authority to execute documents on behalf of entity owner*

Subscribed and sworn to (or affirmed) before me on this 11/13/2025 *Date*

by *Name of person with authority to execute documents on behalf of entity owner*

He/She is personally known to me or has presented NY Driver's License as identification.

A handwritten signature of the Notary Public, with the text "Notary's Signature and Seal" written below it.

STEVEN YOW  
*Name of Acknowledger typed, printed or stamped*

**STEVEN YOW**  
Notary Public, State of New York  
No. 01YO6121063  
Qualified in New York County  
Commission Expires Jan. 3, 2026

01Y06121063  
*Commission Number, if any*



**City of Key West  
Planning Department  
Verification Form**  
*(Where Applicant is an entity)*

I, Anthony Davila, in my capacity as Attorney  
*(print name)* *(print position; president, managing member)*  
of Smith Hawks, PL  
*(print name of entity)*

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed), for the following property identified as the subject matter of this application:

325 Duval Street, Rear, Key West, FL 33040

*Street address of subject property*

I, the undersigned, declare under penalty of perjury under the laws of the State of Florida that I am the Authorized Representative of the property involved in this application; that the information on all plans, drawings and sketches attached hereto and all the statements and answers contained herein are in all respects true and correct.

In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.

  
*Signature of Applicant*

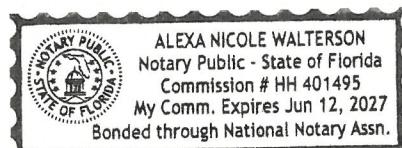
Subscribed and sworn to (or affirmed) before me on this 11/17/2025 by  
Anthony Davila  
*Name of Applicant*

He is personally known to me or has presented \_\_\_\_\_ as identification.

  
*Notary's Signature and Seal*

Alexa Walterson  
*Name of Acknowledger typed, printed or stamped*

HH401495  
*Commission Number, if any*



Prepared by and return to:

David Van Loon  
Attorney at Law  
Highsmith & Van Loon, P.A.  
3158 Northside Drive  
Key West, FL 33040  
305-296-8851  
File Number: 22-9-82  
Will Call No.:

Parcel Identification No. 00004320-0000000

\$4,899,000.00

[Space Above This Line For Recording Data]

**Warranty Deed**  
(STATUTORY FORM - SECTION 689.02, F.S.)

This Indenture made this 15th day of December, 2023 between Casa 325 Suites, LLC, a Florida limited liability company whose post office address is 1523 Patricia Street, Key West, FL 33040 of the County of Monroe, State of Florida, grantor\*, and The Key West Hotel, LLC, a Florida limited liability company whose post office address is 142 Ralph Avenue, Copiague, NY 11726 of the County of Suffolk, State of New York, grantee\*,

Witnesseth that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS. (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Monroe County, Florida, to-wit:

On the Island of Key West and known on Wm. A. Whitehead's map of said Island delineated in February, A.D. 1829, as part of Lot 4, in Square 24 and described by metes and bounds as follows:

Begin at a point on Duval Street distance 121 feet from the corner of Duval and Eaton Streets, and running thence along Duval Street in a Northwesterly direction 6.90 feet; thence at right angles in a Northeasterly direction 37.05 feet; thence at right angles in a Northwesterly direction 44.10 feet; thence at right angles in a Southwesterly direction 37.05 feet; thence at right angles in a Northwesterly direction for a distance of 13.00 feet; thence at right angles and in a Northeasterly direction for a distance of 241.25 feet; thence at right angles and in a Southeasterly direction for a distance of 55.00 feet; thence at right angles and in a Southwesterly direction for a distance of 121.25 feet; thence at right angles and in a Southeasterly direction for a distance of 9.00 feet; thence at right angles and in a Southwesterly direction for a distance of 120.00 feet back to the Point of Beginning.

Subject to taxes for 2023 and subsequent years; covenants, conditions, restrictions, easements, reservations and limitations of record, if any.

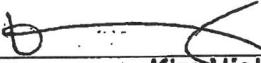
Subject to a Purchase Money First Mortgage, given by Grantee to Grantor, securing the original principal sum of \$8,000,000.00.

and said grantor does hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

\* "Grantor" and "Grantee" are used for singular or plural, as context requires.

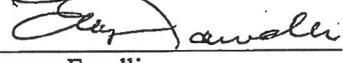
In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

  
Witness Name: **Kim Highsmith**  
Witness Address: **3158 Northside Dr, Key West, FL 33040**

  
Witness Name: **David Van Loon**  
Witness Address: **3158 Northside Dr, Key West, FL 33040**

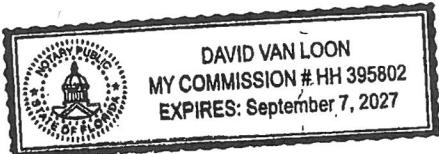
Casa 325 Suites, LLC, a Florida limited liability company

By:   
Thomas Favelli

State of Florida  
County of Monroe

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 15th day of December, 2023 by Thomas Favelli of Casa 325 Suites, LLC, on behalf of the company, who  is personally known to me or  has produced a driver's license as identification.

[Notary Seal]



  
Notary Public

Printed Name: **David Van Loon**

My Commission Expires: **9-7-27**

# \*\*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.

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## Summary

Skip to main content

Parcel ID 00004320-000000

Account# 1004499

Property ID 1004499

Millage Group 10KW

## Monroe County, FL

Address

Legal KW PT LOT 4 SQR 24 H3-262 G39-327 OR107-365 OR1190-2210 OR1198-1129  
Description OR1235-1123 OR1235-1124 OR1235-1146 OR1236-2011 OR1236-2031  
OR1236-2033 OR1304-1938 OR1370-1576 OR1374-458 OR2584-398 OR2587-  
2044 OR2599-1466 OR2935-1189 OR2935-1200 OR3254-1964

(Note: Not to be used on legal documents.)

Neighborhood 32030

Property Class HOTEL - B&B (11+ ROOMS) (3906)

Subdivision

Sec/Twp/Rng 06/68/25

Affordable No

Housing



## Owner

KEY WEST HOTEL LLC

142 Ralph Ave

Copiague NY 11726

## Valuation

	2025 Certified Values	2024 Certified Values	2023 Certified Values	2022 Certified Values
+ Market Improvement Value	\$1,078,613	\$1,398,202	\$1,520,686	\$1,282,184
+ Market Misc Value	\$539,306	\$599,229	\$217,241	\$184,834
+ Market Land Value	\$1,977,457	\$1,997,431	\$2,606,890	\$2,198,030
= Just Market Value	<b>\$3,595,376</b>	<b>\$3,994,862</b>	<b>\$4,344,817</b>	<b>\$3,665,048</b>
= Total Assessed Value	<b>\$3,595,376</b>	<b>\$3,994,862</b>	<b>\$4,029,721</b>	<b>\$3,663,383</b>
- School Exempt Value	\$0	\$0	\$0	\$0
= School Taxable Value	<b>\$3,595,376</b>	<b>\$3,994,862</b>	<b>\$4,344,817</b>	<b>\$3,665,048</b>

## Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2024	\$1,997,431	\$1,398,202	\$599,229	\$3,994,862	\$3,994,862	\$0	\$3,994,862	\$0
2023	\$2,606,890	\$1,520,686	\$217,241	\$4,344,817	\$4,029,721	\$0	\$4,344,817	\$0
2022	\$2,198,030	\$1,282,184	\$184,834	\$3,665,048	\$3,663,383	\$0	\$3,665,048	\$0
2021	\$1,665,175	\$1,498,657	\$166,517	\$3,330,349	\$3,330,349	\$0	\$3,330,349	\$0
2020	\$1,547,777	\$1,719,752	\$171,975	\$3,439,504	\$3,266,573	\$0	\$3,439,504	\$0
2019	\$1,484,806	\$1,336,325	\$148,481	\$2,969,612	\$2,969,612	\$0	\$2,969,612	\$0
2018	\$1,547,562	\$1,392,806	\$154,756	\$3,095,124	\$2,926,476	\$0	\$3,095,124	\$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
(3900)	12,725.00	Square Foot	0	0

## Buildings

Building ID	39307	Exterior Walls	AB AVE WOOD SIDING
Style	3 STORY ELEV FOUNDATION	Year Built	1933
Building Type	HOTEL/MOTEL B / 39B	Effective Year Built	1997
Building Name		Foundation	
Gross Sq Ft	6190	Roof Type	GABLE/HIP
Finished Sq Ft	3595	Roof Coverage	METAL
Stories	3 Floor	Flooring Type	SFT/HD WD
Condition	EXCELLENT	Heating Type	
Perimeter	374	Bedrooms	0
Functional Obs	0	Full Bathrooms	6
Economic Obs	0	Half Bathrooms	0
Depreciation %	38	Grade	450
Interior Walls		Number of Fire Pl	1
<b>Code</b>	<b>Description</b>	<b>Sketch Area</b>	<b>Finished Area</b>
OPX	EXC OPEN PORCH	700	0
FHS	FINISH HALF ST	1,512	0
FLA	FLOOR LIV AREA	3,595	3,595
OPU	OP PR UNFIN LL	143	0
OUF	OP PRCH FIN UL	60	0
SBF	UTIL FIN BLK	180	0
<b>TOTAL</b>		<b>6,190</b>	<b>3,595</b>
			<b>912</b>

Building ID	253	Exterior Walls	HARDIE BD
Style		Year Built	2000
Building Type	M.F. - R2 / R2	Effective Year Built	2003
Building Name		Foundation	WD CONC PADS
Gross Sq Ft	4852	Roof Type	GABLE/HIP
Finished Sq Ft	2640	Roof Coverage	METAL
Stories	2 Floor	Flooring Type	CERM/CLAY TILE
Condition	GOOD	Heating Type	FCD/AIR DUCTED with 0% NONE
Perimeter	296	Bedrooms	4
Functional Obs	0	Full Bathrooms	2
Economic Obs	0	Half Bathrooms	0
Depreciation %	30	Grade	550
Interior Walls	WD PANL/CUSTOM	Number of Fire Pl	0
<b>Code</b>	<b>Description</b>	<b>Sketch Area</b>	<b>Finished Area</b>
OPX	EXC OPEN PORCH	520	0
FLA	FLOOR LIV AREA	2,640	2,640
PTO	PATIO	1,692	0
<b>TOTAL</b>		<b>4,852</b>	<b>2,640</b>
			<b>0</b>

## Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
BRICK PATIO	1979	1980	0x0	1	975 SF	2
CONC PATIO	2000	2001	0x0	1	206 SF	2
TILE PATIO	2000	2001	0x0	1	2736 SF	1
FENCES	2000	2001	5 x 96	1	480 SF	2
COMM POOL	1999	2024	23 x 15	1	345 SF	4
WOOD DECK	2014	2024	29 x 12	1	348 SF	2

## Sales

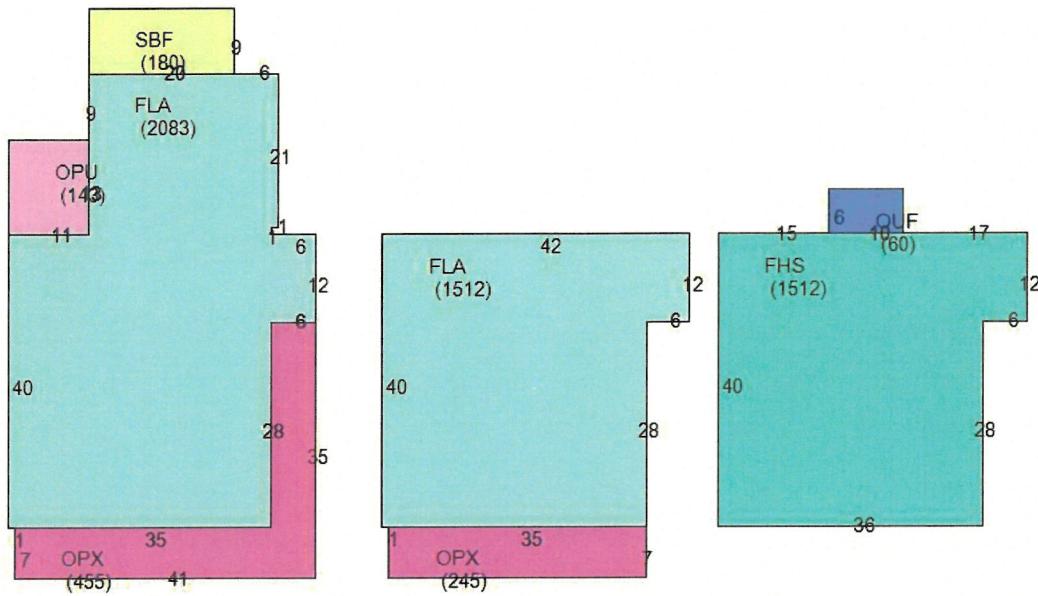
Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
12/15/2023	\$4,899,000	Warranty Deed	2444307	3254	1964	01 - Qualified	Improved		
11/7/2018	\$100	Warranty Deed	2193863	2935	1200	30 - Unqualified	Improved		
11/7/2018	\$100	Quit Claim Deed	2193862	2935	1198	11 - Unqualified	Improved		
11/7/2018	\$100	Quit Claim Deed	2193860	2935	1189	30 - Unqualified	Improved		
9/10/2012	\$0	Quit Claim Deed		2599	1466	11 - Unqualified	Improved		
9/10/2012	\$0	Quit Claim Deed		2587	2044	11 - Unqualified	Improved		
8/13/2012	\$0	Quit Claim Deed		2584	398	11 - Unqualified	Improved		
9/1/1995	\$450,000	Warranty Deed		1370	1576	U - Unqualified	Improved		
11/1/1992	\$1,100,000	Warranty Deed		1235	1146	Q - Qualified	Improved		

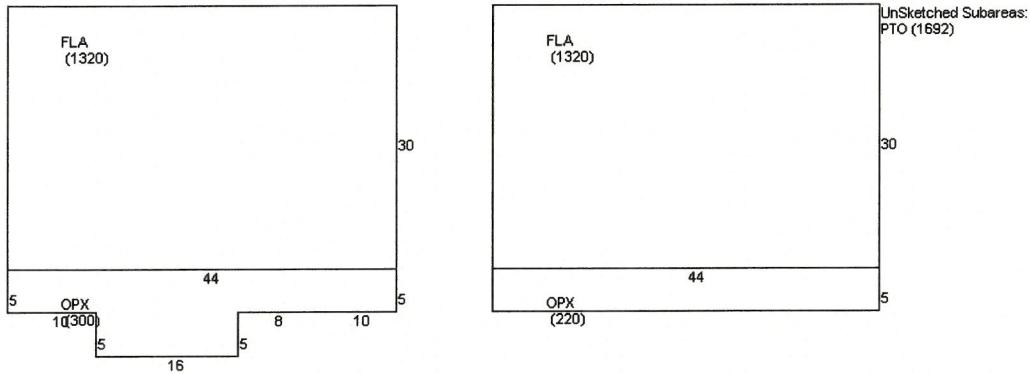
## Permits

Number	Date Issued	Status	Amount	Permit	
				Type	Notes
BLD2024-2204	09/24/2024	Active	\$5,725	Commercial	Installation of portable breakfast bar, 15' x 15' Square
BLD2024-1926	07/23/2024	Expired	\$2,120	Commercial	additional 110V circuit GFI protected for bathroom circuit for outlets, lights switches.

Number	Date Issued	Status	Amount	Permit Type	Notes
BLD2024-1725	07/01/2024	Active	\$12,000	Commercial	Two new bathrooms on 3rd floor. Two new 8'X5' bathrooms on 3rd floor with shower, sink and toilet. ***** Revision 1 ***** Fixtures to be replaced throughout entire guest house.
BLD2023-2238	08/04/2023	Active	\$20,000	Commercial	Replace stagger stepped stairs with new spiral staircase
2018-00001819	05/02/2018	Completed	\$18,000	Commercial	TEAR OFF OLD METAL SHINGLES ROOF SYSTEM REPLACE ANY ROTTED SHEATHING AND NAIL EXISTING SHEATHING TO CURRENT CODE OF 6" O.C. INSTALL GRACE ICE & WATER SHIELD HT INSTALL BERRIDGE METAL SHINGLES ROOF MEATL SHINGLES SYSTEM TO METAL EXISTING ROOF THAT WAS THERE BEFOER THE REPLACEMENT. N.O.C REQUIRED. HARC INSPECTION REQURED. GH
15-4163	10/28/2015	Completed	\$2,400	Commercial	REPAIR EXISTING EXTERIOR STAIRWELL. INSTALL NEW STRINGERS AS NEEDED.
15-2512	07/30/2015	Expired	\$4,500	Commercial	REPLACE PORCH DECKING WITH SAME. 1X4 T & G. PAINT GREY.
13-0070	01/11/2013	Completed	\$1,400	Commercial	FRABRICATE AND INSTALL NEW AWNING FABRIC ON EXISTING AWNING FRAME 14'w x 11' PROJECTION + 154 SQ FT (FABRIC TO BE SAME COLOR)
02-1071	05/01/2002	Completed	\$8,000		CHANGE 5-TON A/C
01-1773	04/11/2002	Completed	\$7,500		EXTERIOR LIGHTS
01-4039	12/28/2001	Completed	\$2,800		AWNING & SIGN
01-3860	12/06/2001	Completed	\$4,000		ROOFING
9803624	08/11/1999	Completed	\$287,500		NEW 2 STORY BLDG
9902817	08/11/1999	Completed	\$7,500		JOIN UNITS/REDUCE BY 2 UN
9802353	07/31/1998	Completed	\$2,500	Commercial	REPAIR FLOOR
9801862	06/22/1998	Completed	\$200	Commercial	ELECTRICAL
9801238	04/27/1998	Completed	\$1,500	Commercial	HANDICAPP ENTRANCE
9801112	04/06/1998	Completed	\$1,500	Commercial	A/C DUCTS
9801040	03/31/1998	Completed	\$6,000	Commercial	ROOF
9703612	10/23/1997	Completed	\$1,200	Commercial	REMOVE CON. FENCE
9703140	09/19/1997	Completed	\$2,000	Commercial	REPAIR FENCE LEFT SIDE
9702974	09/10/1997	Completed	\$7,000	Commercial	REPAINT BLDG

