

DEVELOPMENT REVIEW COMMITTEE

Tuesday, December 10, 2024

MEETING MINUTES

The Monroe County Development Review Committee conducted a virtual meeting on **Tuesday, December 10, 2024**, beginning at 1:00 p.m. via Communications Media Technology (CMT).

CALL TO ORDER by Cheryl Cioffari at 1:00 p.m.

ROLL CALL by Debra Roberts

DRC MEMBERS PRESENT

Mike Roberts, Assistant Director, Environmental Resources
Cheryl Cioffari, Assistant Director of Planning
Devin Tolpin, Planning & Development Review Manager
Rey Ortiz, Assistant Building Official
Brian Oppenheimer, Deputy Fire Marshal
Judy Clarke, Engineering
Shereen Yee Fong, FDOT Representative.

STAFF MEMBERS PRESENT

Peter Morris, Assistant County Attorney
Debra Roberts, Senior Planning Commission Coordinator

APPLICANTS & PUBLIC SPEAKERS PRESENT

None.

CHANGES TO THE AGENDA

None.

MINUTES FOR APPROVAL

Approval of the meeting minutes for Tuesday, October 22, 2024, by Cheryl Cioffari.

MEETING

33 HIBISCUS, LLC, 101201 OVERSEAS HIGHWAY, KEY LARGO, MILE MARKER 101: A PUBLIC MEETING CONCERNING A REQUEST FOR A MINOR CONDITIONAL USE PERMIT. THE REQUESTED APPROVAL IS REQUIRED FOR THE DEVELOPMENT OF A PROPOSED MIXED LIGHT INDUSTRIAL AND COMMERCIAL RETAIL USE CONSISTING OF A BOAT SERVICE AND SALES SHOP. THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS LOT 33, BLOCK 3, HIBISCUS PARK, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 3, AT PAGE 166, OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA, HAVING PARCEL IDENTIFICATION NUMBER 00508080-000000. (FILE NO. 2023-177)

(1:01 p.m.) Ms. Devin Tolpin, Planning and Development Review Manager, presented the staff report. This applicant is proposing to construct a mixed use 2,480 square foot structure to be used in combination for boat sales and service. The property is a little over one-half acre, located within the suburban commercial land use district, designated as mixed use commercial on the future land use map, and is currently vacant designated as Tier III on the tier overlay map. Ms. Tolpin presented the proposed site plan reflecting that the development would be accessed through Hibiscus Street, would have 11 parking spaces, a loading zone, and the building located in the center of the property. The development is in compliance with bulk regulations including setbacks and maximum height. Ms. Tolpin then presented a proposed floor plan. For purposes of calculating the number of required parking spaces and to determine compliance with floor area ratio, the applicant was asked to delineate the area to be used for boat sales and for boat service as there are different requirements for each specific use type. The parking spaces and floor area ratio is in compliance regardless of the combination of use later in time. The applicant proposes using 723 square feet of area for boat sales, with the remaining 1,757 square feet for boat service. There are no outdoor retail sales proposed at this time on the site plan. Ms. Tolpin presented the proposed elevation plan included for the public to have an idea of what the structure will look like. The development is in compliance with all requirements of the land development code. Staff reviewed the proposed use for consistency and compatibility with the surrounding areas and is recommending approval of the proposed minor conditional use permit with most of the usual conditions, including a requirement to receive a building permit to include lighting details and a photometric light plan, and fencing details if fencing is proposed. The applicant will be required to comply with non-residential inclusionary housing requirement and must obtain an NROGO allocation of 2,480 square feet. The landscaping plans appear to be in compliance though calculations and specific plantings were not included and those details will be required on the plans at the time of building permit and prior to building permit issuance.

Ms. Cioffari asked for questions or comments from DRC members. Mr. Mike Roberts pointed out that the approval of the minor conditional use permit would constitute the approval needed from the Planning Director for the alternative mitigation allowed under Section 118.6 and 118.8. The applicant wants to count three mahoganies and relocate them on site into the buffer. Staff is in agreement with that but the minor conditional use must include that approval. Ms. Tolpin responded that she would make sure it is included in the development order. There were no further comments from DRC members. Ms. Cioffari then asked for public comment. There was none. Public comment was closed.

ADJOURNMENT:

The Development Review Committee meeting was adjourned at 1:10 p.m.