

PLANNING COMMISSION  
**December 18, 2013**  
Meeting Minutes

The Planning Commission of Monroe County conducted a meeting on **Wednesday, December 18, 2013**, beginning at 10:02 a.m. at the Marathon Government Center, 2798 Overseas Highway, Marathon, Florida.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** by Gail Creech

**PLANNING COMMISSION MEMBERS**

William Wiatt, Chair	Present
Jeb Hale	Present
Elizabeth Lustberg	Present
Ron Miller	Present
Denise Werling	Present

**STAFF**

Townsley Schwab, Senior Director of Planning and Environmental Resources	Present
Susan Grimsley, Assistant County Attorney	Present
Steve Williams, Assistant County Attorney	Present
John Wolfe, Planning Commission Counsel	Present
Mayte Santamaria, Assistant Director of Planning and Environmental Resources	Present
Joe Haberman, Planning & Development Review Manager	Present
Mitch Harvey, Comp Plan Manager	Present
Mike Roberts, Sr. Administrator, Environmental Resources	Present
Tiffany Stankiewicz, Development Administrator	Present
Cassi Scanlon, Planning Technician	Present
Gail Creech, Planning Commission Coordinator	Present

**COUNTY RESOLUTION 131-91 APPELLANT TO PROVIDE RECORD FOR APPEAL**

County Resolution 131-92 was read into the record by John Wolfe.

**SUBMISSION OF PROPERTY POSTING AFFIDAVITS AND PHOTOGRAPHS**

Gail Creech confirmed receipt of all necessary paperwork.

**SWEARING OF COUNTY STAFF**

County staff members were sworn in by Mr. Wolfe.

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**APPROVAL OF MINUTES**

**Motion: Commissioner Werling made a motion to approve the meeting minutes from September 23, 2013, October 1, 2013, October 10, 2013 and October 30, 2013. Commissioner Miller seconded the motion. There was no opposition. The motion passed unanimously.**

**MEETING**

**New Items:**

**1.A PUBLIC HEARING TO CONSIDER AND FINALIZE THE RANKING OF APPLICATIONS IN THE DWELLING UNIT ALLOCATION SYSTEM** for the July 13, 2013, through October 15, 2013, ROGO (1<sup>st</sup> Quarter Year 22). Allocation awards will be allocated for all unincorporated Monroe County.  
(File 2013-147)

Ms. Stankiewicz presented the staff report. Ms. Stankiewicz reported that there is a correction to be made to the Big Pine subarea from 33 applicants to 32. Staff is recommending for market rate allocations Lower Keys applicants ranked 1 through 7, Big Pine/No Name applicants ranked 1 through 2 and Upper Keys applicants ranked 1 through 15. There were no affordable housing applicants. Staff recommended approval.

Chair Wiatt asked for public comment. There was none. Public comment was closed.

**Motion: Commissioner Werling made a motion to approve. Commissioner Lustberg seconded the motion. There was no opposition. The motion passed unanimously.**

Commissioner Miller asked if this award would now finish Tier I allocations for Year 22. Ms. Stankiewicz confirmed that is correct because there is a limit of three Tier I's in a given year in the Upper Keys subarea. Commissioner Miller then asked if an unused market rate from any subarea can be used for administrative relief in any subarea. Ms. Stankiewicz will double-check if it has to go into that given subarea, but stated it definitely would go to administrative relief. Ms. Santamaria clarified the administration rule does not say it has to stay within the same subarea.

**2.A PUBLIC HEARING TO CONSIDER AND FINALIZE THE RANKING OF APPLICATIONS FOR NON-RESIDENTIAL FLOOR AREA** FOR ALL UNINCORPORATED MONROE COUNTY FOR THE NROGO (1<sup>st</sup> Quarter Year 22) July 13, 2013 – October 15, 2013. ALLOCATION AWARDS WILL BE ALLOCATED FOR ALL UNINCORPORATED MONROE COUNTY.  
(File 2013-148)

Ms. Scanlon presented the staff report. Ms. Scanlon reported that staff recommends the following NROGO allocations to be awarded based on the mitigation available: Lower Keys applicant Refreshment Services, requesting a total of 2400 square feet of floor area; Lower Keys

applicant Lynn Bell, requesting a total of 200 square feet of floor area; and Big Pine and No Name Key applicant Thomas Fletcher, requesting a total of 1,011 square feet of floor area.

Chair Wiatt asked for public comment.

Patrick Wright of Trepanier and Associates, present on behalf of Lynn Bell, thanked the County staff for their help and asked for the Commissioners' support so the applicant can finish the renovations.

Chair Wiatt asked for further public comment. There was none. Public comment was closed.

**Motion: Commissioner Werling made a motion to approve. Commissioner Lustberg seconded the motion. There was no opposition. The motion passed unanimously.**

**ADJOURNMENT**

The Monroe County Planning Commission meeting was adjourned at 10:11 a.m.