**View Tax Info**[View Taxes for this Parcel](#)**Sketches (click to enlarge)**





## Photos



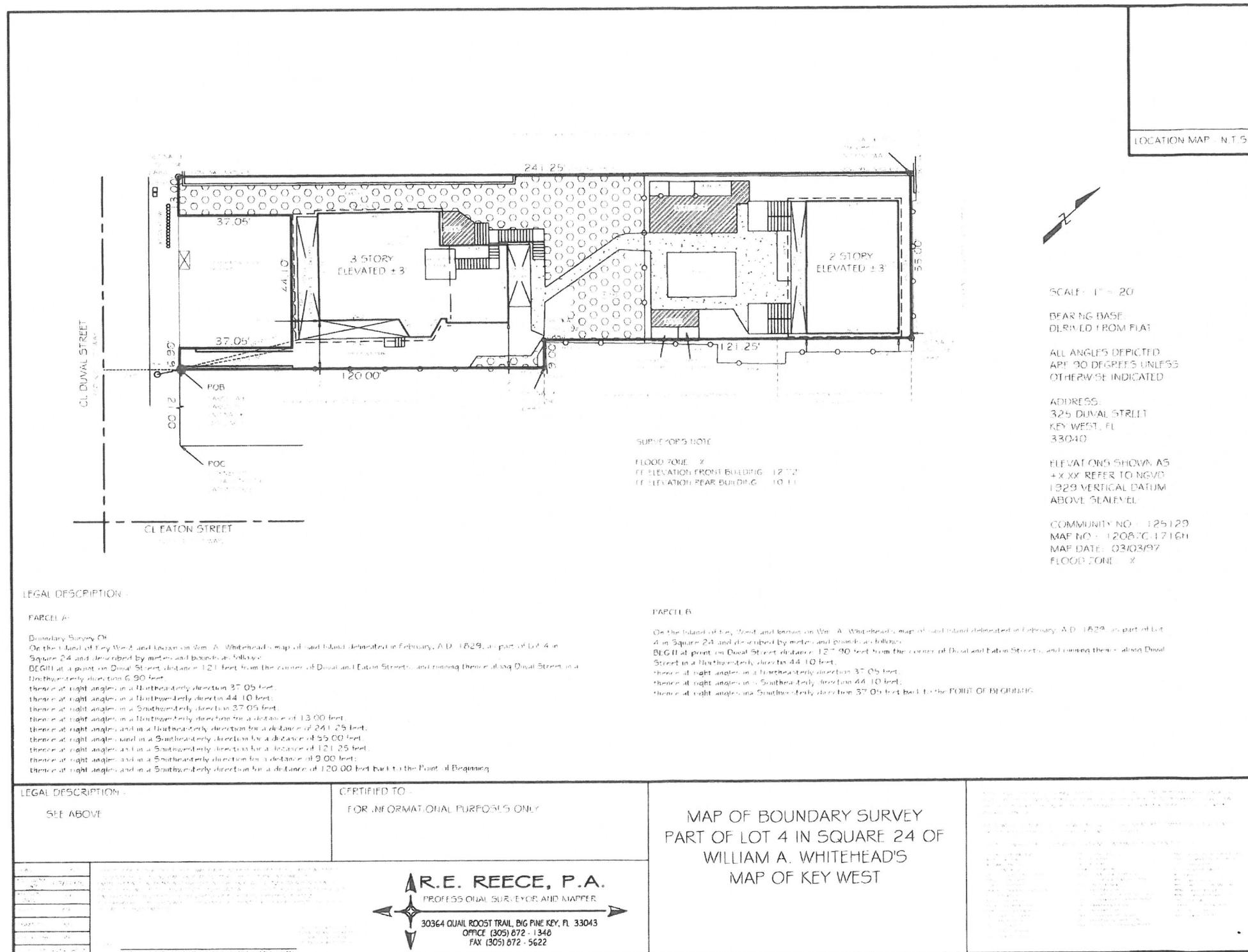
**Map****TRIM Notice**[2025 TRIM Notice \(PDF\)](#)

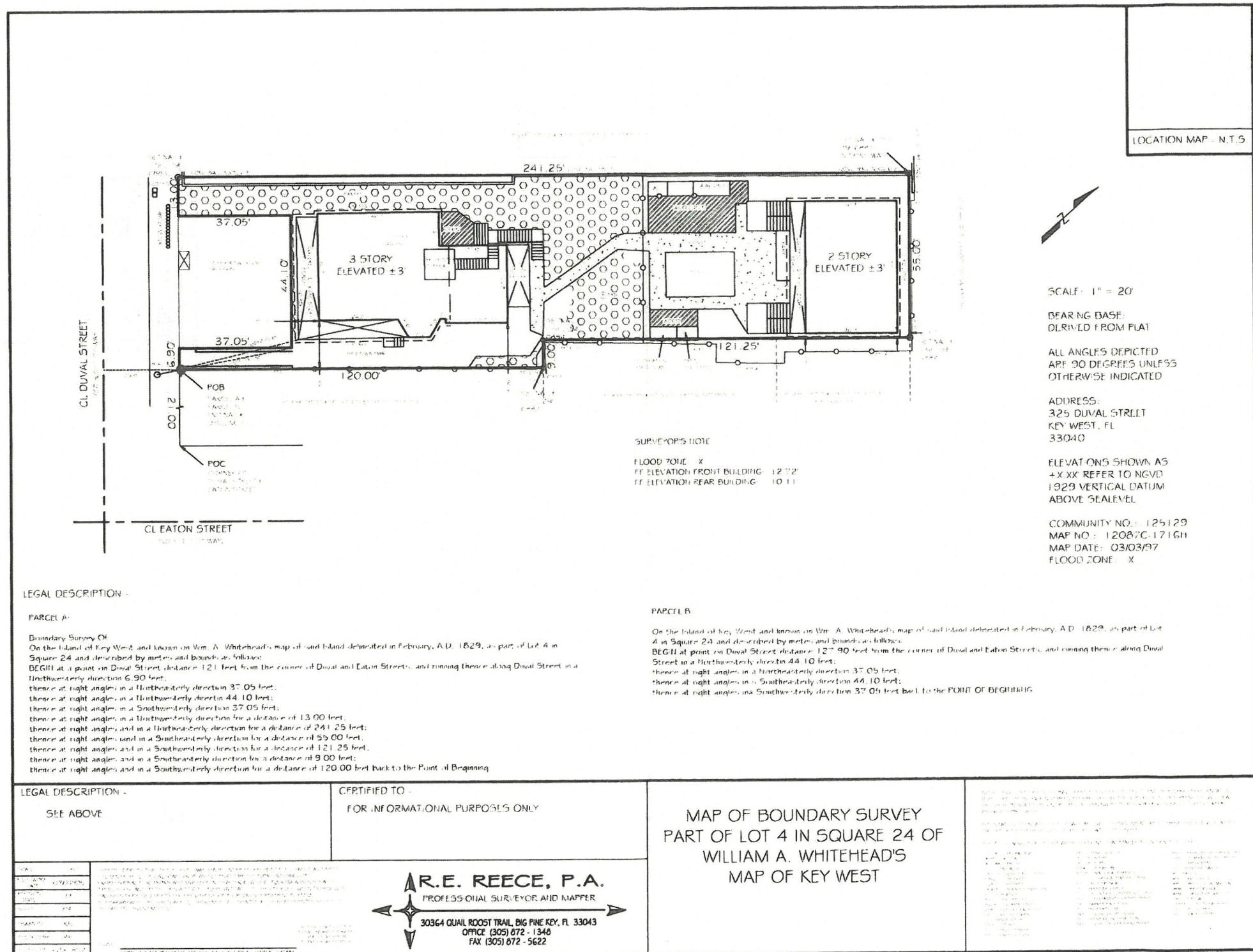
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[Contact Us](#)

Developed by  
 **SCHNEIDER**  
GEOSPATIAL





## PROJECT DATA

PARCEL ID:  
00004320-000000

PROPERTY LOCATION:  
325 DUVAL STREET, KEY WEST

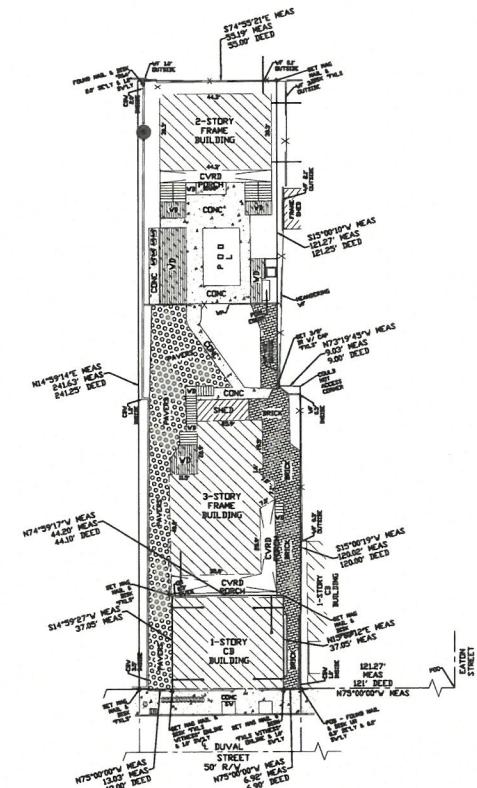
OWNERS:  
THE KEY WEST HOTEL LLC  
142 RALPH AVE  
COPIAGUE NY 11726

SECTION-TOWNSHIP-RANGE:  
06/68/25

LEGAL DESCRIPTION:  
KW PT LOT 4 SQR 24 H3-262 G39-327

FLOOD MAP:  
12087C1516K, EFFECTIVE ON 02/18/2005

FLOOD ZONE:  
ZONE X



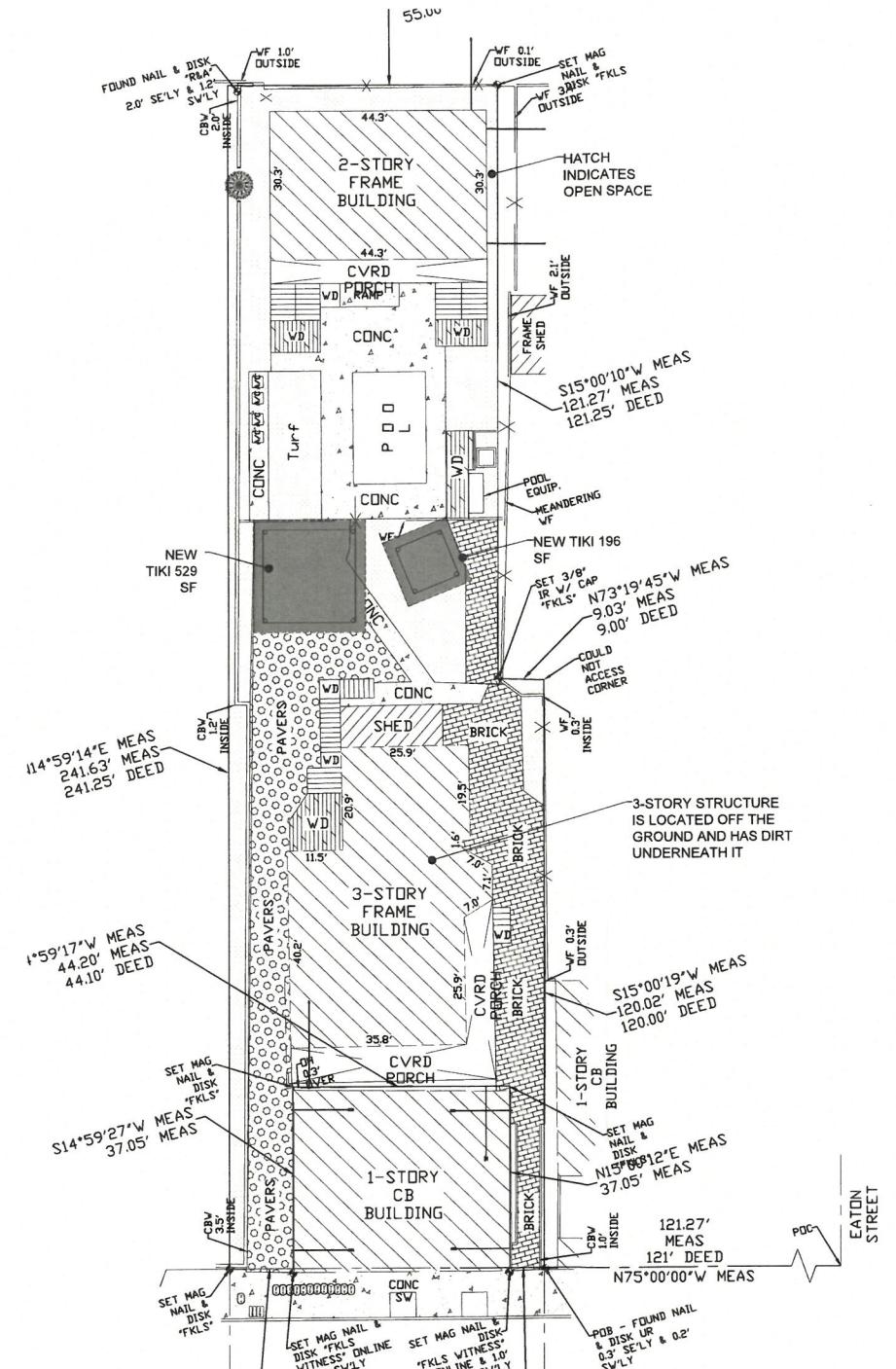
## EXISTING SITE PLAN

SCALE: 1/32"=1'-0"

### TIKI HUT PROJECT DATA

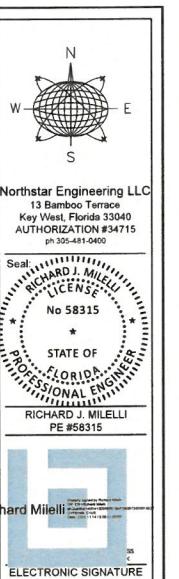
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	PROPOSED	EXISTING	REQUIRED	VARIANCE	
RE NO.	00004320-000000				
SETBACKS:					
FRONT YARD	92'-9"	NA	0 FT		
SIDE STREET	NA	NA	0 FT		
SIDE	11'-5"/11-6"	NA	2.5 FT		
REAR	89'-3"	NA	10 FT		
LOT SIZE	12,771 SQ FT	12,771 SQ FT	4000 SQ FT		
IMPERVIOUS	7954 SF	62.3%	7725 SF	60.5%	8939 SF
OPEN SPACE	2690 SF	21.0%	2586 SF	20.2%	2554 SF
BUILDING COVERAGE	5487 SF	43.0%	4762 SF	37.3%	6386 SF
					50% MAX

3-STORY STRUCTURE IS CONSIDERED PERVIOUS BECAUSE IT IS LOCATED OFF THE GROUND WITH DIRT UNDERNEATH IT.  
OPEN SPACE INCREASED BECAUSE A WOOD DECK WAS REMOVED BY THE POOL.



## PROPOSED SITE PLAN

SCALE: 1/16"=1'-0"



TIKI HUTS  
THE KEY WEST HOTEL  
325 DUVAL STREET  
KEY WEST, FLORIDA

Drawn By: GU  
Checked By: RJM  
Project No.: Scale:  
AutoCad File No.

Revisions:

Title: COVER SHEET  
SITE PLAN

Sheet Number:

CS-1

Date: 11.6.25

## PROJECT DATA

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00004320-000000

PROPERTY LOCATION:  
325 DUVAL STREET, KEY WEST

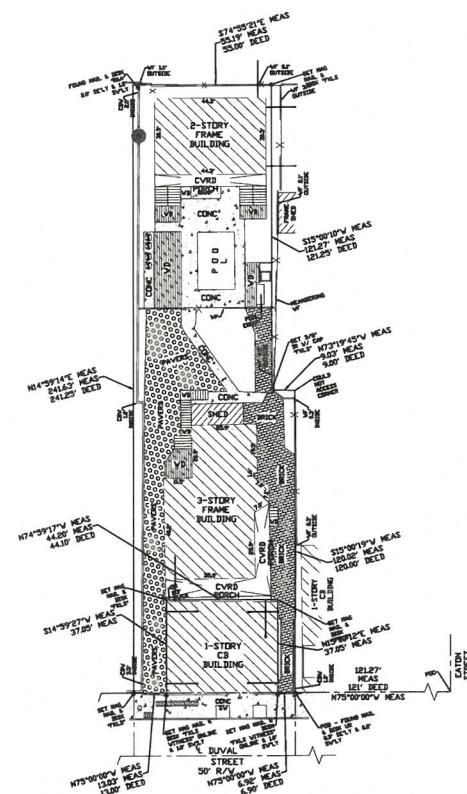
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KW PT LOT 4 SQR 24 H3-262 G39-327

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12087C1516K, EFFECTIVE ON 02/18/2005

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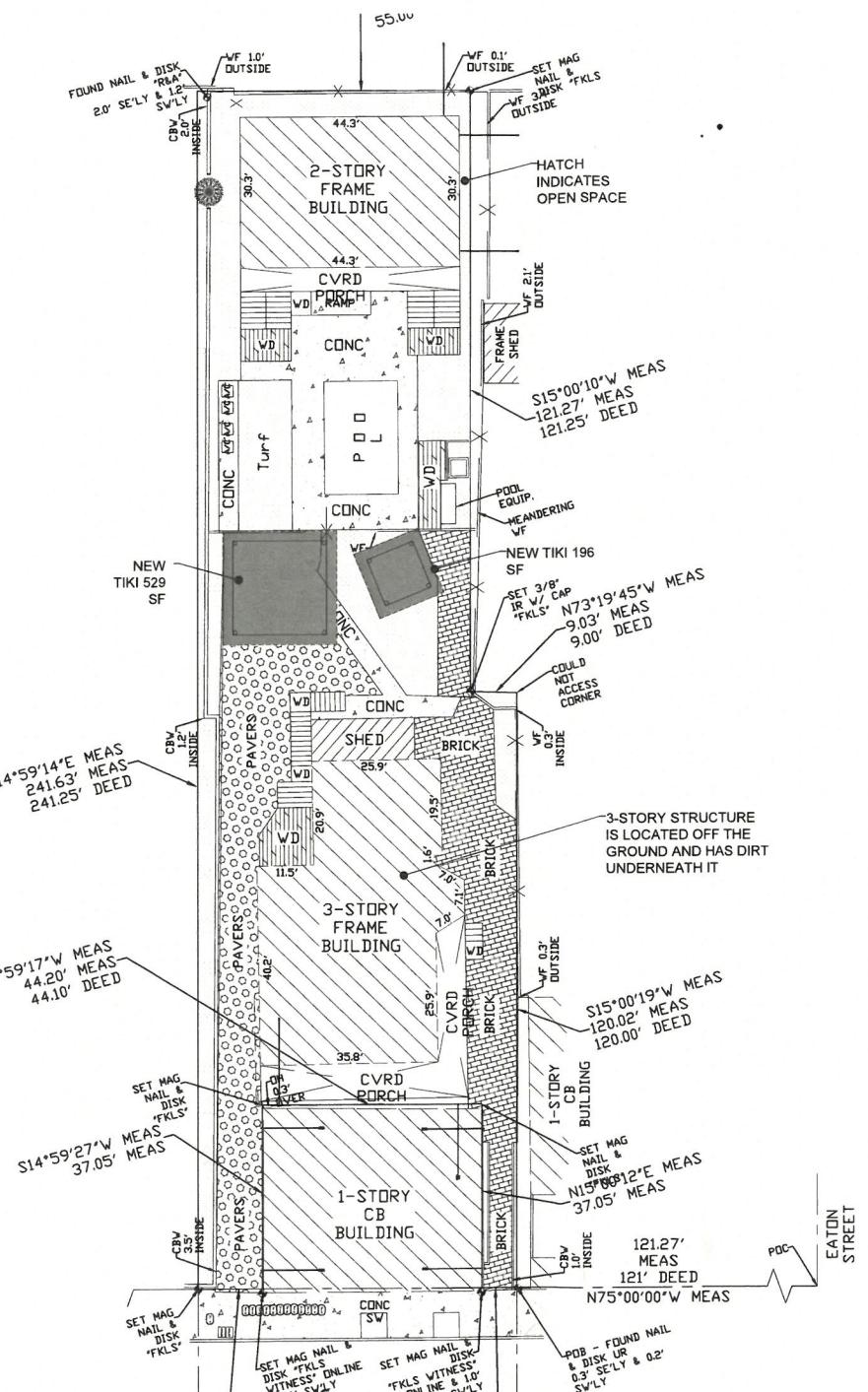
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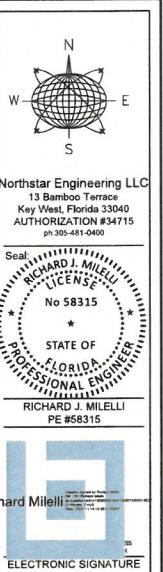
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	PROPOSED	EXISTING	REQUIRED	VARIANCE	
RE NO.	00004320-000000				
SETBACKS:					
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SIDE STREET	NA	NA	0 FT		
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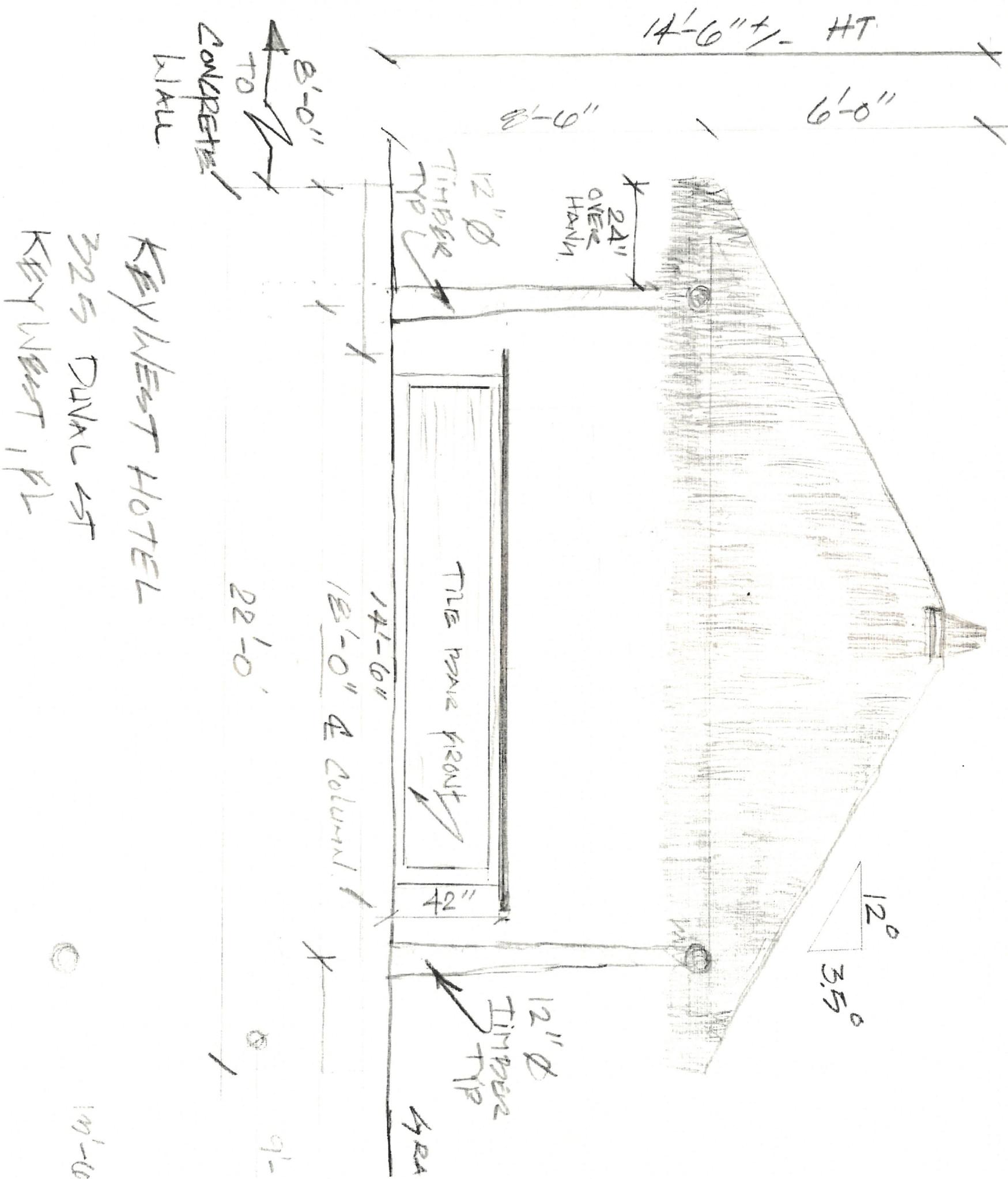
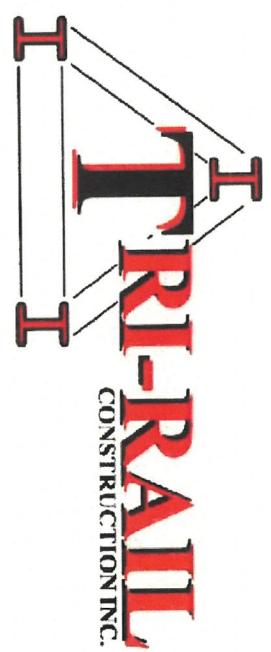


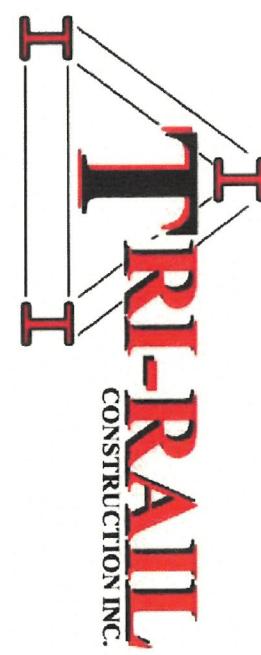
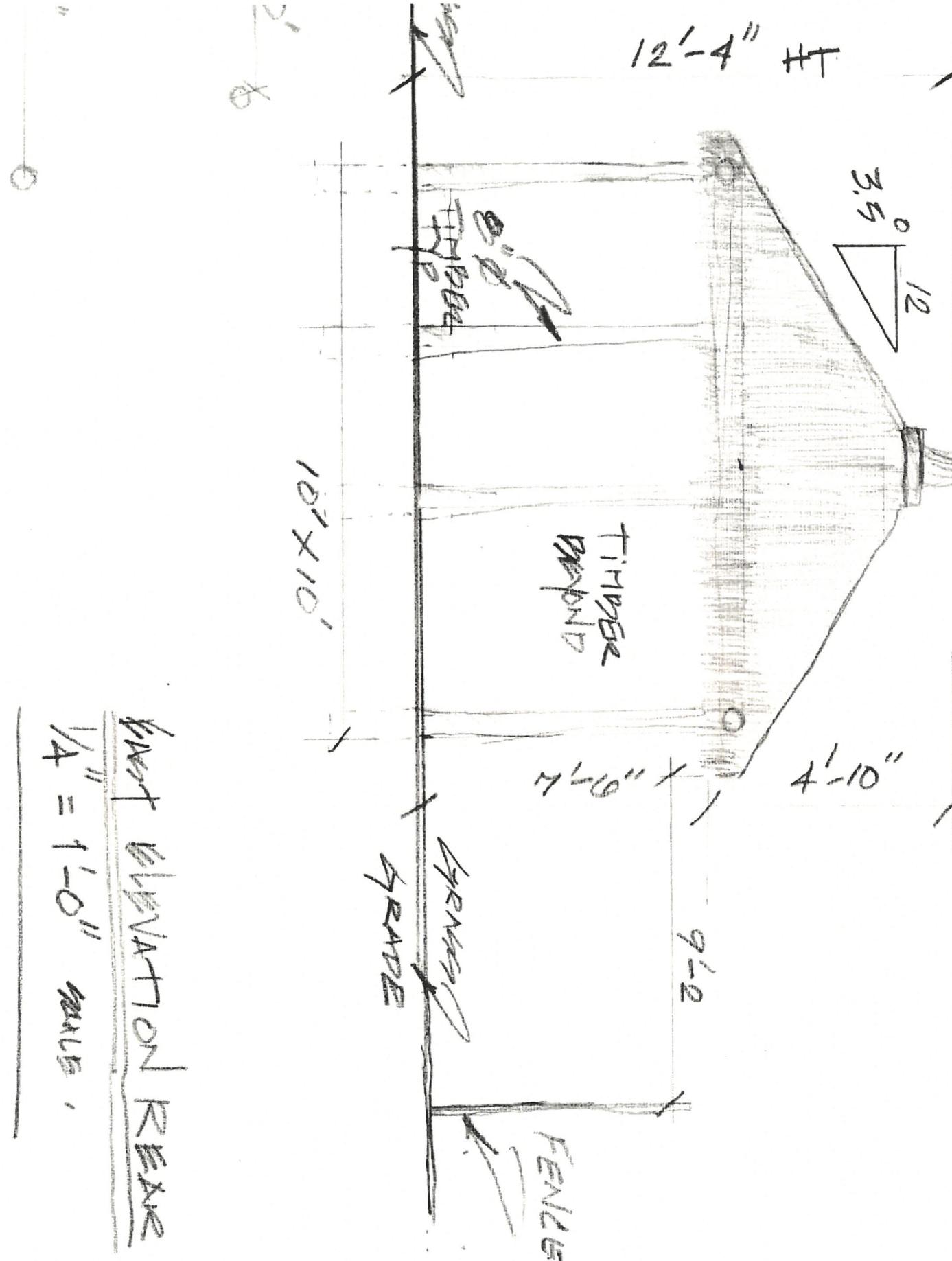
TIKI HUTS  
THE KEY WEST HOTEL  
325 DUVAL STREET  
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Drawn By: GU  
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Project No.: AS NOTED  
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Revisions:

Title: COVER SHEET  
SITE PLAN

Sheet Number: CS-1  
Date: 11.6.25



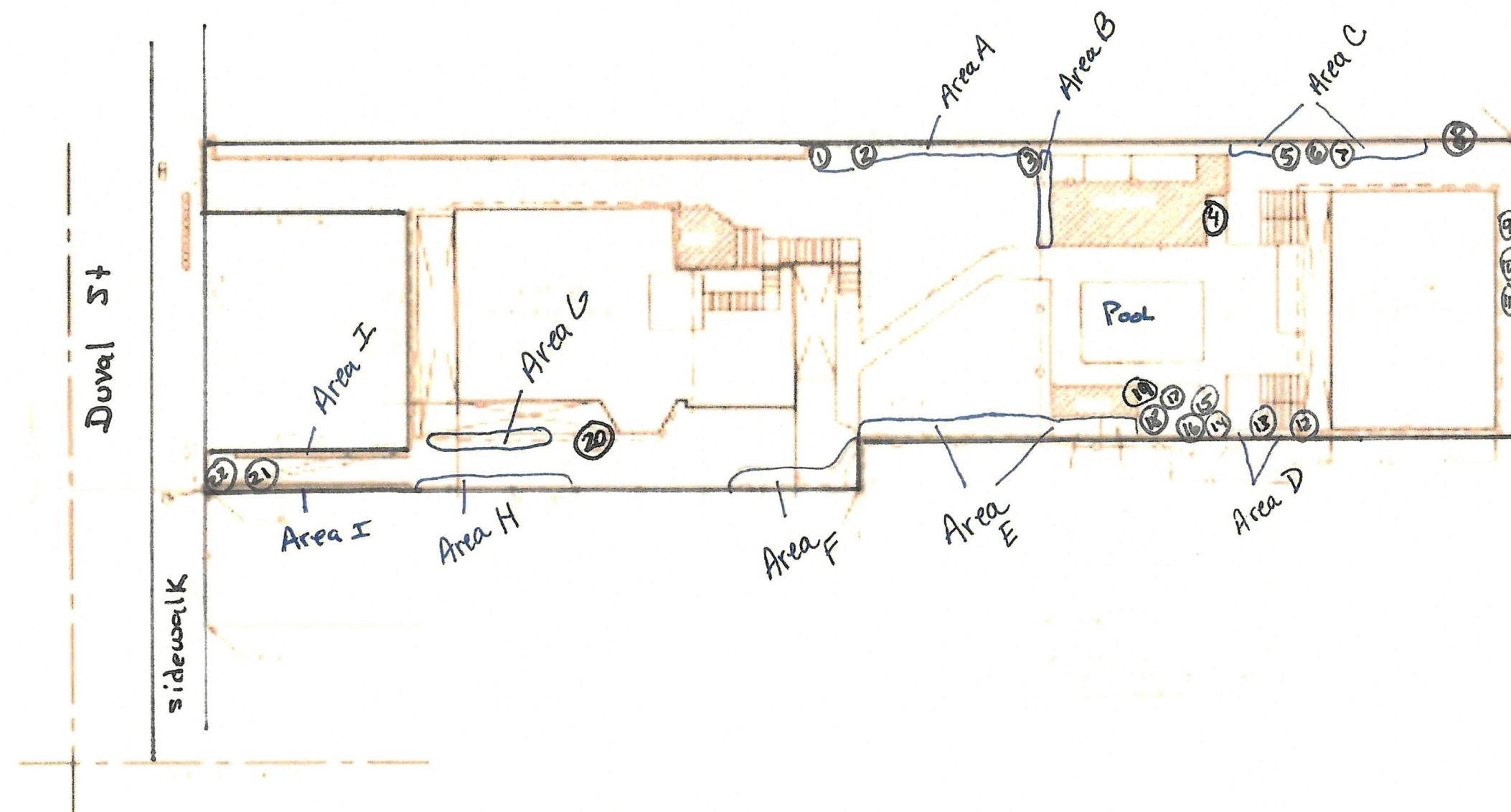


325 Duval St rear

Tree Map Plan/NTS/KKD

10/2025

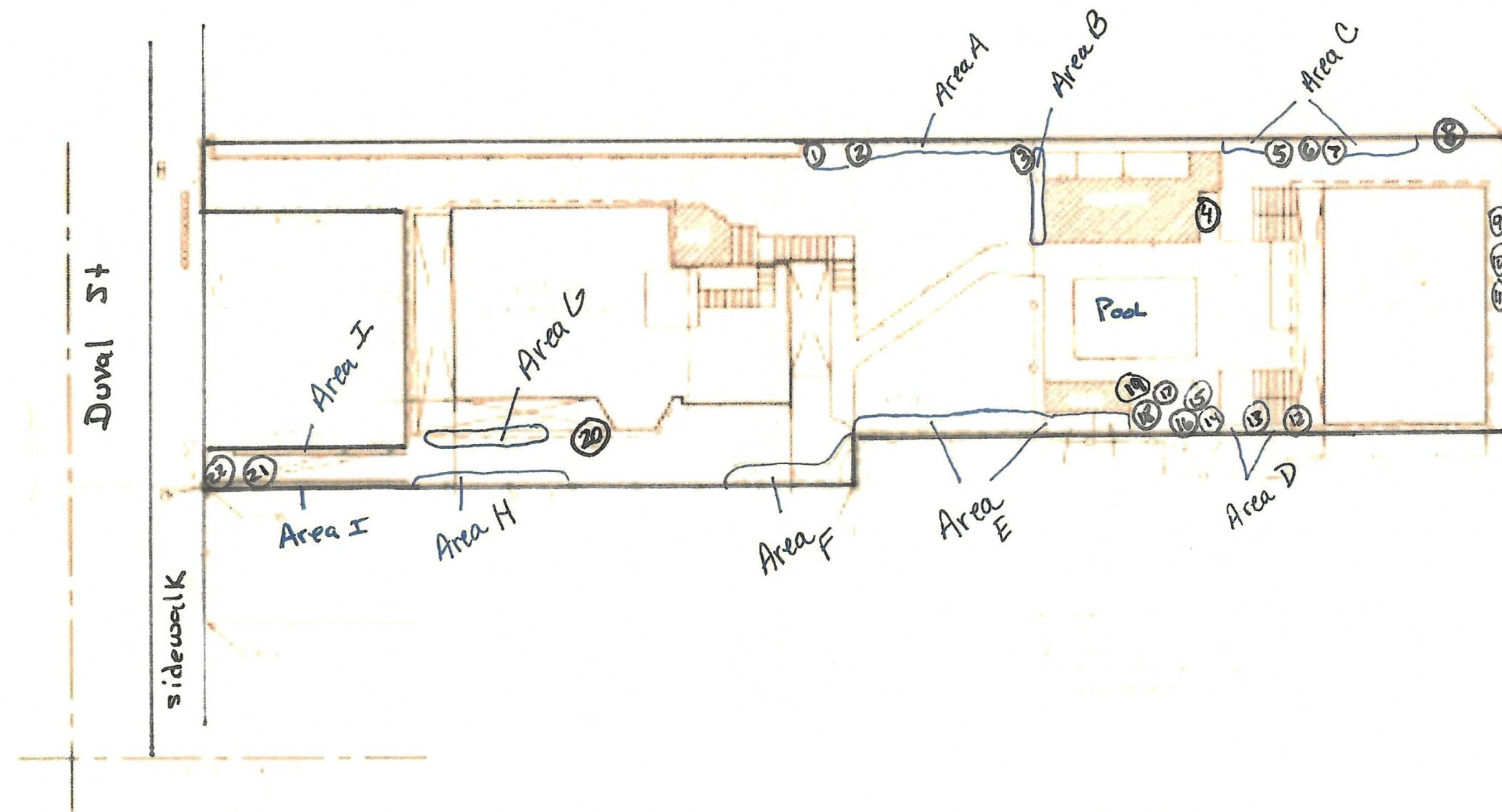
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325 Duval St rear

Tree Map Plan/NTS/KKD  
10/2025

N



EXISTING TREE REPORT, CITY of KEY WEST

PROPERTY: 335 Duval Street Rear



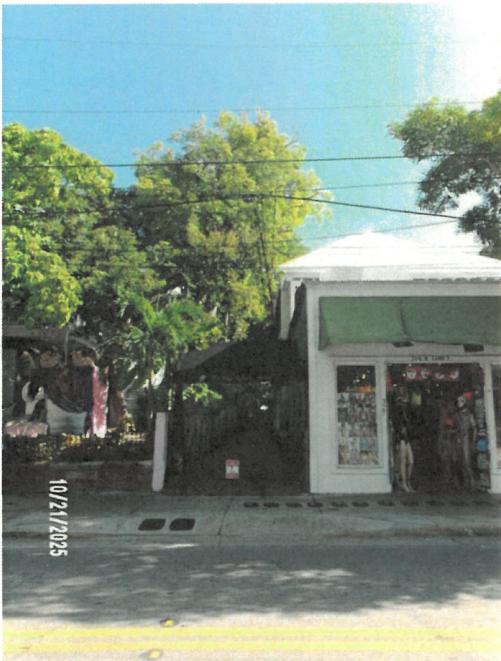
photo dated 2025 from property appraiser website

PREPARED BY:

Karen DeMaria  
Environmental Consultant/ISA Certified Arborist  
PO Box 420975  
Summerland Key, FL 33042-0975  
305-393-9216, [KWTreelady@gmail.com](mailto:KWTreelady@gmail.com)

**PROPERTY SUMMARY:** The property is an existing hotel with a pool and outdoor bar and stage area located in the heart of the commercial, entertainment area of Duval Street-Old Town. To the north and southeast the property is bounded by hotel and commercial properties. To the northeast there is a single family residence that borders onto Eaton Street and to the west the property is owned by the Woman's Club.

Two walkways-one on the east and one on the west off the Duval Street sidewalk area, provide access to the main property area in the rear.



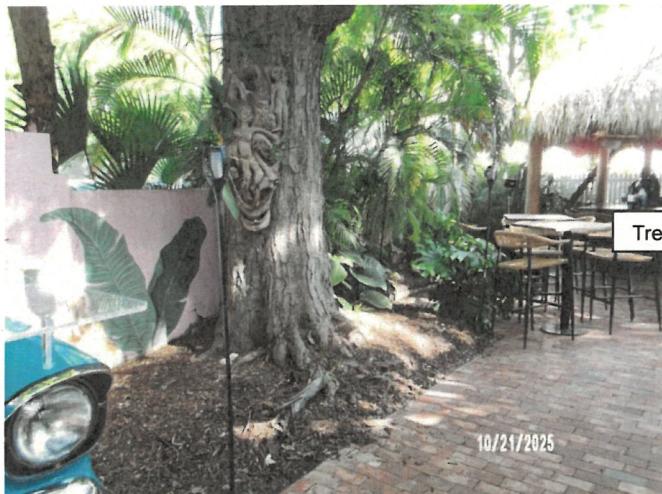
Western walkway.



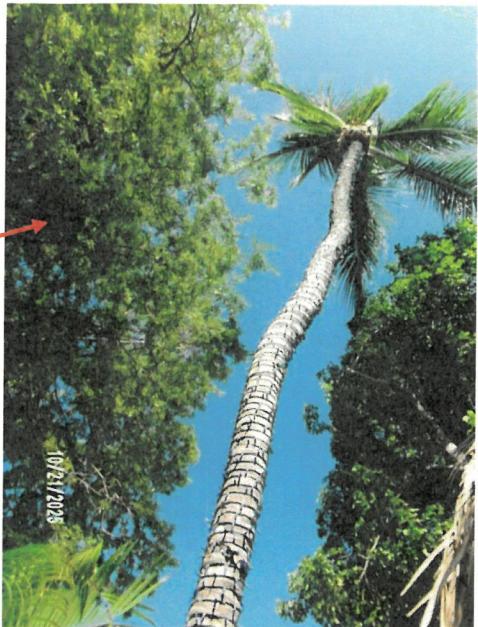
Eastern walkway.



**TREE INFORMATION:** See attached tree list and map for actual locations of trees and palms noted on the property. Most of the trees and palms noted during the site visit were located along the perimeter of the property. Most of the vegetative areas consist of non native palms and ornamental plants with many in pots. Areca palm is the dominant palm noted on the property.



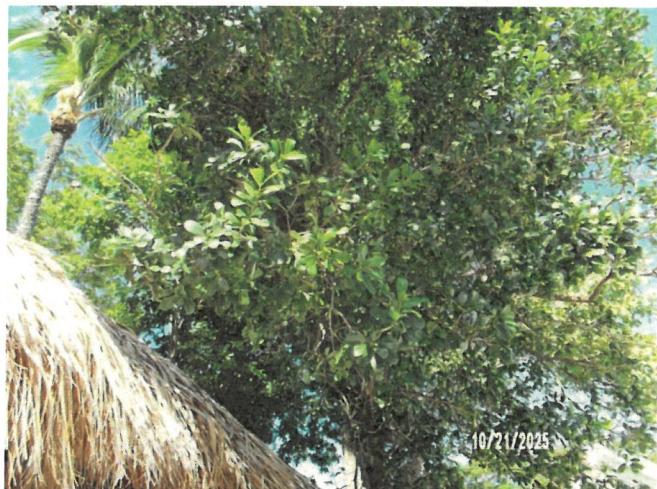
Area A is located along the property line with the Woman's Club property and the outdoor bar. Vegetation is dominated by Areca palms and ornamental philodendron type plant species, some in pots and some in the ground. A very tall Coconut palm, Tree 2, is growing out of this area.



Tree 2



Tree 3



Tree 3

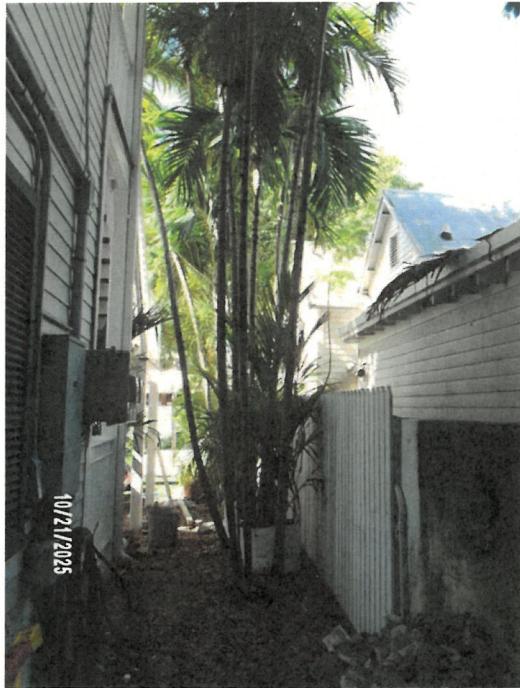


Area B is a planted area next to an interior fence with ornamental plants, some in the ground and some in pots.

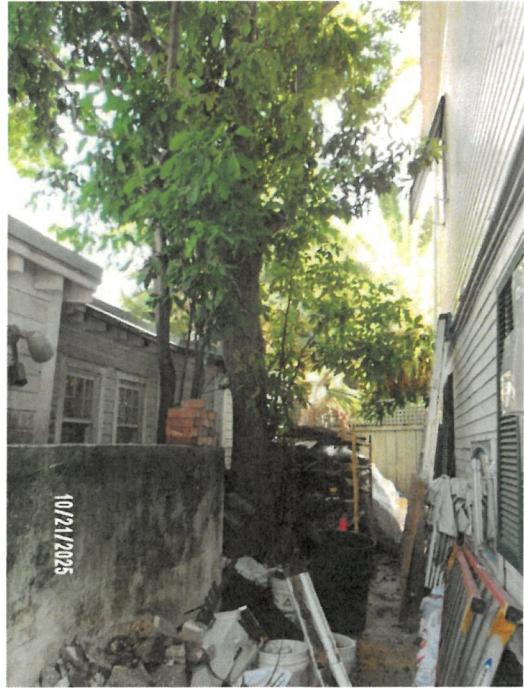
Area C and Trees 5, 6, & 7



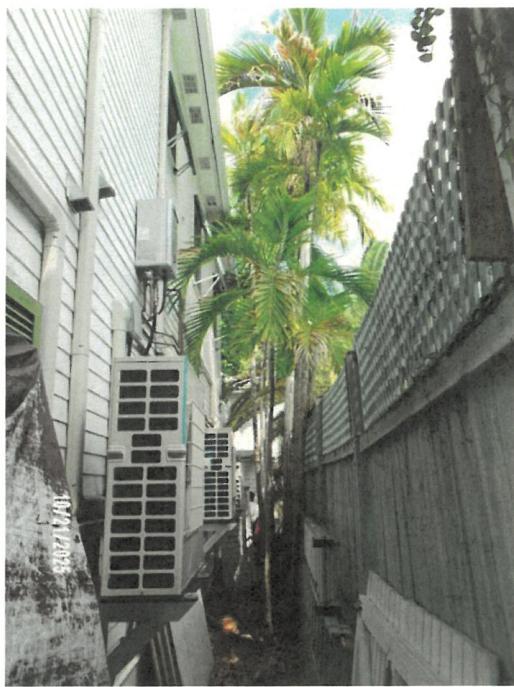
Area C consists of planted Areca palms and Montgomery palms with potted ornamental palms including lipstick palms.



Trees 5, 6, & 7



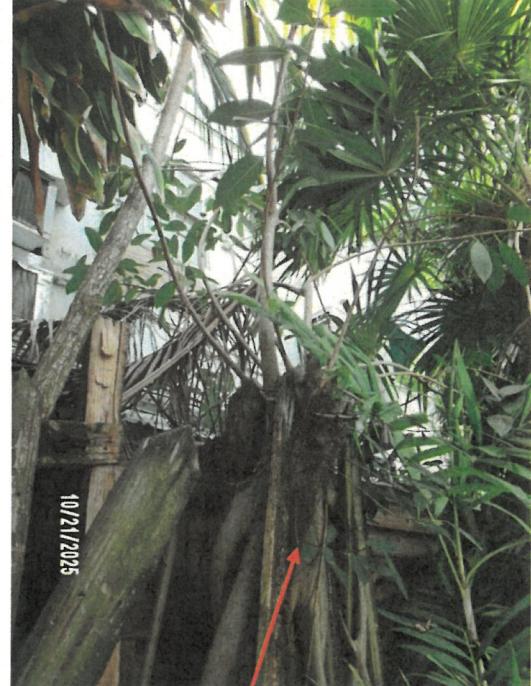
Tree 8 is growing on the property line in the rear corner of the property with most of the tree primarily on the neighboring property.



Trees 9, 10, & 11, growing along the rear property line.



Tree 13, most of the tree is growing on the wooden fence. It does appear that at least one aerial root has grown into the ground/dirt.





Area D consists of numerous areca palm clumps in the ground and in pots with several Thatch Palms (Trees 14, 15, 16, 17, 18, & 19).

Trees 14, 16 & 17



Area E, vegetation dominated by Areca palms with other ornamental plants.



Area E



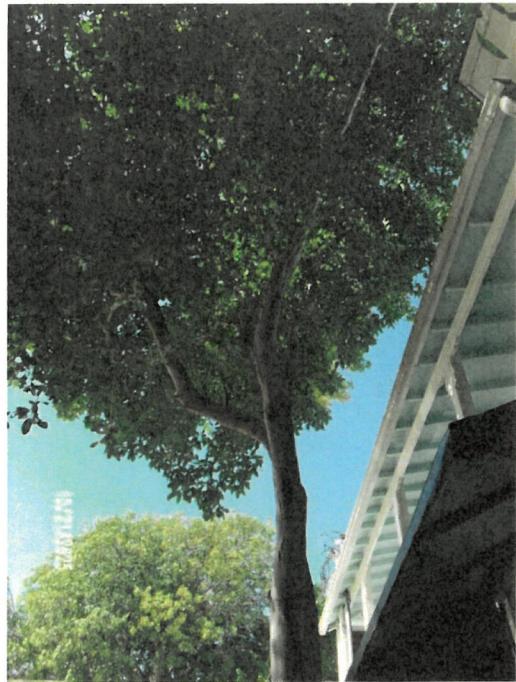
Area F consists of a mixture of planted and potted ornamental plants with a dominance of areca palms.



Looking down the eastern walkway toward Duval Street.

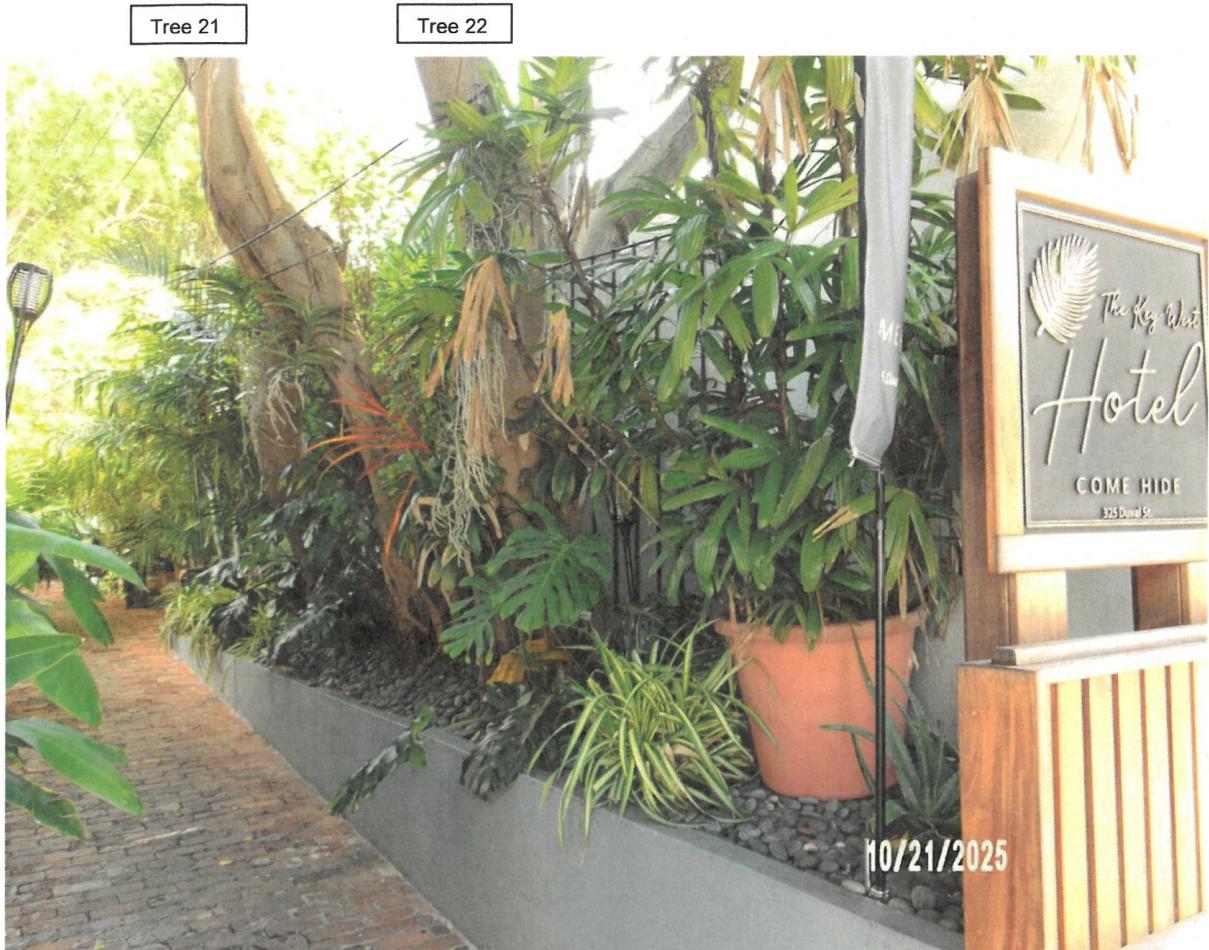


Tree 20



Areas G and H consist primarily of potted ornamental plants.





Area I, both sides of the walkway entrance, consists primarily of ornamental plant species. Trees 21 & 22 are located in this area.



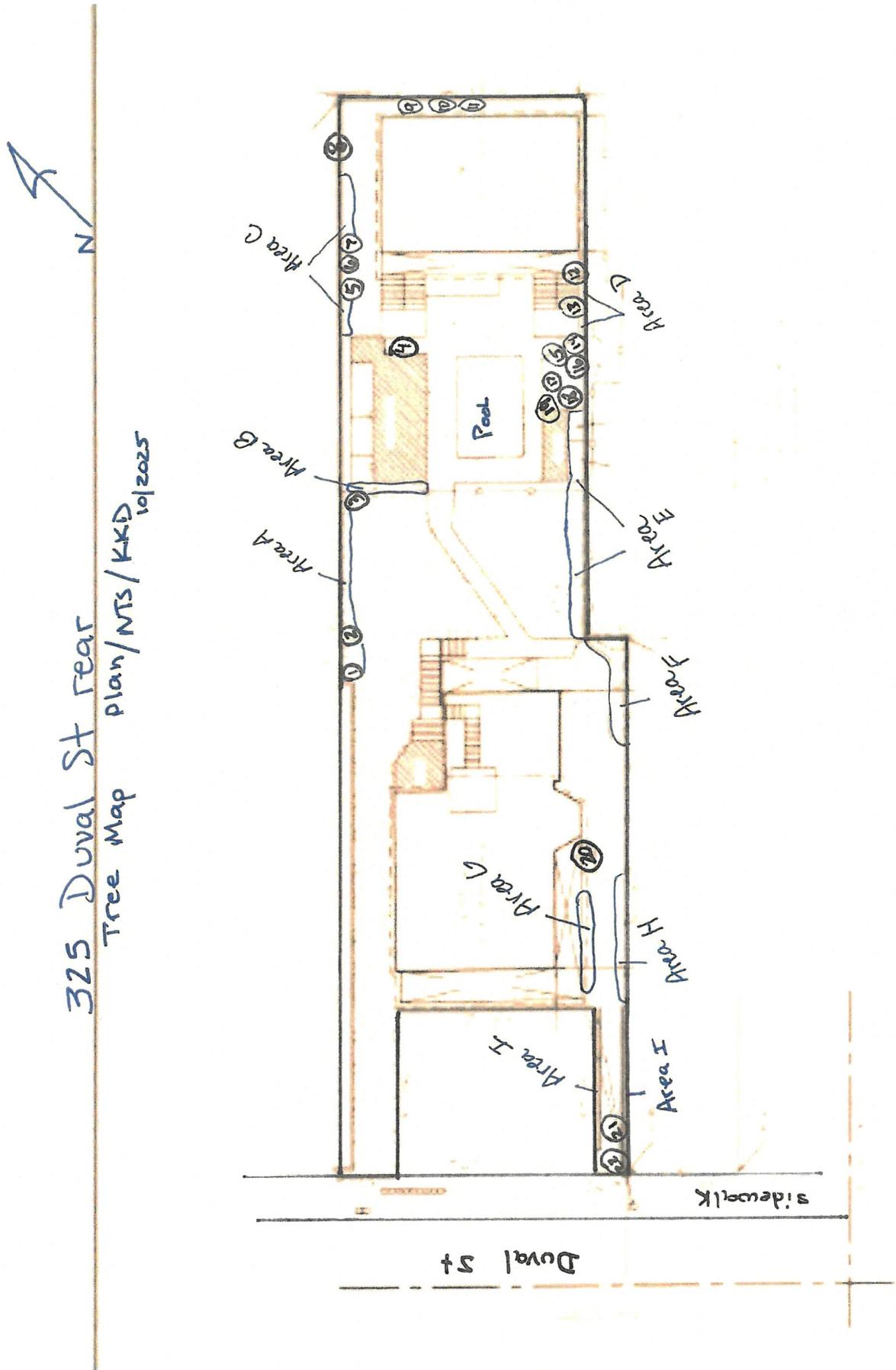
Photos of the canopies of Trees 21 & 22.



Karen DeMaria

10-26-25

325 Duval St rear  
Tree Map plan/nts / KKD  
10/2025



325 Duval Street Rear

TREE #	COMMON NAME	SCIENTIFIC NAME	SIZE (diameter/height)	CONDITION	NOTES
1	Tamarind	<i>Tamarindus indica</i>	32.8" dbh	Good	
2	Coconut Palm	<i>Cocos nucifera</i>	>10 ft CT	Fair	very tall
3	Unknown Nonnative tree		6.6" dbh	Fair	trunk growing on a diagonal, looks similar to a non native cinnamon tree species
4	Florida Thatch Palm	<i>Thrinax radiata</i>	>10 ft CT	Good	
5	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (6 trunks)	Fair	
6	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (4 trunks)	Fair	
7	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (3 trunks)	Fair	
8	Spanish Lime	<i>Melicoccus bijugatus</i>	approx 21.3" dbh	Fair	growing in property line-most of tree trunk on neighboring property. Several smaller trunks growing from root system/base of tree
9	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (3 trunks)	Fair	
10	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (3 trunks)	Fair	
11	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (5 trunks)	Fair	
12	Hurricane Palm	<i>Dictyosperma album</i>	9 ft CT	Good	
13	Strangler Fig	<i>Ficus aurea</i>	not measured	Poor	
14	Florida Thatch Palm	<i>Thrinax radiata</i>	>10 ft CT	Good	
15	Florida Thatch Palm	<i>Thrinax radiata</i>	dead (5 ft CT)	Dead	
16	Florida Thatch Palm	<i>Thrinax radiata</i>	>10 ft CT	Good	
17	Florida Thatch Palm	<i>Thrinax radiata</i>	double trunked 5 ft CT & 10 Ft CT	Good	
18	Florida Thatch Palm	<i>Thrinax radiata</i>	dead (3 ft CT)	Dead	
19	Florida Thatch Palm	<i>Thrinax radiata</i>	dead (3 ft CT)	Dead	
20	Spanish Lime	<i>Melicoccus bijugatus</i>	25.4" dbh	Fair	
21	Weeping Fig	<i>Ficus benjamina</i>	not measured	Fair	two trunks in ground, one main trunk to canopy
22	Weeping Fig	<i>Ficus benjamina</i>	not measured	Fair	

CT= Clear trunk/wood

dbh= diameter at standard height

**325 Duval Street Rear**

TREE #	COMMON NAME	SCIENTIFIC NAME	SIZE (diameter/height)	CONDITION	NOTES
1	Tamarind	<i>Tamarindus indica</i>	32.8" dbh	Good	
2	Coconut Palm	<i>Cocos nucifera</i>	>10 ft CT	Fair	very tall
3	Unknown Nonnative tree		6.6" dbh	Fair	trunk growing on a diagonal, looks similar to a non native cinnamon tree species
4	Florida Thatch Palm	<i>Thrinax radiata</i>	>10 ft CT	Good	
5	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (6 trunks)	Fair	
6	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (4 trunks)	Fair	
7	Montgomery Palm	<i>Veitchia arecina</i>	>10 ft CT (3 trunks)	Fair	
8	Spanish Lime	<i>Melicoccus bijugatus</i>	approx 21.3" dbh	Fair	growing in property line-most of tree trunk on neighboring property. Several smaller trunks growing from root system/base of tree
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